



Town Hall
Station Road
Clacton on Sea
Essex CO15 1SE

August 2026

Welcome to Taxi News for August 2026. I hope you find the below information useful.

Issues with Postal Deliveries

We are receiving an increasing number of reports of licence holders not receiving post. Please ensure you keep track of all deadlines and submission dates for any documents that are required.

While we send courtesy reminder letters where possible, responsibility for submitting documents on time remains with the licence holder, and penalty points may still be issued for late submissions.

If you experience any issues with postal deliveries, please report them directly to Royal Mail as soon as possible.

Vehicle Licence Plates

Due to the need to allocate resources across a range of service areas, vehicle plate collections will only be available for new grants and vehicle change applications.

Vehicle plates for renewal applications will be issued by Royal Mail Recorded Delivery, removing the need for licence holders to visit the office to collect them. This will help the team maintain service standards while managing increased workloads and resource pressures across the whole Licensing regime.

Please note that collection of renewal plates from the office will not be arranged as an alternative to postal delivery, including where licence holders have previously experienced delivery issues.

Once renewal plates have been dispatched, any issues relating to delivery delays, lost items, incorrect delivery, or non-receipt should be reported directly to Royal Mail, tracking information can be provided by the Licensing Team if requested. Please note that The Licensing Team cannot investigate postal delivery issues once items have been handed to Royal Mail.

Vehicle Renewal Application Photographs

To ensure that vehicle renewal applications can be processed efficiently, applicants must submit recent, up-to-date photographs of their vehicle with every renewal application.

The photographs should accurately represent the vehicle's current condition, appearance, and any signage or identifying features at the time of renewal.

We have recently been receiving applications where photographs submitted are from previous years, including those used for earlier renewals. Please be aware that historic photographs are not acceptable and may result in delays while updated images are requested.

When taking photographs, please ensure they are:

- Clear, in focus, and taken in good lighting.
- Recent and reflective of the vehicle's current condition.
- Taken from all required angles, in line with application guidance.
- Inclusive of any current licence plates, vehicle markings, or signage where applicable.

Submitting accurate and current photographs helps officers verify that licensed vehicles continue to meet the Council's standards and assists in the timely processing of renewal applications.

Driver Medicals

Renewal forms are issued approximately one month before your licence expiry date. If a medical assessment is required as part of your renewal, we strongly encourage you to arrange your appointment as soon as possible after receiving your renewal pack.

Please note that you do not need to use your own GP for your medical examination. Medicals can also be completed by a registered third-party medical provider, which may offer greater appointment availability and flexibility, helping you secure an appointment sooner.

Booking your medical early allows sufficient time for the examination to be completed, documentation to be submitted, and your renewal application to be processed before your licence expires. Taking proactive steps can help avoid unnecessary delays and reduce the risk of your licence expiring before all renewal requirements have been met.

We would also encourage licence holders to inform the Licensing Team of any changes to their medical condition or circumstances as soon as possible. Early notification enables the team to provide appropriate advice, discuss any licensing implications, and support you through any additional requirements that may be necessary. Keeping the Licensing Team updated helps ensure that any issues can be addressed promptly and avoids potential delays when it comes to renewal.

Mechanical Tests

This is a reminder that all mechanical tests are now carried out by Europit, located on Oxford Road, Clacton. The cost of the test is £39, which must be paid directly to the garage at the time of booking..

As Europit also undertakes other vehicle repairs and servicing, we strongly recommend that you book your appointment as soon as you receive your reminder letter. This will help ensure that a suitable date and time can be arranged. Please note that you will not be permitted to use your vehicle as a Hackney Carriage or Private Hire Vehicle if the mechanical test has expired.

We have also recently seen an increase in the number of vehicles failing their mechanical tests. We would therefore like to remind all licence holders of the importance of carrying out daily vehicle checks, as these can help identify any defects or maintenance issues that require attention before the test.

It remains your responsibility to ensure that your vehicle is maintained in a safe and roadworthy condition at all times.

Misuse of Taxi Ranks

The Council has recently received complaints concerning incidents of public urination by drivers using various taxi ranks within the district.

Such behaviour is unacceptable and results in significant odour and public hygiene concerns, negatively affecting the surrounding area.

In addition to the obvious hygiene implications, these incidents have an adverse impact on local residents, businesses, and visitors. Complaints have highlighted the effect on the amenity of the area, the reputation of the licensed trade, and the overall experience of those living, working, or visiting nearby.

Drivers are reminded that they are expected to maintain the highest standards of professional conduct at all times. Licence holders should plan their journeys and breaks appropriately and make use of available public toilet facilities where necessary. Under no circumstances should public areas, including streets, alleyways, or areas surrounding the taxi rank, be used as toilet facilities.

The Council takes these complaints seriously and will continue to monitor the situation. Should this behaviour persist, formal enforcement action may be considered against those responsible.

Furthermore, the Council may be required to review the continued provision of any affected taxi ranks. The withdrawal of any taxi ranks would affect all drivers who rely on the facility and could reduce the availability of a convenient pick-up point for customers.

It is therefore essential that all drivers using the rank take collective responsibility to ensure that this behaviour ceases immediately and that the taxi trade continues to be viewed positively within the local community.

DVLA Points

As a licensed driver, you have an ongoing responsibility to ensure that the Licensing Authority is kept informed of any changes that may affect your licence and continued suitability to hold a driver licence.

This includes the receipt of DVLA penalty points. If you are issued with any penalty points, you must notify the Licensing Authority within 7 days of the points being imposed. This requirement forms part of your driver licence conditions and helps the Authority ensure that all licensed drivers continue to meet the standards expected of those entrusted with public safety.

Please remember that it is your responsibility to report the points, regardless of whether the Authority may later be able to access this information through other channels. Failure to notify the Authority within the required timescale may be considered a breach of your licence conditions and could result in further investigation or regulatory action.

If you receive penalty points and are unsure whether they need to be reported, you should contact the Licensing Team for advice. Prompt notification helps avoid potential compliance issues and ensures your licensing record remains accurate and up to date.

Dress Code

The recent warmer weather has been a welcome change for many of us. While it's important to stay cool and comfortable, we'd like to remind everyone that our dress code policy continues to apply.

Please ensure your clothing remains appropriate and reflects professional standards. As a reminder, the policy states that acceptable standards of dress include:

- Collared shirts or blouses or t-shirts of smart appearance (no inappropriate slogans or words/logos that may cause offence)
- Tailored trousers/shorts/skirts or jeans of smart appearance
- Plain jumpers/cardigans/jackets
- Appropriate footwear i.e. no flip-flops, no open toed or open heeled shoes
- All clothing must be of a clean and smart appearance and not ripped or torn

Clacton Air Show – 27-28 August 2026

With the Clacton Airshow taking place on 27 and 28 August 2026, road closures will be in place around Clacton Seafront/Greensward which may affect any journeys you undertake.

As visitor numbers increase, the end of Wash Lane will be particularly busy. Please avoid using this area for turning vehicles around or dropping off passengers, as this could put passengers, pedestrians, and other members of the public at risk. Please be aware that this is not an official drop off point.

Your cooperation is appreciated in helping to maintain a safe environment for everyone attending the event.