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Miscellaneous Licensing Sub-Committee

16 September 2026

**MINUTES OF THE MEETING OF THE MISCELLANEOUS LICENSING SUB-COMMITTEE,
HELD ON WEDNESDAY, 16TH SEPTEMBER, 2026 AT 10.00 AM
IN THE TOWN HALL, STATION ROAD, CLACTON-ON-SEA, CO15 1SE**

Present:	Councillors J Henderson (Chairman), Casey (Vice-Chairman), A Cossens (items 9-14 only) and Davidson
In Attendance:	Sarah Opene (Litigation Lawyer), Michael Cook (Licensing Manager), Katie Moss (Democratic Services Officer), Emma King (Licensing Officer) and John Leonard (Licensing Enforcement Officer)

9. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were no apologies for absence submitted nor substitutes appointed on this occasion.

10. MINUTES OF THE LAST MEETING

It was moved by Councillor Davidson, seconded by Councillor A Cossens and:-

RESOLVED that the minutes of the last meeting of the Sub-Committee, held on Monday, 22 June 2026 be approved as a correct record and be signed by the Chairman.

11. DECLARATIONS OF INTEREST

There were no Declarations of Interest on this occasion.

12. EXCLUSION OF PRESS AND PUBLIC

It was unanimously:-

RESOLVED that, under the Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting during the consideration of Agenda Items 5 to 9 inclusive, on the grounds that they involve the likely disclosure of exempt information as defined in Paragraph 1 of Part 1 of Schedule 12A, as amended, of the Act.

13. EXEMPT MINUTES

It was moved by Councillor Davidson, seconded by Councillor A Cossens and:-

RESOLVED that the Exempt Minutes of the last meeting of the Sub-Committee, held on Monday, 22 June 2026 be approved as a correct record and be signed by the Chairman.

**14. REPORT OF ASSISTANT DIRECTOR (CORPORATE POLICY & SUPPORT) - B.1 -
REVIEW OF A HACKNEY CARRIAGE DRIVER AND VEHICLE LICENCE**

RESOLVED that the individual's Hackney Carriage/Private Hire Driver Licence be suspended for four months with the option to either appeal the decision within 21 days of the meeting to the Magistrate's Court or to have the suspension start immediately.

15. REPORT OF CORPORATE DIRECTOR (LAW & GOVERNANCE) - B.2 - APPLICATION FOR THE GRANT OF A HACKNEY CARRIAGE/PRIVATE HIRE DRIVER'S LICENCE

RESOLVED that the individual's application for the grant of a Hackney Carriage/Private Hire Driver Licence be granted pending the submission of the outstanding following documentation:

- Enhanced DBS no more than one month old
- Medical assessment
- Passport size photographs endorsed by GP
- Certificate of character reference
- BTEC/PATS Certificate
- Proof of National Insurance Number
- Child Sexual Exploitation Certificate
- Taxi Drivers Assessment Certificate
- Immigration/right to work.

16. REPORT OF CORPORATE DIRECTOR (LAW & GOVERNANCE) - B.3 - REVIEW OF A HACKNEY CARRIAGE/PRIVATE HIRE DRIVER AND HACKNEY CARRIAGE VEHICLE LICENCE

It was unanimously:-

RESOLVED that consideration of this matter be deferred to enable Officers to arrange the attendance of the individual at the next meeting of the Sub-Committee.

17. REPORT OF CORPORATE DIRECTOR (LAW & GOVERNANCE) - B.4 - REVIEW OF A HACKNEY CARRIAGE/PRIVATE HIRE DRIVER LICENCE

It was unanimously:-

RESOLVED that consideration of this matter be deferred to enable Officers to arrange the attendance of the individual at the next meeting of the Sub-Committee.

The meeting was declared closed at 11.32 am

Chairman