

OTFORD PARISH COUNCIL

Regulations as to pay and display parking in Otford High Street Car Park

1. These regulations are made by Otford Parish Council (hereinafter referred to as 'the Council')
2. These regulations are applied and enforced by an appropriate contractor approved by the council **or** whichever other company may for the time being be appointed by the Council (hereinafter referred to as 'the Operator') in accordance with the terms of an agreement made between the Council and the Operator.
3. The pay and display chargeable period is 7.00 am – 6.00 pm, Mondays to Saturdays inclusive: Sundays and Bank Holidays are free. (Subject to any agreed changes) and the times of restrictions, level of charges and penalties (examples only) are to be displayed in the car park

Charges

4. Pay and display charges are as follows:

Mondays to Fridays inclusive, except Bank Holidays -

1st hour free
2nd and 3rd hours at 50p per hour
additional hours £1 per hour

Saturdays -

1st hour free
2nd and 3rd hours at 50p per hour
All day £2

During any chargeable period, vehicles shall not exceed the maximum stay purchased and must not return within a minimum of two hours.

PCD (Parking) tickets and permits

5. PCD tickets must be obtained from a machine and clearly displayed in the vehicle in question as soon as possible after the vehicle's arrival in a car parking bay and throughout its stay in a car parking bay during a chargeable period. Residents' permits and Sports permits must be clearly displayed in the vehicle in respect of which the permit has been issued or to which the permit has been allocated throughout the vehicle's stay in a car parking bay within a charging period.
6. Save as is allowed by regulation 8 in relation to residents permits, parking tickets, residents and sports permits are not transferable. Parking tickets apply only to the vehicle in respect of which a ticket was obtained and in which it was first displayed. Residents permits apply only to the vehicle whose registration number is shown on the permit. A Sports permit applies only to the vehicle to which it was allocated on a particular day.
7. The Council issues 20 sports permits to the Otford Sports Association allowing free parking on Saturday afternoons by members of visiting cricket and football teams. The Otford Sports

Association decides how the permits are allocated, distributed and recovered after use on each Saturday that they are used. Holders of the sports permits are not guaranteed a place in the car park and neither the Otford Sports Association nor anyone acting on their behalf may reserve places in the car park for persons to whom sports permits are to be allocated.

8. Residents permits are issued to persons resident in the parish of Otford by the Operator should the Council be satisfied that the resident in question has no off- road parking at their address and has fully restricted parking on their street during car park chargeable periods. A permit application form may be obtained from the Council and annual charges payable to the Operator are £75 for a first car and £150 for a second car (maximum 2 permits per household). Permits are issued by the Operator for particular vehicles whose owner or keeper lives at the vehicle's registered address and include that vehicle's registration number. A permit may only be transferred to another vehicle at the same registered address on making a successful application for a permit in respect of that other vehicle and payment to the Operator of an administration fee of £5. Permits cannot be transferred to a new owner or occupier of the premises at the vehicle's registered address. Residents' permits are granted for one year only although, subject to regulation 19, application may be made for further permits. Notification of any temporary substitution of vehicle in the event of rental or repair should be registered with the Operator and Parish Council, this also to apply with transfer of registration.

9. Should the Council withdraw the pay and display parking scheme or its provisions as to residents permits, or should a permit holder relinquish the permit or permits, the permit holder will be refunded the yearly fee or fees on a monthly pro rata basis minus an administration fee of £5.

10. The holder of a residents permit is not guaranteed a parking place within the car park and such holder, or someone acting on that holder's behalf, cannot reserve a place for that holder's use.

Use of car park

11. Two disabled bays are provided within the car park for use by Blue Badge holders only. Free disabled parking is also allowed in any other bay provided in either case a current relevant Blue Badge is clearly displayed within the vehicle at the time.

12. The whole of all vehicles using the car park must be contained within the white lines of a marked parking bay.

13. Heavy goods vehicles and towed caravans cannot use the car park and motor caravans may do so only if they can be contained within a marked parking bay.

14. Motor cycles may use the car park free of charge provided they are parked within a marked parking bay. The motor cycle may not be secured to any infrastructure of the car park or any other vehicle.

15. A trailer other than a towed caravan is treated as a separate vehicle, occupying its own parking bay, and the vehicle by which it was towed must remain in the car park while the trailer remains attached at all times and display two parking tickets in the towing vehicle obtained from a machine sequentially.

16. In these regulations 'clearly displayed' means that the whole of the parking ticket, with the date and times of issue are clearly visible, or the whole of the side of a resident's permit showing

the vehicle's registration number, or the side of a sports permit including the permit's number and the words Otford Sports Association, may be seen and read through the vehicle's windscreen.

Closure of car park

17. The Council may close the car park or restrict parking at any time for a particular purpose, where possible on giving at least 14 days' public notice of its intention so to do, and no permit refunds or other compensation is payable in respect of any such period of closure.

Parking Charge Notices

18 For any infringement of these regulations the Operator may issue a Parking Charge Notice requiring the payment to the Operator of a charge in accordance with the on-site signage. Should a Parking Charge Notice be issued and payment is not received within 28 days the Operator may contact the DVLA to request registered keeper details. Personal data may also be shared with the BPA, POPLA, collection agents or solicitors for this purpose. A reduction of the Parking Charge of 40% will be available for a period of 14 days, failure to pay the Parking Charge within this period will result in the full amount becoming payable. Where Parking Charges remain unpaid beyond 35 days, recovery charges in respect of further action may apply.

Withdrawal or amendment

19. These regulations, or any one or more of them, may be withdrawn or amended by the Council at any time, where possible after giving at least 3 months' public notice of its intention so to do.

Exclusion of liability

20. Subject to any claim which the law may allow, this car park is used entirely at the risk of those who use it and neither the Council nor the Operator is liable for any injury or damage to vehicles or theft of goods left in them.

18 October 2014