

**MINUTES OF THE ADDITIONAL MEETING OF THE HIGHWAYS MEETING TO CONSIDER FURTHER
DETAILS OF PAY AND DISPLAY PARKING**

19TH NOVEMBER 2103

Present: Cllr Howe (Chair), Cllrs Cracknell, Edwards-Winsor, Leicester, Whitehead
In attendance B Hambrook, Parish Clerk, two members of the public

Apologies for Absence None

Agenda Item 1

To consider legal advice and other matters in order to finalise Pay and Display Tariffs and to make any necessary recommendations

The draft recommended tariffs for Pay and Display Parking were considered in the light of advice received from NALC, KALC and SDC.

All recommended tariffs were individually discussed and the following amendments were made as a result

- It was felt to be impractical to operate a selected permit system for parents who transport their children to and from the school. The Pay and Display operators were to be advised that they should 'suspend' monitoring during the morning drop off period but parents would be expected to obtain parking tickets in the afternoon
- The recommendation that OSA distribute 20 permits to be shared between the Football and Cricket clubs was unamended on the grounds that legal advice had been given to say that this was not discriminatory as this applied to visitors and not to any group of residents of Otford and b) Objective criteria had been met in that the teams were valued members of the community, they enriched village life and they maintained their pitches
- The recommendation regarding Residents' Permits was amended so as not to be discriminatory: permits would be available to all residents of Otford who have no off road parking and no daytime parking on their street between Monday and Saturday
- It was agreed that Free parking made available for Blue Badge holders

The amended recommended tariffs are attached to these minutes.

We therefore, make the following **recommendation**

That OPC accept the recommended tariffs for Pay and Display as proposed by the Highways Committee

Agenda Item 2

To consider the contract for Pay and Display Parking and to make any necessary recommendations

The committee established early on that OPC was not in position to administer the running of the Car Park

Flash parking had been ruled out as exposing Parish personnel and volunteers to possible aggression/injury was totally unacceptable.

Previous discussions of proposals submitted resulted in Britannia Parking as being the most suitable for our needs, subject to negotiation.

One company invited to tender failed to attend the planned meeting and is no longer in business.

One of the others had scant experience in running a car park the size of Otford's and another did not mention permits in their proposal. In terms of a working profit Britannia was the best and the fact that they run Waitrose Car Parks was much in their favour. Recently, Monro, who run the car parks at Sevenoaks Hospital were approached but they declined the opportunity to quote as it was not in their financial interest.

We have communicated with Britannia on a number of occasions regarding viability of tariffs, location of parking meters and signage and they have on each occasion been very easy to deal with.

In the circumstances we would like to make the following **recommendation**

That Britannia Parking Ltd be appointed to install Pay and Display in the Otford Village Car park subject to our being satisfied with the terms of contract

It was agreed that the list of tariffs and the proposed contract be sent to SDC for their comments.

AOB

A resident's plan (presented at the recent OPC meeting) was seen to be a useful contribution to traffic issues. It would be considered more fully at the next Highways for car parking should OBM change ownership

RECOMMENDED TARIFFS FOR PAY AND DISPLAY PARKING

WEEKDAY CHARGES

1st Hour Free (no return within 2 hours)
2nd and 3rd hours charged at 50p per hour
Additional hours charged at £1 per hour

SATURDAYS

1st Hour Free (no return within 2 hours)
2nd and 3rd hours charged at 50p per hour
All day charge £2
OSA to issue 20 permits to be shared between Football and Cricket clubs, essentially for visiting teams

SUNDAYS AND BANK HOLIDAYS

Free (to be reviewed if congestion becomes a major issue)

RESIDENTS' PERMITS

To be available to Otford residents with no off road parking and no daytime parking on their street between Monday and Saturday
£75 for first car, £150 for second car.
Only applicable to cars registered at applying address.
Not transferable on sale of property. New resident can apply.
Initial granting of permits to recognise partly but not wholly, the current status quo. In future the principle of one permit per household with no off road parking and no daytime parking on their street between Monday and Saturday to be applied
No granting in perpetuity. Rates can be reviewed/changed.
Permits do not guarantee a parking space.

DISABLED BAYS

Two to be provided.
Disabled parking allowed in other bays
Free parking for Blue Badge holders only

REVIEW

After 6 months and thereafter twice annually
The scheme can be amended or withdrawn in whole or in part by Otford Parish Council on giving reasonable notice.