MINUTES OF THE ADDITIONAL MEETING OF THE HIGHWAYS COMMITTEE

15TH MAY 2014

Present  Cllr Howe Chair, Cllrs Cracknell, Edwards-Winser, Fothergill, Leicester, Whitehead
In attendance Ms B Hambrook, Parish Clerk

Apologies for absence
There were none

Conflicts of interest
There were none

Agenda items

1. To consider the VAT position with regards to the proposed contract
   Information had been sought by the clerk regarding the application of VAT in terms of the Revenue from Pay and display. She was now satisfied with the mechanism that would obtain.

2. To finalise the proposed contract
   Britannia had accepted the previous amendments and had added clauses on both Indemnity and insurance applicable to themselves. This was acceptable to the Committee. OPC’s insurers had been contacted as to their position in respect of the proposals; response was awaited.
   It was agreed to set out the contract by clause
   Action Cllr Howe

3. To finalise proposed car parking regulations
   The regulations were discussed and amended accordingly. Britannia had supplied wording that appears on their boards regarding their relationship with the users of a car park and with the procedure when the regulations are not observed. It was agreed that the section in the regulations dealing with such matters be reviewed in consultation with Britannia.
   Action Cllr Howe

4. To agree a Strategy for introduction of Pay and Display in the village car park
   After discussion the following were agreed:
   - To check tariffs at the Station car park to ensure viability of own proposals
   - To aim for end of August early September for beginning of operation
   - To publicise as widely as possible information regarding residents’ permits Cllr Whitehead to devise appropriate application form.
   - Committee to assist clerk’s office in validating applications
   - To consult with Britannia as to what of the regulations should and could be displayed. Need to see design of boards
   - To determine what lighting might be available re meters
   - To regularly advise through the parish newsletter progress of the scheme
   - Closure of the car park to be necessary for installation-date to be advised
   - Above to be undertaken non-sequentially except where appropriate