

CHORLEYWOOD PARISH COUNCIL

CONTROLLED PARKING ZONE WORKING PARTY – 13th SEPTEMBER 2016

MEMBERSHIP & ATTENDANCE

Held at Chorleywood Parish Offices

Members: ***Cllr Angela Killick (TRDC)**
 ***Cllr Geoffrey Liley (CWPC)**
 ***Cllr Mike Westacott (CWPC)**

Yvonne Merritt Clerk to the Council

*Denotes WP members present

16/01 APOLOGIES FOR ABSENCE

There were no apologies for absence as no other persons had been invited at this stage.

16/02 ELECTION OF CHAIRMAN

Angela Killick was unanimously elected as chair of the working party

16/03 MEMBERSHIP OF THE WORKING PARTY

It was suggested that there was room for another member of the Parish Council to join the working party should anyone wish to.

16/04 OTHER INTERESTED PARTIES

Points noted included:

- The Chorleywood Residents Association wished to be more active within the Community; - they have a large audience and mechanisms to consult locally. Whilst the Business Association as previously constituted had folded there were still interested parties who may wish to represent the businesses point of view. Representatives from both groups would be invited to the next WP meeting.
- Cllr Martin Trevett was not only a Parish Councillor but also the portfolio holder at TRDC for parking and it would be important to work closely with him. AK would contact him.
- It might be necessary also to liaise with HCC as well as TRDC in the future.

16/05 PUBLIC BODIES RESPONSIBILITIES

The TRDC Parking Management Programme 2016/17 (dated 6.9.16) had been circulated prior to the meeting. This included a summary of the roles of TRDC and HCC, and areas where TRDC acted as agent for HCC. Appended was a list of 18 parking related projects in TRDC's work programme for

2016/17 and 2017/18.

The Parish could lobby and influence, but did not itself have powers to act. The WP hoped to do some “pre-thinking” on parking-related issues highlighted in the Community Plan (see below).

16/06 WP – Geographic area of Responsibilities

The ToR proposed the WP deliberations be confined to the area delineated by the Chorleywood CPZ (Central Parking Zone). The Clerk was asked to obtain a map.

NB It was subsequently learned there are several CPZs, none of which includes either The Ferry or Shire Lane Car Parks. Being able to comment on these is a key to the WP's interests so the ToR will need to be adjusted if the WP is to continue. In referring to New and Main Parades the WP also had in mind what it now knows is called the TRDC Shire Lane Car Park ie the area outside the florist's.

Action point YM to take forward

16/07 WORKING PARTY INITIAL FOCUS AND PRIORITISATION

CPC Community Plan – Traffic & Transport

There were three statements related to parking:

- a small majority [of respondents] feel there is insufficient parking for commuters and shoppers;
- respondents generally feel there is insufficient capacity for parking at Chorleywood Station;
- opportunities to increase the car parking capacity within Chorleywood will be investigated by the Parish Council.

Since the Plan was published, TRDC had set up a sub-committee to review car parking charges. TRDC's car parking account was in deficit. It would shortly be reviewing use and charges district wide and at the Chorleywood Ferry Car Park.

The WP considered aspects of parking against this background. It was agreed to give priority to urgent issues, and 'do-able' issues where the Parish was most likely to achieve early impact.

(1) Ferry Car Park

(a) Commuter parking - The FCP was understood to run at a loss. Commuter parking was not currently permitted. The Station Car Park was over-subscribed. The FCP frequently has empty spaces (up to 48 had been counted on several 'snapshot' occasions). Station Car Park charges amounted to around £800 p.a. There was therefore a prima facie case for allowing some commuter car parking at FCP.

(b) Local businesses - Currently car specific spaces were offered to local businesses at a discounted cost of approx. £200 per year but take up was low. This might be due to practical difficulties rather than cost: **The WP thought take-up would improve if permits could be shop/business specific, meaning that workers could share permits.** The WP would like to see businesses/shopkeepers consulted.

Any increase in business/shop worker take-up should reduce pressure on Main & New Parades, and Lower Road.

(c) Community use – Use by shoppers seems to work reasonably well (given the steep hill and less-than-ideal location). To assist WP thinking on possible “optimal” use, it would be necessary to have a better idea of current take-up, and reasons for use or non-use. A local volunteer was keeping a one-month diary which it was hoped to present to the next meeting. There was presently no provision for residents parking in FCP, which might be considered for some spaces, relieving pressure on Lower Road.

TRDC would be consulting on parking but some preliminary thinking by WP members and the Parish was likely to be beneficial. The WP agreed that further consideration of the above was a priority.

(2) A Parish-TRDC Partnership Arrangement covering the FCP?

Given the certainty of changes in usage and the potential for increased income from the FCP, there is a window of opportunity for Chorleywood Parish to consider whether it wishes to examine a partnership role with TRDC for the future management of the FCP. Any surplus income from car parking, including fines, has to be used for car-related purposes. Unless the Parish thinks it might run the FCP to better account than TRDC (financially and in the community interest) there is little point in pursuing this matter.

Before the WP or Parish can examine the above in an informed way, there would be a need to

- (a) Establish prima facie evidence of current usage by look-see-record (Action: volunteer survey)
- (b) Establish basic costings ie. income (receipts from charges and fines) v. out-goings (enforcement, routine maintenance and periodic resurfacing). Information on charges already obtained from operators; also email from Cllr Trevett; further information required from TRDC and possibly also from contractors).
- (c) Give preliminary consideration as to what "Chorleywood community" might consider 'optimal' use in the 'Community' interest. If consultation envisaged, how might this be done and by whom? Should options be suggested as well as 'any other suggestions'? Would the parish join with TRDC in any consultation?

Cllr Westacott advised he had met with CEO at TRDC to discuss this issue, among others, and felt that there needed to be a debate to achieve the objectives for the community. He stated that he felt it could be achievable under the Localism Act 2011.

The Clerk advised that for the Parish Council to consider this as an option they would need to first identify that there was a need. The recent community plan had asked many questions about parking; parking specifically in Lower Road and the Parades had not been highlighted as an issue. The PC would also need to demonstrate that they could manage the FCP better and more cost effectively than TRDC. The Parish Council did not have the staff resources or a solicitor who could deal with parking fines and therefore there would be costs associated with running the parking area.

Cllr Killick observed that Partnerships were negotiated and if either party could not accept this or that condition, they could negotiate something different, or walk away from the idea. It may well be that the hassle factor was not something the Parish wished to take on.

The WP agreed financial analysis would be required before the matter could be considered further.

(3) Station Car Park

The Clerk reported that the PC Planning Committee had looked at Commuter parking in the past and had lobbied TFL and NCP about creating additional space within the current Station carpark. Other station carparks had been developed into two storey parking areas and both the topography and the location lent itself to this suggestion without huge impacts on the vista of local residents. If this were to be considered again, it might be prudent to consult residents on the east side of Lower Road in particular. The WP did not wish to pursue at this time.

(4) Main and New Parade Parking – Shop workers were said to be taking up parking spaces that would otherwise be used by customers. If the former could be encouraged to use the FCP this might alleviate the current concerns.

Pierre Bosdet (speaking for local businesses) had indicated that he would be able to assist with ascertaining the facts behind issues in Main and New Parade. He had good networks and would be able to assist the WP with leaflets and questionnaires to find out how the current spaces were utilised. It was necessary to gather information about what the actual problem was before anything could be suggested as to how to solve it.

Shops in Chorleywood were in the main sole trader. Accessibility. It was essential to protect these businesses and ensure that shoppers were able to park. Any suggestions which reduced the number of parking spaces would not be welcomed.

It was agreed to pursue this at the WPs next meeting when it was hoped Pierre Bosdet the CRA would be present.

16/08 PARKING OUTSIDE CHORLEYWOOD SURGERY

Issues surrounding the lack of parking near the doctor's surgery had been identified within the Community plan. The WP was unsure if this had already been taken up by Cllr Trevett.

Action Point AK to discuss with Cllr Trevett if he was dealing with this issue.

16/09 INITIATIVE BEHIND SMALLER DELIVERY VEHICLES

Cllr Westacott briefed the WP on the actions taken so far to reduce the size and times of delivery vehicles into the Village. He had already had some success with the CO-OP as they had agreed not only to reduce the size of the vehicles but also to keep delivery times before 7.30am. He was hoping to have similar successes with other retailers.

16/10 NEXT STEPS

1. It was agreed to invite representatives from the CRA and Businesses to the next meeting
2. Cllr Westacott wanted to discuss pavement parking. Cllr Killick advised that the Parish would have no jurisdiction over this area and that TRDC were to commission a survey regarding pavement parking throughout the whole district and therefore it would not be sensible for the WP to look at this at the current time.

16/11 DATE AND TIME OF NEXT MEETING

It was agreed that the date and time of the next meeting would be decided once annual leave had been completed and the availability of the CRA and Businesses were known but this was likely to be the latter half of October.

16/03 CLOSURE The meeting commenced at 10.30 am and closed 11.45 am

These minutes have been checked and signed by the WP Chairman
SignedAgreed via email

Date ...17th October 2016.....