

Resident Parking Permit Guidance notes and Conditions of Use

Resident Parking Permit for properties within the Controlled Parking Zones (CPZ) and Resident Parking Schemes (RPS) in the East Riding of Yorkshire as detailed below:

Controlled Parking Zones
Beverley
Bridlington (zones A & B)
Howden

Resident Parking Schemes	
Town	Street(s)
Anlaby	Wilson Street
Brough	Grassdale Park, King Edward Terrace, Saltgrounds Road, Station Road
Hessle	Gladstone Street and Grovehill
Willerby	Kingsley Drive and Main Street

For full details of the Controlled Parking Zones and Resident Parking Schemes, please visit our website at www.eastriding.gov.uk/cpz (for CPZ) or www.eastriding.gov.uk/rps (for RPS).

Disabled Badge holders do not require a permit to park within the Controlled Parking Zones or Resident Parking Schemes.

1 –Where can I park with a permit?

If you have a valid resident parking permit, you can park in the CPZ/RPS highlighted on your permit ensuring you:

- do not 'reserve' a specific parking place for your own vehicle near your house;
- park your vehicle so that the wheels are within the parking bay (marked by white dashed lines);
- do not park a trailer or caravan in a resident parking bay. Anything other than a vehicle is not allowed to be parked on the street.

Please note: having a parking permit does not guarantee a parking space.

The permit does not give an exemption to any other parking restriction.

In Bridlington you must park in either zone A or zone B as indicated by your permit

Each area/town will be subject to specific regulations.

Unless individual signs state otherwise, the controls on resident parking bays, yellow lines, loading and

disabled parking bays apply during the times shown on the parking signs.

2 – Renewing my permit

Permits are valid for a period of 12 months, at which point you must renew and pay for a replacement permit. A reminder email will be sent to you approximately one month before your parking permit is due to expire.

If your current permit expires before you re-new your permit, you will not be eligible for the parking exemptions that a permit grants. In this circumstance you should make alternative parking arrangements and comply with the parking restrictions that are active at the location where you wish to park.

3 – Suspending parking bays

From time to time we may have to stop people parking in parking bays for a number of reasons, such as road works or large delivery vehicles.

If we do this, we will normally give seven days' notice (unless it is an emergency). Notice will be given by erecting warning notices on site adjacent to the affected parking bays. Within the stated times you will not be able to park in the bay(s) that are affected.

Please note: If you are parked in a suspended bay (for example: the bay is suspended whilst you are away from the address), your vehicle will be moved to a safe location as near as possible to its original location.

4 – Changing my address/Name

For changes to your address please telephone the virtual permit helpline on 0345 520 7007

For all other changes:

- go to the MiPermit website and click the 'Register/Login' link at the top of the screen and log in to your account
- go to the members section and select your name
- this will open a sub-menu where you can edit your name, vehicle, mobile number or email address as required.

If you have any questions or need any help with the MiPermit website, please telephone the virtual permit helpline on 0345 520 7007.

These calls cost the same as a national rate call and when called from a mobile phone will be included in your minute's package (if applicable).

5 – Changing my vehicle (VRM)

If you have changed your vehicle you must go to the MiPermit website and Login to your account and change the VRM on your active Permit.

If you have any questions or need any help with the MiPermit website, please telephone the virtual permit helpline on 0345 520 7007.

These calls cost the same as a national rate call and when called from a mobile phone will be included in your minute's package (if applicable).

6 - Other permits

Further details of these schemes are available on the council website at www.eastriding.gov.uk/cpzpermit or call us on 01482 395411.

7 – Refunds

Refunds will not be given under any circumstances.

8 – Declaration (conditions of use)

Warning: It is an offence to give false or misleading information. If you do, we may prosecute.

Full details on the CPZ/RPS permits are available at www.eastriding.gov.uk/cpzpermit (for CPZ) and www.eastriding.gov.uk/rpspermit (for RPS). You must ensure that you have read and understood this information before signing the declaration.

I understand and accept that you may prosecute me if I have given any information on this form which is known to be false or untrue.

I confirm that I keep and use the vehicle with the registration number(s) given. If I stop keeping or using the vehicle(s) stated, I must update my account immediately.

I declare that the Permit will be used only in one of the vehicle(s) stated at any one time.

I declare and accept that you may ask to visit my home before or after issuing a Permit to make sure I have given the correct address. If I refuse, I understand that you may withdraw my Permit.

I undertake to surrender the Permit(s) if/when I cease to live at the confirmed address given.

I confirm that I keep and use the vehicle(s) with the registration number(s) given. If I stop living in the CPZ/RPS, or stop keeping and using the vehicle(s), I will update my account immediately.

I understand that trailers or caravans may not be used to reserve a space, nor can a space be reserved by any other means within the CPZ, except with authorisation through the Dispensation and Suspension process.

I understand that this permit is not valid for use on any trailers or caravans.

I understand that you will use the personal information I have given in line with the Data Protection Act 1998. Parking Operations will use the information I have given to issue Residents Parking Permits. I accept that you may pass this information to other Council Departments and the DVLA for this and related purposes.

The Council is under a duty to protect the public funds it administers and to this end may use the information you have provided for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

I understand that I must promptly inform East Riding of Yorkshire Council of any other changes that may affect my entitlement to a Permit.

I have read, understood and agree to abide by the guidance notes and conditions of use.

We reserve the right to request to view originals of any copied documents supplied.