



BEDFORD
BOROUGH COUNCIL

Bedford Borough Council

Traffic Regulation Order

Bedford Borough Council Off Street Parking Places Order 2019

This Order shall come into operation on the 6th day of May 2019

The **COMMON SEAL** of the
BEDFORD BOROUGH COUNCIL
was hereunto affixed this

3rd day of May 2019

in the presence of

Barbara Morris,
Assistant Chief Executive (Law and Governance) and Solicitor to the Council

AUTHORITY FOR EXECUTION		
COUNCIL/COMMITTEE	MINUTE No.	DATE
DELEGATED POWER	By whom executed ENVIRONMENT	30/04/2019
	OFFICERS INITIALS	DATE
ORIGINATED AND CHECKED BY	JH	30/04/2019
APPROVED BY		

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Bedford Borough Council (hereinafter referred to as “the Council”) in exercise of the powers conferred under Sections 35(1) and (3) of the Road Traffic Regulation Act 1984 as amended (“the Act”), and The Civil Enforcement of Parking Contraventions (Bedford) Designation Order 2009, the Traffic Management Act 2004 and of all other enabling powers, and after consultation with the Chief Officer of Bedfordshire Police, hereby make the following Order.

Part 1 – Preliminary

Citation and commencement

1. This Order shall come into force on 6th May 2019 and may be cited as the Bedford Borough Council Off Street Parking Places Order 2019.

Interpretation

2. (1) In this Order, except where the context otherwise requires, the following expressions have the meanings hereby respectively assigned to them:-

“1984 Act” means the Road Traffic Regulation Act 1984 (as amended);

“2004 Act” means Traffic Management Act 2004 (as amended);

“ANPR” means Automatic Number Plate Recognition; technology which uses optical character recognition on images obtained by cameras to read vehicle registration numbers;

“authorised agent” means any parking services contractor appointed by and acting on behalf of the Council for the purposes of the management, supervision, or enforcement of the provisions of this Order;

“civil enforcement officer” means a person authorised by or on behalf of the Council to supervise any parking place and to enforce the provisions of this Order;

"coach" means any motor vehicle that is constructed or adapted to carry twelve or more passengers in addition to the driver;

“Council” means the Bedford Borough Council and their successors;

“disabled person” and “disabled person’s badge” has the same meaning as in The Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000;

“disabled person’s vehicle” means a vehicle lawfully displaying a disabled person’s badge and is a vehicle which, immediately before or after any period of waiting allowed by virtue of a provision pursuant to either the Local Authorities’ Traffic Orders (Exemption for Disabled Persons) (England and Wales) Regulations 1986 as amended or The

Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000, has been or is to be driven by a disabled person or, as the case may be, has been or is to be used for carrying a disabled person as a passenger;

"discretionary permit" means a permit issued by the Council or authorised agent under the provisions of Article 38;

"discretionary permit holder" means a person who has been issued with a discretionary permit by the Council or authorised agent under the provisions of Article 38;

"driver", in relation to a vehicle waiting in a parking place, means the person driving the vehicle at the time it was left in the parking place;

"drop off only" means a parking bay which has been marked and intended for the sole use of dropping or collecting of passengers within the allotted time specified upon the corresponding traffic sign and where no payment for occupying the bay is required;

"electric vehicle", unless the context otherwise requires, means a vehicle designed and constructed to be propelled by electricity, supplied by a battery or other form of electrical cell or reservoir;

"electric vehicle charging bay" means a parking bay which has been marked as intended for the exclusive use of an electrical vehicle whilst the said vehicle is being charged and at which is provided an electrical vehicle charging point and is appropriately signed as per the Traffic Signs Regulations and General Directions 2016 or any subsequent amendment;

"electric vehicle charging point" means a purpose built unit designed specifically for charging electric vehicles;

"entry time" means the time at which the vehicle was left in a parking place;

"exit time" means the time at which the vehicle was removed from a parking place;

"goods" means goods of any kind whether animate or inanimate and includes postal packets of any description; and "delivering" and "collecting" in relation to any goods includes checking the goods for the purpose of their delivery or collection;

"goods carrying vehicle" means a motor vehicle which is constructed or adapted for use for the carriage of goods or burden of any description and includes a trailer which is constructed or adapted for use for the carriage of goods or burden of any description whether connected to any motor vehicle or not;

“Hackney carriage” has the same meaning as in the Town Police Clauses Act 1847 and the Local Government (Miscellaneous Provisions) Act 1976;

“initial charge” means the parking charge payable on the leaving of the vehicle in a parking place or the parking charge payable on the removal of the vehicle from a parking place;

“motor cycle parking place” means a part of a parking place authorised under the provisions of Article 44(2) as a parking place for bicycles propelled by mechanical power and not having a sidecar attached thereto;

"obstruction" in relation to the parking of a vehicle, means a parking position that prevents free flow of traffic along the carriageway, footway, or cycleway, access to the carriageway or egress from the carriageway;

“operational hours”, in relation to a parking place, means the period stated in Schedule 2, in relation to that parking place during which the parking place is open for the leaving of or removal of vehicles;

“owner”, in relation to a vehicle, means the person by whom such vehicle is kept and used;

“Park and Ride” means a car park specifically and solely for motorists/drivers to ‘park’ their vehicles and then ‘ride’ by provided coach/bus transport into the town centre;

“parking bay” means any part of the parking place which is provided for the leaving of a vehicle, designated by road markings;

"parking period" means the length of time that parking is permitted within the operational hours in a single day, and for which the appropriate payment has been made;

“parking place” means any area within the car park designated as a parking place in Schedule 1 of this Order, or the entire car park;

“parking space” means a part of the parking place which is provided for the leaving of a vehicle, designated by road markings or other means;

“parking ticket machine” means an apparatus being designed to issue a ticket indicating the payment of the parking charge referred to in Article 12 and to indicate the time for which payment was made will expire;

“passenger vehicle” means a motor vehicle (other than a motor cycle or invalid carriage) constructed or adapted solely for the carriage of not more than eleven passengers (exclusive of the driver) and their effects and not drawing a trailer;

“payment card” means a magnetically encoded or computer controlled card issued by the Council or authorised agent under the provisions of Article 14;

"penalty charge notice" means a notice issued by a civil enforcement officer to a vehicle parked in contravention of the provisions of this Order;

“permit” means a season ticket, discretionary permit, or any other form of permit issued by the Council under the provisions of Articles 29 or 38;

“relevant position” means:-

- (a) in the case of a vehicle fitted with a front windscreen, the badge, permit or ticket is exhibited on the side of the vehicle nearest the kerb or the front of the vehicle, immediately behind the windscreen, in a position that allows the details on the obverse face of the badge, permit or ticket to be easily read from outside the vehicle; or
- (b) in the case of a vehicle not fitted with a front windscreen, the badge, permit or ticket is exhibited on the front or side of the vehicle nearest the kerb in a position that allows the details on the obverse face of the badge, permit or ticket to be easily read from outside the vehicle;

“season ticket” means a permit issued under the provisions of Article 29;

“season ticket holder” means a person to whom a season ticket has been issued under the provisions of Article 29;

“taxi bay” means a parking bay which has been marked and intended for the sole use of a hackney carriage vehicle to wait;

“ticket” means a ticket issued by a parking ticket machine relating to a parking place;

“toddler” means a child equal to or under the age of 5 years;

“Traffic Signs Regulations” means the Traffic Signs Regulations and General Directions 2016 published by the Stationary Office, including any subsequent enactment;

“valid permit” means a valid season ticket or a valid discretionary permit.

- (2) Any reference in this Order to a numbered Article or Schedule shall, unless the context otherwise requires, be construed as a reference to the Article or Schedule bearing that number in this Order.
- (3) Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent enactment.

Part 2 – Designation of Off Street Parking Places

Designation of off street parking places

3. The extent of each off street parking place is as identified in Schedule 1.

Designation of parking spaces

4. Within each parking place, individual parking spaces are delineated by road markings, contrasting paving or surfacing, or by other means such that the parking spaces are clearly defined and distinguishable from areas that are not parking spaces.

General exemption from prohibitions and restrictions

5. Notwithstanding the foregoing provisions and the provisions of Article 44 of this Order, any vehicle may wait if:-
 - (a) the vehicle is waiting owing to the driver being prevented from proceeding by circumstances beyond their control or to such waiting being necessary in order to avoid an accident or being unable to proceed by direction of a police constable in uniform;
 - (b) the vehicle is being used for fire and rescue service, ambulance or police purposes, or is being used in the service of a local authority in pursuance of statutory powers or duties provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait in the place in which it is waiting;
 - (c) the vehicle is waiting only for so long as may be necessary to enable it to be used in connection with the removal of any obstruction to traffic;
 - (d) the vehicle is waiting in a location and for a purpose authorised and described on a discretionary permit issued by the Council in accordance with Article 38 provided such permit is clearly displayed in a relevant position;
 - (e) the vehicle is waiting only for so long as may be necessary to enable it to be used for the purpose of delivering or collecting postal packets;
 - (f) the vehicle is waiting only for so long as may be necessary to enable a person to board or alight from the vehicle or to load thereon or to unload therefrom personal luggage;
 - (g) the vehicle is waiting only for so long as necessary while a gate or barrier is opened or closed to allow access or departure to or from adjacent premises.

Vehicles for which parking places are designated

6. (1) Subject to the provisions of this Order, each parking place referred to in Schedule 1 may be used for the leaving during the operational hours specified for that parking place of such vehicles as are of the class specified in paragraph (2) of this Article.
- (2) Subject to any specific regulations for that parking place, the class of vehicles referred to in paragraph (1) of this Article shall be passenger vehicles, goods carrying vehicles, motor cycles, hackney carriages, permit holders and invalid carriages the overall height and width of which must not exceed the conditions of use as specified in Schedule 2 and Schedule 3.
- (3) Where conditions of use in Schedule 3 designate a parking place for park and ride use only, no vehicle shall be permitted to enter, park or wait in such a parking place unless the driver of the vehicle continues their journey by provided coach or bus transport and subsequently pays the relevant charge for that coach or bus transport.

Part 3 – Use of Parking Places

Use of parking place

7. A driver of a vehicle shall not enter a parking place, use a parking place or leave a parking place at any time other than during the operational hours stated in Schedule 2 or Schedule 3.
8. (1) A driver of a vehicle shall not use a parking place or parking space(s):-
 - (a) so as unreasonably to prevent access to any premises adjoining that parking space by other persons or so as to be a nuisance;
 - (b) when such parking place or parking space(s) has been suspended in accordance with Article 19.
- (2) The driver of a motor vehicle using a parking place shall stop the engine as soon as the vehicle is in position in the parking place and shall not start the engine except when about to change the position of the vehicle in or to depart from the parking place.
- (3) No person shall carry out upon any vehicle while it is in a parking place any work of construction or repair except such as may be necessary to enable the vehicle to be moved from the parking place.
- (4) No person shall:-
 - (a) sell, offer or exhibit for sale or hire any vehicle while it is in a parking place; or
 - (b) use a vehicle, while it is in a parking place, in connection with the selling, display or offering for sale of any article to persons in or near the parking place or in connection with the selling or offering for hire of their skills in handicraft or services in any capacity; or
 - (c) use a vehicle, while it is in a parking place, for sleeping, camping or cooking, except where the vehicle is a goods vehicle parked overnight in a parking place designated for that purpose.
- (5) Nothing in Article 4 above shall prevent the sale of goods from a vehicle if the goods are immediately delivered at or taken into premises adjacent to the vehicle from which the sale is affected.
- (6) The driver of a motor vehicle shall not enter a parking place specified in Schedule 3 within one hour of leaving the same parking place.

Manner of waiting in a parking place

9. Every vehicle left in a parking place in accordance with the provisions of this Order shall so stand:-
 - (a) so that every part of the vehicle is within the limits of the parking space;
and
 - (b) so that no part of the vehicle obstructs any vehicular means of ingress to or egress from the premises adjacent to the side of the road on which the vehicle is waiting.

Part 4 – Charge for Use of Parking Places

Amount of parking charge at parking places

10. The parking charge for a vehicle left in a parking place during the operational hours shall, subject as hereinafter provided, be:-
- (a) when left in a parking place listed in Schedule 2, the charge specified in that Schedule and calculated in accordance with Article 11; or
 - (b) when left in a parking place listed in Schedule 3, no charge.

Method of payment of the parking charge

11. The method of payment of the parking charge shall be as stated in Schedule 2, and shall be:-
- (a) Pay and Display: the charge shall be paid to a machine and the basis for calculation of the parking charge shall be the date and time at which the charge was paid as indicated by a ticket issued when the charge was paid, and the date and time at which the vehicle is expected to leave the parking place, provided that the vehicle leaves the parking place on or before the exit time printed on the ticket issued when the charge was paid; or
 - (b) Pay on Foot: the charge shall be paid to a machine, and the basis for calculation of the parking charge shall be the date and time at which the vehicle entered the parking place as indicated by the ANPR system, and the date and time at which the charge was paid, provided that the vehicle leaves the parking place within 15 minutes of the parking charge being paid.

Payment of the parking charge (the initial charge)

12. (1) The parking charge calculated in accordance with Article 11 shall be payable:-
- (a) by the insertion in the coin slot of any available parking ticket machine in that parking place, of a coin or coins of the denomination of five pence, ten pence, twenty pence, fifty pence, one pound or two pounds together making up the amount of the parking charge for the parking period for which payment is being made and where more than one coin is required for payment of that charge the coins shall be inserted in the parking ticket machine one immediately after the other; or
 - (b) by the insertion in the card slot of any available parking ticket machine in that parking place, if that machine is equipped with a card slot, of a payment card which will decrement by the parking charge as so selected or if equipped an account card or debit

card which will record the parking charge as so selected from which the Council may recover the parking charge; or

- (c) by a combination of either of the method specified in paragraphs (1)(a) and (b) of this Article together making up the amount of parking charge for the parking period for which payment is being made.
 - (d) payment of charges by means of mobile phone at all pay and display ticket machines in Bedford Borough Council off street surface car parks, and at Allhallows multi storey car park.
 - (e) payment of charges by means of a credit/debit card at all pay and display ticket machines in Bedford Borough Council off street car parks and at Allhallows multi storey car park, as and when ticket machines are so equipped for this method of payment.
- (2) Where the method of operation is Pay on Foot, the payment machines will direct that the full or partial vehicle registration number is inputted into the payment machine to enable the parking charge to be calculated.
- (3) Where the method of operation is Pay and Display and instructions displayed on the ticket machines direct, the last three digits of the vehicle registration number of the vehicle being parked must be entered on the ticket machine keypad before inserting the necessary payment to enable a parking ticket to be issued.

Display of ticket

13. (1) Where the method of operation is Pay and Display, upon payment of the parking charge for a vehicle left in a parking place, the driver thereof shall display or cause to be displayed in the vehicle, in accordance with the provisions of paragraph (2) of this Article, the ticket issued by the parking ticket machine on payment of the parking charge in accordance with Article 11.
- (2) The ticket referred to in paragraph (1) of this Article shall be displayed in the vehicle in respect of which it was issued at all times during which the vehicle is left during the operational hours in the relevant position so that all particulars on that side of the ticket which bears the indication that a parking charge has been paid are readily visible from the front or near side of the vehicle.
- (3) No person shall display in a vehicle left in a parking place during the operational hours any ticket issued by a parking ticket machine relating to that or any other parking place other than the ticket issued by a parking ticket machine upon payment of the parking charge in respect of that vehicle when that vehicle was left in that parking place.

Issue of payment cards and account cards

14. (1) Any person may apply to the Council or authorised agent for the issue of a payment card and the said Council or authorised agent upon payment to them shall issue to the applicant a payment card of a denomination determined by the Council redeemable against parking charges to a value not less than the payment made to the Council or authorised agent by the applicant.
- (2) Any person may apply to the Council or authorised agent for the issue of an account card and the said Council or authorised agent may at their sole discretion issue to the applicant an account card against which parking charges may be recorded and subsequently paid to the Council or authorised agent by the applicant, subject to any conditions of use that the Council or authorised agent may determine.

Maximum parking period

15. (1) Save as provided in Article 5, the maximum parking period during operational hours shall be:-
 - (a) when left in a parking place listed in Schedule 2, the time stated in that Schedule; or
 - (b) when left in a parking place listed in Schedule 3, the time stated in that Schedule.
- (2) For a vehicle displaying a valid discretionary permit the maximum parking period shall be as stated on such permit.
- (3) Upon expiry of the maximum parking period listed in Schedule 2 or Schedule 3 as appropriate, or upon the exit time printed on the ticket issued when the charge was paid, whichever shall occur earliest, the vehicle shall be removed from that parking place. The vehicle shall not be left in that parking place during the operational hours. Failure to remove the vehicle at that time shall result in a penalty charge being payable as described in Article 17.

Exemptions from parking charges

16. (1) If on leaving the vehicle during the operational hours in a parking place there is at the entry to that parking place a notice placed by any person duly authorised by the Council indicating that every parking ticket machine relating to that parking place is out of order that vehicle shall be exempt from any parking charge provided that the vehicle is removed before the expiration of the maximum parking period. The vehicle shall not be left in that parking place during the operational hours.

- (2) Where a vehicle is displaying a valid disabled person's badge it shall be exempt from any parking charge.
- (3) Where a vehicle is displaying a valid season ticket it shall be exempt from any parking charge.
- (4) Where a vehicle is displaying a valid discretionary permit it shall be exempt from any parking charge.
- (5) Where a vehicle is a motor cycle it shall be exempt from any parking charge.
- (6) Where a vehicle is parked within a drop off only parking bay it shall be exempt from any parking charge.
- (7) Where a vehicle is a hackney carriage and parked within a designated taxi bay it shall be exempt from any parking charge.
- (8) Where a vehicle is displaying a valid permit and parked within a permit holder only parking bay it shall be exempt from any parking charge.
- (9) Where a vehicle has been duly authorised by the Council to park within an authorised vehicles only parking bay it shall be exempt from any parking charge.

Parking penalties

17. (1) Where, in the case of a vehicle within a parking place whether or not in a parking space, a civil enforcement officer has reason to believe that a penalty charge is payable with respect to the vehicle he may :
 - (a) affix a penalty charge notice to the vehicle in a conspicuous position; or
 - (b) give such a notice to the person appearing to him to be in charge of the vehicle.
 - (c) Where a civil enforcement officer has started to issue a penalty notice and is then prevented, by the motorist, from serving the notice by the method in either (a) or (b) above, then a "Notice to Owner" will be issued and sent by first class post and within 21 days to the registered keeper of the vehicle.
- (2) For the purposes of this Article, a penalty charge in respect of a vehicle is payable by the owner of the vehicle which has been left otherwise than as authorised by or under this Order, or where there has been a contravention of, or failure to comply with, any provision made by or under this Order.

- (3) A penalty charge notice must state:-
- (a) the vehicle registration mark and/or the trade plate mark;
 - (b) the make and colour of the vehicle;
 - (c) the parking place in which the vehicle is located;
 - (d) the authority and powers under which the penalty charge notice was issued;
 - (e) the grounds on which the civil enforcement officer believes that a penalty charge is payable with respect to the vehicle;
 - (f) the date and time at which the penalty charge notice was issued;
 - (g) the amount of the penalty charge which is payable, which is defined in Schedule 4;
 - (h) that the penalty charge must be paid before the end of the period of twenty eight days beginning with the date of the notice;
 - (i) that if the penalty charge is paid before the end of fourteen days beginning with the date of the notice, the amount of the penalty charge shall be reduced by one half;
 - (j) that, if the penalty charge is not paid before the end of the twenty eight day period, a notice to owner may be served by the Council on the person appearing to them to be the owner of the vehicle;
 - (k) the number of the civil enforcement officer who issued the penalty charge notice;
 - (l) the address to which payment of the penalty charge must be sent;
 - (m) the method by which payment may be made;
 - (n) the method by which representations about the penalty charge notice may be made;
 - (o) the signature of the civil enforcement officer who issued the penalty charge notice.
- (4) A penalty charge notice affixed to a vehicle in accordance with this Article shall not be removed or interfered with except by or under the authority of:-
- (a) the owner, or person in charge, of the vehicle; or

- (b) the Council or authorised agent.
- (5) The Council may use cameras, of a design approved by the Secretary of State, to aid enforcement of parking regulations within the car parks. Any penalty charge notice issued by the Council following camera enforcement action will be sent by first class post to the registered keeper of the vehicle within 28 days from the date of the contravention.
- (6) Where no representation, payment or appeal is lodged with the Council within the specified time limits, the Council will issue a charge certificate increasing the penalty charge by 50%.
- (7) Where the charge certificate is not paid within the specified time limits, the Council will pursue the debt through the County Court.

Period for which vehicle may be left after penalty charge notice affixed to vehicle

- 18. (1) The period for which a vehicle may be left after the penalty charge notice has been issued in accordance with Article 17 shall not exceed the maximum parking period permitted for that parking place.
- (2) Where a vehicle is left in a parking place after the penalty charge notice has been served, and the time period specified in paragraph 1 of this Article has expired, a further penalty charge notice may be served.

Part 5 – Supplementary Provisions

Power to suspend the use of a parking place

19. (1) The Council may, by Notice, suspend the use of any parking place, parking space(s) or any part thereof:-
- (a) if it is satisfied that use of the parking place should be restricted or prohibited by reason that works are being or are proposed to be executed on or near the parking place; or
 - (b) if it is satisfied that use of the parking place should be restricted or prohibited by reason of the likelihood of danger to the public or of serious damage to the parking place; or
 - (c) for the purpose of facilitating the movement of traffic or promoting its safety; or
 - (d) for the convenience of occupiers of premises adjacent to the parking place on any occasion of the removal of furniture from one office or dwelling-house to another or the removal of furniture from such premises to a depository or to such premises from a depository; or
 - (e) for the convenience of access to premises adjacent to the parking place being used for a wedding or a funeral, or other special occasions; or
 - (f) for the purposes of celebratory events, festivals or other special occasions; or
 - (g) for any other such reason as deemed appropriate by the Council.

Subject to such conditions or exceptions as the Council consider necessary.

- (2) A police constable in uniform may suspend for no longer than seven days the use of a parking place or any part thereof whenever he considers such suspension reasonably necessary:-
- (a) for the purpose of facilitating the movement of traffic or promoting its safety; or
 - (b) on any occasion on which it is likely by reason of some special attraction that any parking place will be thronged or obstructed.
- (3) Should a parking place, parking space or any part thereof be suspended in accordance with Article 19 (1) or (2), then the Council or police constable in uniform shall place or cause to be placed in or

adjacent to the parking place, parking space(s) or the part thereof the use of which is suspended such traffic signs as are necessary to indicate that use of that parking place or that part thereof is prohibited.

Power to vary method of collecting the parking charge

20. (1) The Council may, by Notice, temporarily vary the method of collecting the parking charge at a parking place:-
- (a) if it is satisfied that the method of collecting the parking charge should be varied by reason that works are being executed or are proposed to be executed in the parking place; or
 - (b) for the purpose of facilitating the movement of traffic or promoting its safety.
- (2) The Council may, by Notice, permanently vary the method of collecting the parking charge at a parking place.

Service of notice

21. (1) Any notice in pursuance of Articles 33 and 41 shall be given in writing addressed to the applicant for, holder of or former holder of the permit concerned and left at or sent by the recorded delivery service to the address given upon the relevant application form for the permit or to any other place believed to be that person's place of abode or business.
- (2) Any notice in pursuance of Articles 19 and 20 (1) shall be advertised at the entry to the parking place to which such notice relates, as soon as possible after the parking place or part thereof is suspended or the method of collecting the parking charge is varied.
- (3) Any notice in pursuance of Article 20 (2) shall be advertised at the entry to the parking place to which such notice relates, and at the parking administrative offices of the Council for a period of not less than 10 working days before the method of collecting the parking charge is varied.

Alteration of position of a vehicle in a parking place

22. Where any vehicle is standing in a parking place in contravention of the provisions of Article 9, a civil enforcement officer may alter or cause to be altered the position of the vehicle in order that its position shall comply with the provisions of Article 9.

Movement of a vehicle in a parking place in an emergency

23. In case of emergency, a police constable in uniform or a civil enforcement officer may move or cause to be moved any vehicle left in a parking place to any place they think fit.

Movement of a vehicle in a parking place causing an obstruction

24. In case of obstruction, a police constable in uniform or a civil enforcement officer may move or cause to be moved any vehicle left in a parking place to a convenient parking place nearest to where the vehicle was originally parked.

Removal of a vehicle from a parking place

25. Where a vehicle:-

- (a) is parked in a parking place and is parked in a position that a civil enforcement officer or police constable in uniform considers to cause an obstruction to other users of the parking place; and
- (b) has been served two penalty charge notices by a civil enforcement officer in accordance with Article 17;

the civil enforcement officer or a police constable in uniform may authorise the removal of the vehicle and, where it is so removed, shall provide for the safe custody of the vehicle. The Council or authorised agent shall notify the Police of the details of any vehicle so removed, and the arrangements that may be made for the owner to recover the vehicle.

Charges payable when a vehicle is removed

26. (1) Where a vehicle is removed, the owner of the vehicle shall produce such documentary evidence as is necessary for the Council or authorised agent to reasonably determine that the person purporting to be the owner is authorised to take charge of the vehicle.
- (2) Before a vehicle is returned to the owner, all outstanding penalty charges must be paid, together with the charges for removal and storage of such vehicle as follows:
- (a) A fixed charge of one hundred and five pounds; and
 - (b) A charge of twelve pounds per day, excluding the day on which such vehicle was removed from the parking place and the day on which the vehicle was collected by the owner.
- (3) Where a vehicle has been removed from the parking place and remains uncollected the Council shall be permitted to sell or dispose of such vehicle, in accordance with Section 101 of the 1984 Act, to reimburse all charges in paragraph (2) of this Article, and an additional charge for disposal of fifty pounds.

Part 6 – Season tickets

Season tickets

27. (1) For the purposes of administering season tickets the Council may define by name or unique reference code such parking place zones as the Council at its absolute discretion deem necessary.
- (2) The names, unique reference codes and parking places which comprise each parking place zone shall be as detailed in Schedules 2 and 3.
- (3) The Council at its absolute discretion may identify those parking spaces within each parking place for which season tickets would be valid.

Season ticket to be displayed on vehicles left in parking places

28. At all times during the operational hours when a vehicle in respect of which a season ticket has been issued is left in a parking place, the driver thereof shall cause to be displayed in the relevant position that season ticket issued in respect of that vehicle.

Application for and issue of season ticket

29. (1) Any person who is the owner or user of a vehicle may apply to the Council or authorised agent for the issue of a season ticket and any such application shall be made on a form issued by and obtainable from the Council or authorised agent and shall include the particulars and information required by such form to be supplied.
- (2) (a) The Council or authorised agent may at any time require an applicant for a season ticket to provide such evidence in respect of such application as they may reasonably call for to verify any particulars or information given to them.
- (b) The Council or authorised agent may at any time require a season ticket holder to provide such evidence in respect of any season ticket issued to the season ticket holder as they may reasonably call for to verify that such season tickets are valid.
- (3) (a) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the appropriate charge specified in Schedule 2 of this Order the Council or authorised agent, upon being satisfied that the applicant is the owner or user of a vehicle.
- (b) Such season ticket shall allow for the leaving during the operational hours in a parking place identified on the season ticket and referred to in Schedule 2 of a vehicle by the owner or by any person with the consent of said owner other than a

person to whom such vehicle has been let for hire or reward.

- (4) The Council or authorised agent, at its total discretion, reserves the right to either issue a season ticket, refuse to issue a season ticket or to withdraw such a season ticket if it appears appropriate to them at the time.
- (5) The season ticket shall be valid from the day it is issued by the Council or authorised agent unless the applicant requests such other date as the Council may approve.
- (6) The season ticket shall remain valid for a period of three calendar months commencing on the first day of the month in which the season ticket first becomes valid.
- (7) A summary of all conditions of use of a season ticket, including any identification of parking spaces within a parking place for which the season ticket would be valid pursuant to Article 27(3), shall be made available for inspection prior to an application for a season ticket, and shall be provided to the season ticket holder when the season ticket is issued.

Refund of charge paid in respect of a season ticket

30. (1) A season ticket holder who surrenders a season ticket to the Council or authorised agent before it becomes valid shall be entitled a full refund of any charge paid in respect thereof, less an administrative charge as may be prescribed from time to time by the Council.
- (2) A season ticket holder who surrenders a season ticket to the Council or authorised agent after it becomes valid shall be entitled to a refund of part of the charge paid in respect thereof in accordance with the provisions of paragraph (3) of this Article.
- (3) The part of the charge which is refundable under the provisions of paragraph (2) of this Article shall be calculated as one third of the full charge for one quarter year for the car park for which the season ticket is valid in respect of the permit being surrendered for each complete month which remains unexpired at the time the permit is surrendered to the Council or authorised agent, reduced to the next number of whole pounds, less an administrative charge as may be prescribed from time to time by the Council.

Lost or destroyed season ticket

31. If a season ticket is lost or destroyed the season ticket holder may apply to the Council or authorised agent for the issue of a duplicate and the Council shall, on being satisfied as to the loss or destruction and upon payment of an administrative charge as may be prescribed from time to time by the Council, issue a duplicate season ticket so marked and upon such issue the season

ticket which it duplicated shall become invalid.

Mutilated or defaced season ticket

32. If a season ticket is mutilated, defaced or otherwise becomes illegible the season ticket holder shall surrender the permit to the Council or authorised agent for the issue of a duplicate and the Council shall, upon being satisfied as to the veracity of the season ticket and upon payment of an administrative charge as may be prescribed from time to time by the Council, issue a duplicate season ticket so marked and upon such issue the season ticket which it duplicated shall become invalid.

Surrender, withdrawal and validity of season ticket

33. (1) A season ticket holder may surrender a season ticket to the Council or authorised agent at any time and shall surrender a season ticket to the Council or authorised agent on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (4) of this Article.
- (2) The Council or authorised agent may, by notice, withdraw a season ticket if it appears to the Council or authorised agent that any of the events set out in paragraph (3) of this Article has occurred and the season ticket holder shall surrender the permit to the Council or authorised agent within seventy-two hours of the delivery of the aforementioned notice.
- (3) The events referred to in the foregoing provisions of this Article are:-
- (a) the season ticket holder ceasing to be the owner or user of a vehicle;
 - (b) the issue of a duplicate season ticket by the Council or authorised agent under the provisions of Article 32;
 - (c) the season ticket ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.
- (4) Where a season ticket is issued to any person upon receipt of a cheque or use of a credit or debit card and the payment is subsequently dishonoured, the season ticket shall cease to be of any effect and the Council or authorised agent shall, by notice, require that person to surrender the season ticket to the Council or authorised agent within seventy-two hours of the delivery of the aforementioned notice.

Form of season ticket

34. A season ticket shall be in writing and shall include the following particulars :-
- (a) the registration mark of the vehicle in respect of which the season ticket

has been issued;

- (b) the parking zone or parking zones in which the season ticket is valid;
- (c) the last date on which the season ticket is valid;
- (d) an indication that the season ticket has been issued by the Council or authorised agent.

Change of vehicle by season ticket holder

35. In the event of the season ticket holder disposing of the vehicle in respect of which the season ticket has been issued and acquiring another vehicle, the Council or authorised agent shall on surrender of the season ticket by the season ticket holder and upon payment of an administrative charge as may be prescribed from time to time by the Council, issue a replacement season ticket having the same expiry date and validity as the original season ticket.

Part 7 – Discretionary Permits

Discretionary permits

36. The Council or authorised agent may at its absolute discretion issue a discretionary permit where:-
- (a) It is necessary to identify a vehicle that is lawfully parked in a parking place without requiring that vehicle to display a valid parking ticket; or
 - (b) The Council deems it appropriate to permit a vehicle to be parked in a parking place for a longer period of time than would normally be permitted; or
 - (c) The Council deems it appropriate to permit a vehicle to be parked in a position that would not normally be lawful.

Discretionary permit to be displayed on vehicles left in parking places

37. At all times when a vehicle in respect of which a discretionary permit has been issued is left in a parking place, the driver thereof shall cause to be displayed in the relevant position the discretionary permit issued in respect of that vehicle.

Application for and issue of discretionary permit

38. (1) Any person who is the owner of a vehicle may apply to the Council or authorised agent for the issue of a discretionary permit in respect of that vehicle and any such application shall be made on a form issued by and obtainable from the Council or authorised agent and shall include the particulars and information required by such form to be supplied.
- (2) (a) The Council or authorised agent may at any time require an applicant for a discretionary permit to provide such evidence in respect of such application as they may reasonably call for to verify any particulars or information given to them.
 - (b) The Council or authorised agent may at any time require a discretionary permit holder to provide such evidence in respect of a permit issued to the discretionary permit holder as they may reasonably call for to verify that such discretionary permit is valid.
- (3) Upon receipt of an application duly made under the foregoing provisions of this Article and upon receipt of the appropriate charge specified in paragraph (6) of this Article the Council or authorised agent, upon being satisfied that the applicant is the owner or user of a vehicle, may issue a discretionary permit for the leaving of the vehicle during the operational hours in a parking place or any particular position

specified in the discretionary permit relates by the owner of such vehicle or by any person using such vehicle with the consent of said owner or sole user other than a person to whom such vehicle has been let for hire or reward.

- (4) The Council or authorised agent, at its total discretion, reserves the right to either issue a discretionary permit, refuse to issue a discretionary permit or to withdraw such a permit if it appears appropriate to them at the time.
- (5) The permit shall be valid from the day it is issued by the Council or authorised agent unless the applicant requests such other date as the Council may approve.
- (6) The Council may make a charge for the issue of the discretionary permit, the charge shall be as may be prescribed from time to time by the Council, but that charge shall not exceed the sum of two pounds per day or any part thereof for which the discretionary permit is valid.
- (7) The permit shall expire at 23:59 on the date stated on the permit.

Lost or destroyed permit

39. If a permit is lost or destroyed the permit holder may apply to the Council or authorised agent for the issue of a duplicate and the Council may, on being satisfied as to the loss or destruction and upon payment of an administrative charge as may be prescribed from time to time by the Council, issue a duplicate permit so marked and upon such issue the permit which it duplicated shall become invalid.

Mutilated or defaced permit

40. If a permit is mutilated, defaced or otherwise becomes illegible the permit holder shall surrender the permit to the Council or authorised agent for the issue of a duplicate and the Council may, on being satisfied as to the veracity of the permit and upon payment of an administrative charge as may be prescribed from time to time by the Council, issue a duplicate permit so marked and upon such issue the permit which it duplicated shall become invalid.

Surrender, withdrawal and validity of discretionary permit

41. (1) A discretionary permit holder may surrender a discretionary permit to the Council or authorised agent at any time and shall surrender a discretionary permit to the Council or authorised agent on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (4) of this Article.
- (2) The Council or authorised agent may, by notice, withdraw a

discretionary permit if it appears to the Council or authorised agent that any of the events set out in paragraph (3) of this Article has occurred and the discretionary permit holder shall surrender the permit to the Council or authorised agent within seventy-two hours of the delivery of the aforementioned notice.

- (3) The events referred to in the foregoing provisions of this Article are:-
- (a) the circumstances that caused the discretionary permit to be issued no longer apply;
 - (b) the discretionary permit holder ceasing to be the owner or user of the vehicle in respect of which the discretionary permit was issued;
 - (c) the issue of a duplicate discretionary permit by the Council or authorised agent under the provisions of Article 38;
 - (d) the discretionary permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.
- (4) Where a discretionary permit is issued to any person upon receipt of a cheque or credit card and the payment is subsequently dishonoured, the discretionary permit shall cease to be of any effect and the Council or authorised agent shall, by notice, require that person to surrender the discretionary permit to the Council or authorised agent within seventy-two hours of the delivery of the aforementioned notice.

Form of discretionary permit

42. A discretionary permit shall be in writing and shall include the following particulars :-
- (a) the registration mark of the vehicle in respect of which the discretionary permit has been issued;
 - (b) the parking place or location in which the discretionary permit is valid;
 - (c) the earliest date and time at which the discretionary permit is valid;
 - (d) the latest date and time at which the discretionary permit is valid;
 - (e) Where the discretionary permit allows a vehicle to be parked in a location other than in a parking space, an indication of the precise location in which the discretionary permit is valid;
 - (f) an indication that the discretionary permit has been issued by the Council or authorised agent;

Change of vehicle by permit holder

43. In the event of the permit holder disposing of the vehicle in respect of which the permit has been issued and acquiring another vehicle, the Council or authorised agent may on surrender of the permit by the permit holder and upon payment of an administrative charge as may be prescribed from time to time by the Council, issue a replacement permit having the same expiry date and validity as the original permit.

Part 8 – Reserved parking places

Spaces reserved for particular classes of vehicle

44. (1) Save as provided for in paragraphs (a) to (c) inclusive of Article 5 no person shall cause or permit any vehicle to wait at any time in any parking space marked as for the sole use of a disabled person's vehicle which is not a disabled person's vehicle.
- (2) Save as provided for in paragraphs (a) to (c) inclusive of Article 5 no person shall cause or permit any vehicle to wait at any time in any parking space marked as for the sole use of a bicycle propelled by mechanical power which is not a bicycle propelled by mechanical power.
- (3) Save as provided for in paragraphs (a) to (c) inclusive of Article 5 no person shall cause or permit any vehicle to wait at any time in any parking space marked for the sole use of parents accompanied by toddlers which is not a vehicle driven by a parent accompanied by one or more toddlers.
- (4) Save as provided for in paragraphs (a) to (c) inclusive of Article 5 no person shall cause or permit any vehicle to wait at any time in any parking space marked for the sole use of an electric vehicle which is not an electric vehicle.
- (5) Save as provided for in paragraphs (a) to (c) inclusive of Article 5 no person shall cause or permit any vehicle to wait at any time in any parking space marked for drop off only other than for the purpose of dropping or collecting a passenger within the allotted time period specified upon the corresponding traffic sign.
- (6) Save as provided for in paragraphs (a) to (c) inclusive of Article 5 no person shall cause or permit any vehicle to wait at any time in any parking space marked for the sole use of a taxi other than a hackney carriage vehicle.
- (7) Save as provided for in paragraphs (a) to (c) inclusive of Article 5 no person shall cause or permit any vehicle to wait at any time in any parking space marked for the sole use of a permit holder other than a vehicle which is displaying a valid permit issued by the Council or an organisation which has sought permission from the Council to administer a valid permit.

Part 9 – Revocation of existing restrictions

Existing off street parking places orders to be revoked

The “Bedford Borough Council Off Street Parking Places Order 2017” and any subsequent amendment is hereby revoked.

Part 10 – Schedules

Schedule 1 – Identification of parking places to which this Order relates

Parking Place	Description
Allhallows	A multi-storey car park between Greenhill Street and Brace Street
Ashburnham Road	A surface car park off the west side of Ashburnham Road at its southern end
Avon Drive	A surface car park off Avon Drive, near Waveney Avenue
Bedford Cemetery, Foster Hill Road	A surface car park off the east side of Foster Hill Road, opposite Park Road North
Borough Hall	A surface car park off Cauldwell Street, fronting the Borough Hall building
Brickhill Drive	A surface car park off Brickhill Drive, near Kestrel Road
Church Lane	A surface car park off Needwood Road, near Church Lane
Duck Mill Lane	A surface car park off Duck Mill Lane, adjacent to St. Mary's Street
Elstow Park and Ride, Elstow	A Park and Ride surface car park at Progress Park, off the A6, Elstow
Foster Hill Road	A surface car park off the east side of Foster Hill Road and immediately north of the Robinson Pool car park
Greyfriars	A surface car park off the east side of Greyfriars, adjacent to the Hassett Street/Greyfriars roundabout
Halsey Road	A surface car park off Halsey Road, Kempston, adjacent to Addison Howard Park
Havelock Street	A surface car park on the corner of Ford End Road and Havelock Street, adjacent to no.1 Havelock Street
Library Walk (off Hartop Close)	A surface car park off Hartop Close, south of Library Walk shopping parade
Library Walk (off Putnoe Street)	A surface car park off Putnoe Street, north of Library Walk shopping parade
Lurke Street	A multi-storey car park at the corner of Lurke Street and Howard Street
Melbourne Street	A surface car park off Melbourne Street, near Kingsway
Prebend Street	A surface car park off the west side of Prebend Street, opposite the Borough Hall building
Queens Drive	Two surface car parks, one off Queens Drive and one of Bowhill, both west of Queens Drive shopping parade
Queen Street	A multi-storey car park at the corner of Queen Street and Princes Street
River Street	A multi-storey car park at the corner of River Street and Horne Lane
Riverside	A surface car park off Horne Lane
Robinson Pool, Foster Hill Road	A surface car park off the east side of Foster Hill Road and immediately north of the Robinson Pool building
St John's Street	A surface car park off St. John's Street, Kempston, opposite St. John's Walk

St. Mary's Gardens	A surface car park off Cauldwell Street, between the Borough Hall and Bedford College buildings
St. Peters Street	A surface car park off Goldington Road, near Kimbolton Road

Schedule 2 – Identification of parking places to which a parking charge applies

Parking Place (Car Park)	Hours of Operation	Method of Operation	Parking Charges	Other Conditions of Use
Article 3 Allhallows	Article 7 At all times (if open)	Article 11 Pay and Display	Article 10 Monday to Friday 06:00 – 18:00 Up to 1 hour 130p Up to 2 hours 190p Up to 3 hours 340p Up to 4 hours 420p Over 4 hours 780p Saturday 06:00 – 18:00 Up to 2 hours Free Up to 3 hours 130p Up to 4 hours 190p Up to 5 hours 340p Up to 6 hours 420p Over 6 hours 560p Sunday Per visit Free	Articles 6, 15 and 29 Vehicle height limit 1.88 metres (6'2") Vehicle weight limit 2.5 tonnes 1 month £118 Annual season ticket £1420 Maximum parking period 24 hours
Ashburnham Road	At all times	Pay and Display	Monday to Friday 06:00 – 23:59 All day 800p Monday to Friday 10:00 – 23:59 350p Saturday or Sunday 06:00 – 23:59 Per visit 250p	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes 1 month £105 Annual season ticket £1257 Maximum parking period 24 hours

Duck Mill Lane	At all times	Pay and Display	Monday to Friday 08:00 – 18:00 Up to 2 hours Saturday 08:00 – 18:00 Up to 2 hours Sunday Per visit	160p Free Free	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes <u>Maximum parking period</u> Monday to Saturday 08:00 to 18:00 – 2 hours maximum with no return within 1 hour Other times – no restriction
Foster Hill Road	At all times	Pay and Display	Monday to Friday 08:00 – 18:00 Up to 3 hours Up to 4 hours Up to 5 hours Over 5 hours Saturday and Sunday 08:00 – 18:00 Up to 5 hours Over 5 hours At all other times	Free 110p 220p 800p Free 800p Free	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes Maximum parking period 24 hours No return within 1 hour A valid ticket must be displayed for the 3 hour free period Monday to Friday A valid ticket must be displayed for the 5 hour free period on Saturday and Sunday
Greyfriars	At all times	Pay and Display (See Schedule 3 for exemption)	Monday to Friday 08:00 – 18:00 Up to 2 hours Saturday 08:00 – 18:00 Up to 2 hours At other times Standard charge	200p Free Free	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes <u>Maximum parking period</u> Monday to Saturday 08:00 to 18:00 – 2 hours maximum with no return within 1 hour Other times – no restriction A valid ticket must be displayed for the 2 hour free period on a Saturday

Lurke Street	At all times (if open)	Pay on Foot	Monday to Friday 06:00 – 18:00 Up to 1 hour Up to 2 hours Up to 3 hours Up to 4 hours Up to 5 hours Over 5 hours Saturday 06:00 – 18:00 Up to 2 hours Up to 3 hours Up to 4 hours Up to 5 hours Up to 6 hours Over 6 hours Sunday Per visit	130p 190p 300p 390p 450p 720p Free 130p 190p 300p 390p 450p Free Free	Vehicle height limit Vehicle weight limit 1 month Annual season ticket Maximum parking period	1.9 metres (6'3") 2.5 tonnes £119 £1425 24 hours
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Melbourne Street	<p><u>Cars</u> At all times</p> <p><u>Commercial Vehicles and Motorhomes</u> 06:30 – 22:30 daily</p>	Pay and Display	<p><u>Cars</u> Monday to Saturday 07:00 – 18:00 Up to 2 hours 120p Up to 4 hours 280p Over 4 hours 400p</p> <p>Sunday Per visit Free</p> <p><u>Commercial Vehicles and Motorhomes</u> Monday to Saturday 06:30 – 22:30 (but not overnight) Up to 16 hours 500p</p>	<p>Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes</p> <p>1 month £44 Annual season ticket £533</p> <p>Vehicle height, length and weight limits do not apply to commercial vehicles displaying a valid commercial vehicle ticket</p> <p>Maximum parking period 24 hours</p> <p>Parking overnight not permitted for commercial vehicles or motorhomes</p> <p>A valid ticket must be displayed during free periods</p>
Prebend Street	At all times	Pay and Display	<p>Monday to Saturday 07:00 – 17:00 Up to 2 hours 180p Up to 4 hours 420p Over 4 hours 560p</p> <p>Monday to Saturday 17:00 – 23:59 Standard charge 100p</p> <p>Sunday Per visit 180p</p>	<p>Vehicle height limit 2.1 metres (6'8") Vehicle weight limit 2.5 tonnes</p> <p>1 month £65 Annual season ticket £776</p> <p>Maximum parking period 24 hours</p>

Queen Street	At all times (if open)	Pay on Foot	Monday to Saturday 06:00 – 18:00 Up to 2 hours Up to 3 hours Up to 4 hours Up to 5 hours Up to 6 hours Over 6 hours until 18:00 Sunday	Free 50p 90p 150p 240p 350p Car park closed	Vehicle height limit Vehicle weight limit 1 month Annual season ticket Maximum parking period	1.9 metres (6'3") 2.5 tonnes £54 £644 24 hours
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River Street	At all times (if open)	Pay on Foot	Monday to Friday 06:00 – 19:59 Up to 1 hour Up to 2 hours Up to 3 hours Up to 4 hours Over 4 hours Monday to Friday 20:00 – 02:59 Evening charge Monday to Friday 03:00 – 05:59 Overnight charge Saturday 06:00 – 19:59 Up to 2 hours Up to 3 hours Up to 4 hours Up to 5 hours Up to 6 hours Over 6 hours Saturday 20:00 – 23:59 Per visit Sunday Per visit	150p 220p 400p 500p 800p 100p 400p Free 150p 220p 400p 500p 800p 100p Free	Vehicle height limit Vehicle weight limit 1 month Annual season ticket Maximum parking period	1.9 metres (6'3") 2.5 tonnes No longer available No longer available 24 hours
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Riverside	At all times	Pay and Display (See Schedule 3 for exemption)	Monday to Friday 00:00 – 23:59 Per hour Saturday 00:00 – 23:59 Up to 2 hours Per hour thereafter Sunday Per visit	200p Free 200p Free	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes Maximum parking period 24 hours A valid ticket must be displayed for the 2 hour free stay period on a Saturday
Robinson Pool, Foster Hill Road	At all times	Pay and Display	Monday to Friday 06:00 – 22:00 Up to 2 hour Up to 3 hours Up to 4 hours Up to 5 hours Over 5 hours Saturday and Sunday 06:00 – 22:00 Up to 5 hours Over 5 hours At all other times	Free 120p 220p 320p 800p Free 800p Free	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes Maximum parking period 24 hours No return within 1 hour A valid ticket must be displayed for the 2 hour free period Monday to Friday A valid ticket must be displayed for the 5 hour free period on Saturday and Sunday

St. Mary's Gardens	At all times	Pay and Display	<p>Monday to Friday 07:00 – 18:00</p> <p>Up to 1 hour 150p</p> <p>Up to 2 hours 220p</p> <p>Up to 3 hours 400p</p> <p>Up to 4 hours 500p</p> <p>Over 4 hours 800p</p> <p>Saturday 07:00 – 18:00</p> <p>Up to 2 hours Free</p> <p>Up to 3 hours 150p</p> <p>Up to 4 hours 220p</p> <p>Up to 5 hours 400p</p> <p>Up to 6 hours 500p</p> <p>Over 6 hours 800p</p> <p>Sunday</p> <p>Per visit Free</p>	<p>Vehicle height limit 1.9 metres (6'3")</p> <p>Vehicle weight limit 2.5 tonnes</p> <p>Maximum parking period 24 hours</p> <p>A valid ticket must be displayed for the 2 hour free period on a Saturday</p>
St. Peters Street	At all times	Pay and Display	<p>Monday to Friday 07:00 – 18:00</p> <p>Up to 1 hour 120p</p> <p>Up to 2 hours 180p</p> <p>Up to 4 hours 320p</p> <p>Over 4 hours 620p</p> <p>Saturday 07:00 – 18:00</p> <p>Up to 2 hours Free</p> <p>Up to 3 hours 120p</p> <p>Up to 4 hours 180p</p> <p>Up to 6 hours 320p</p> <p>Over 6 hours 620p</p> <p>Sunday</p> <p>Per visit Free</p>	<p>Vehicle height limit 2.2 metres (7'2")</p> <p>Vehicle weight limit 2.5 tonnes</p> <p>1 month £94</p> <p>Annual season ticket £1125</p> <p>Maximum parking period 24 hours</p> <p>A valid ticket must be displayed for the 2 hour free period on a Saturday</p>

Schedule 3 – Identification of parking places to which a parking charge does not apply

Parking Place (Car Park)	Hours of operation	Other Conditions of Use
Article 3	Article 7	Articles 6 and 15
Avon Drive	07:00 – 23:30 daily	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes Maximum parking period 2 hours
Bedford Cemetery, Foster Hill Road	07:00 – 23:30 daily	Authorised permit holders only Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes Maximum parking period 24 hours
Borough Hall	Monday to Friday 09:00 – 17:00	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes <u>Maximum parking period</u> Disabled parking spaces – 2 hours Electric vehicle charging spaces – 3 hours with no return within 1 hour General parking spaces – 1 hour with no return within 3 hours
Brickhill Drive	07:00 – 23:30 daily	No Borough Hall staff parking Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes Maximum parking period 2 hours
Church Lane	07:00 – 23:30 daily	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes Maximum parking period 24 hours
Elstow Park and Ride, Elstow	Monday to Saturday 06:00 – 23:00 Sunday 10:00 – 17:15	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes Maximum parking period 12 hours Park and Ride use only
Greyfriars Surface Car Park (allocation of three parking spaces only)	At all times	Vehicle height limit 2.2 metres (7'2") Vehicle weight limit 2.5 tonnes Maximum parking period 30 minutes

Halsey Road	07:00 – 23:30 daily	Vehicle height limit Vehicle weight limit Maximum parking period	2.2 metres (7'2") 2.5 tonnes 24 hours
Havelock Street	07:00 – 23:30 daily	Vehicle height limit Vehicle weight limit Maximum parking period	2.2 metres (7'2") 2.5 tonnes 2 hours with no return within 1 hour
Library Walk (Hartop Close)	07:00 – 23:30 daily	Vehicle height limit Vehicle weight limit Maximum parking period	2.2 metres (7'2") 2.5 tonnes 4 hours
Library Walk (Putnoe Street)	07:00 – 23:30 daily	Vehicle height limit Vehicle weight limit Maximum parking period	2.2 metres (7'2") 2.5 tonnes 2 hours
Queens Drive	07:00 – 23:30 daily	Vehicle height limit Vehicle weight limit Maximum parking period	2.2 metres (7'2") 2.5 tonnes 24 hours
Riverside (one taxi bay and one loading bay only)	At all times	Vehicle height limit Vehicle weight limit Maximum parking period	2.2 metres (7'2") 2.5 tonnes 24 hours
St. John's Street	07:00 – 23:30 daily	Vehicle height limit Vehicle weight limit Maximum parking period	2.2 metres (7'2") 2.5 tonnes 1 hour

Schedule 4 – Miscellaneous charges

Description of Charge	Charge	Articles
Season ticket, administrative charge, replacement of lost or mutilated permit	£10	31, 32
Season ticket, administrative charge, surrender	£5	30
Season ticket, administrative charge, change of vehicle	£5	35
Discretionary permit, administrative charge, replacement of lost or mutilated permit	£10	39, 40
Discretionary permit, administrative charge, change of vehicle	£5	43
Penalty charge notice – higher rate Penalty charge notice – lower rate The higher or lower rate applies according to the severity of the contravention as determined in the 2004 Act. Note:- A statutory 50% reduction applies where payment is made within 14 days, and a statutory 50% increase (together with Court charges) applies where payment is not made before the issue of a charge certificate. Where the penalty charge notice has been issued following camera enforcement action and sent by post, the statutory 50% reduction applies where payment is made within 21 days from the served date of the Notice which is deemed to be 2 days after the posting date.	£70 £50	17 17
Discretionary permit, issue of permit	up to £2 per day	38
Removal of vehicle	£105	26
Storage of vehicle	£12 per day	26
Disposal of vehicle	£50	26

Note:- All charges include VAT at the prevailing rate where applicable.