



The Chelmsford City Council
(Parks, Sports and Recreational Grounds) (Hylands Park)
(Off-Street Parking Places)
Order 2021

NOTICE IS HEREBY GIVEN that Chelmsford City Council has made the above Order under its powers contained in the Road Traffic Regulation Act 1984 as amended and the Traffic Management Act 2004 as amended and all other enabling powers.

The effect of the Order will revoke The Chelmsford City Council (Parks, Sports and Recreational Grounds) (Hylands Park) (Off-Street Parking Places) Order 2018 and replace with The Chelmsford City Council (Parks, Sports and Recreational Grounds) (Hylands Park) (Off-Street Parking Places) Order 2021. The new Order will include: -

- a) the introduction of the new car parking charges and the times the new proposed charges apply within the designated car parking areas as specified in Schedule 1 of the Order. These new charges will replace the current free parking provision.
- b) the conditions of use and types and validation of payment, for parking and enforcement purposes.

Date of operation: The Order will come into operation on **8th November 2021**.

Further details: A copy of the Order together with a copy of this Notice may be inspected during normal office hours at Civic Reception, Civic Centre, Chelmsford CM1 1JE. Alternatively, they can be viewed online at <http://www.chelmsford.gov.uk> or documents can be sent by email or post by emailing trafficreg@chelmsford.gov.uk or writing to the address below.

Application to the high court: If you wish to question the validity of the Order or any provisions contained in it on the grounds that it is not within the powers conferred by the Road Traffic Regulation Act 1984, or on the grounds that any requirement of that Act or of any instrument made under it, has not been complied with in relation to the Order, you may apply within 6 weeks from the date of the making of the Order apply to the High Court for this purpose.

Dated: 28th October 2021

Keith Nicholson
Director of Public Places
Civic Centre
Duke Street
Chelmsford
CM1 1JE



**The Chelmsford City Council (Parks, Sports and Recreational Grounds)
(Hylands Park) (Off-Street Parking Places) Order 2021**

Chelmsford City Council (hereinafter referred to as “the Council”) in exercise of its powers under Section 32, 35 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 as amended (hereinafter referred to as “the 1984 Act”), the Traffic Management Act 2004 (hereinafter referred to as “ the 2004 Act”) and of all other enabling powers and with the consent of Essex County Council given in accordance with Section 39 (3) of the 1984 Act and after consultation with the Chief Officer of Police in accordance with Paragraph 20 of Part III of Schedule 9 to the 1984 Act HEREBY makes the following Order:

1. Commencement and Citation

This Order shall come into operation on the **8th day of November 2021** and may be cited as the Chelmsford City Council (Parks, Sports and Recreational Grounds) (Hylands Park) (Off-Street Parking Places) Order 2021.

2. Revocation

With effect from the date set out in Article 1 above, The Chelmsford City Council (Parks, Sports and Recreational Grounds) (Hylands Park) (Off-Street Parking Places) Order 2018 shall be revoked.

1. Interpretation

In this Order, except where stated, the following expressions shall have the following meanings hereby respectively assigned to them: -

“Civil Enforcement Officer” means a person authorised by or on behalf of the Council to enforce the regulations and contraventions contained in the Traffic Management Act 2004.

“Disabled Person’s Badge”, “Disabled Person’s Vehicle” and “Disabled Person’s Parking Disc” have the same meaning as in the Local Authorities’ Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000.

“Driver” in relation to a vehicle waiting in a Parking Place means any person driving the vehicle at the time it was left in the Parking Place.

“Electric Vehicle” means a Motor Vehicle which is propelled by electric energy (battery-only powered vehicle) from rechargeable batteries. The batteries provide the power to propel the vehicle and to power the lights and all accessories within the vehicle. Hybrid vehicles which require charging are included in this category.

“Electric Vehicle Charging Bay” means a Parking Bay designated for the sole use by an Electric Vehicle while charging for a maximum of 3 hours’ continuous charging time.

“Electric Vehicle Charging Point” means a purpose-built unit designed specifically for charging an Electric Vehicle.

“Motor Car” has the same meaning as defined in Section 136(2) of the 1984 Act.

“Motorcycle” has the same meaning as defined in Section 136(4) of the 1984 Act.

“Motor Vehicle” has the same meaning as defined in Section 136(1) of the 1984 Act

“Owner” in relation to a vehicle means the person who is recorded as the registered keeper by the Driver Vehicle and Licensing Agency on the date on which the vehicle was parked in a Parking Place in question.

“Parking Bay” means any area of a Parking Place, which is provided for the leaving of a vehicle and indicated by markings on the surface of the Parking Place and/or such other markings or signs as deemed appropriate.

“Parking Permit” means a permit of a type and design issued by the Council subject to certain conditions, valid for a period of use in Parking Places specified by the Council.

“Parking Permit Holder” means a person or company who has been issued by the Council a Parking Permit.

“Parking Place” means any off-street area of land so specified by name in Schedule 1 provided by the Council for the leaving of a vehicle under the provisions of this Order.

“Pay and Display Ticket” means a ticket issued by a Ticket Machine located in the Parking Place in which the vehicle has been parked.

“Pay by Phone” means a method of payment by phone or electronic means and, on first use, registration of an account and the relevant registration number of the vehicle, location of the Parking Place, credit or debit card details or any such other details as the Council may from time to time require which is accepted by the Council as a valid method of payment for the relevant time of use of the Parking Place.

“Penalty Charge” means a charge set out by the Council under the provisions of the 2004 Act.

“Penalty Charge Notice” has the same meaning as in the Civil Enforcement of Parking Contraventions (England) General Directions 2007.

“Qualifying Chelmsford City Council Resident” means a resident who resides at an address within the ward boundaries and council tax responsibility of Chelmsford City Council.

“Relevant Position” means –

- (a) in respect of a vehicle displaying a valid Disabled Person’s Badge –
 - (i) the badge is exhibited on the dashboard or fascia of the vehicle so that the front of the badge is clearly legible from the outside of the vehicle; or
 - (ii) where the vehicle is not fitted with a dashboard or fascia, the badge is exhibited in a conspicuous position on the vehicle, so that the front of the badge is clearly legible from the outside of the vehicle.
- (b) in respect of a vehicle displaying a Disabled Person’s Parking Disc –
 - (i) the disc is exhibited on the dashboard or fascia of the vehicle; or

- (ii) where the vehicle does not have a dashboard or fascia, the disc is exhibited in a conspicuous position on the vehicle, so that, when marked to show the quarter-hour period during which a period of waiting began, that period is clearly legible from the outside of the vehicle.
- (c) in respect of a vehicle displaying a Pay and Display Ticket, Season Ticket or Parking Permit –
- (i) the ticket or permit is exhibited on the inside surface of the windscreen or side window or on the dashboard or fascia so that ALL of the details on the front of the ticket or permit are clearly visible and be easily seen and read from the outside of the vehicle; or
 - (ii) where the vehicle is not fitted with a windscreen, dashboard, or fascia, the ticket or permit is exhibited in a conspicuous position so that ALL of the details on the front of the ticket or permit are clearly visible and can easily be read from the outside of the vehicle.

so that in the case of a Pay and Display Ticket, the details on the front of the ticket means the date and time of expiry is clearly visible and can be easily seen and read from the outside of the vehicle or in the case of a Season Ticket, the type of Parking Season Ticket issued and the serial number is clearly visible and can be easily seen and read from the outside of the vehicle.

“Season Ticket” means an electronic or paper parking ticket purchased, subject to certain conditions, valid for the period specified on the ticket for use in Parking Places specified and indicated on the ticket.

“Summer Temporary Parking Bay” means any area of the temporary summer overflow parking place, which is provided for the leaving of a vehicle as directed on site on the grass area in an orderly fashion.

“the Council” means Chelmsford City Council or any other agent acting on behalf of, or with the written consent of, Chelmsford City Council.

“Ticket Machine” means an apparatus or device of a type and design approved by the Secretary of State for Transport.

2. Area of Car Park

- (a) Each Parking Place designated in Schedule 1 to this Order may be used, subject to the following provisions of this Order, as a Parking Place to leave vehicles of such classes, in such positions, on such days, during such hours, for such period and on payment of such charges as are specified in relation thereto in Schedule 1 to this Order PROVIDED THAT the Council may individually authorise any vehicle to be left in any Parking Place without compliance with all or any of the Articles in this Order.

- (b) Vehicles may only be parked entirely within the white lines, barrier, posts or other similar indications marked in the Parking Place (where they are indicated) or parked as directed on site.

3. Class and position of Vehicle

Where in the Schedule to this Order, a Parking Place, whether in relation to the whole or part thereof is described as available for or restricted to use by season ticket or permit holders only, or where the driver of a vehicle is required to pay by phone or display a valid Pay and Display Ticket, no person shall permit a vehicle to wait in that Parking Place or in any Parking Bay within a Parking Place:

- (a) unless it is of the specified class.
- (b) unless it is a vehicle displaying in the Relevant Position a Disabled Person's Badge in a Parking Bay so marked for disabled persons.
- (c) unless the vehicle is displaying in the Relevant Position a Parking Permit or Season Ticket issued by the Council for that Parking Bay or Parking Place, or obtained an electronic ticket issued by the Council for that Parking Place specified.
- (d) unless the vehicle has obtained permission from the Council.
- (e) unless the vehicle is parked entirely within the white lines, barrier, posts, or other similar indications marked in the Parking Place (where they are indicated).
- (f) unless it is an Electric Vehicle in an Electric Vehicle Charging Bay so marked for charging in an Electric Vehicle Charging Point
- (g) except by emergency vehicles or breakdown vehicles attending a breakdown
- (h) in a position other than that specified; or
- (i) for a purpose other than provided for in this Order.

4. Classes of Vehicle

No person shall cause or permit a vehicle to be parked in a Parking Place unless it is within the following class that is to say: -

- (a) a Motor Vehicle.
- (b) a Motorcycle or Motorcycle combinations.
- (c) any other class of vehicle specifically prescribed at each Parking Place or Parking Bay

PROVIDED that class of vehicle does not exceed 3 metric tonnes unladen weight or 2.2 metres in height or 5.25 metres in length without the express permission of the Council.

5. Days and Hours of Operation

The days and hours of operation and the days and hours the fees and charges apply of the Parking Places are specified in Schedule 1 of this Order.

6. Permit Parking or Season Ticket

- (a) Any person, firm or company organising an event or activity, and meeting such criteria as shall from time to time be advised by the Council may apply to the Council for the issue of a Parking Permit or Season Ticket for the leaving of a vehicle in a Parking Place. A charge for a permit or season ticket will apply as specified in Schedule 1 of this Order.
- (b) A paper Parking Permit or Paper Season Ticket shall be displayed in the Relevant Position on the vehicle in respect of which it was issued or on the vehicle parked by the person in respect of whom it was issued at all times during which the vehicle is parked in the Parking Place.
- (c) An electronic Parking Permit or electronic Season Ticket shall be registered to the vehicle in respect of which it was issued in respect of whom it was issued at all times during which the vehicle is parked in the Parking Place.
- (d) Where in the Schedules to this Order a Parking Place whether in relation to the whole or any part thereof is described as available for or restricted to use by Parking Permit Holders or Season Ticket Holders then no person shall cause or permit a vehicle to be parked in that Parking Place unless:-
 - (i) it is of the class specified in Article 4 to this Order
 - (ii) the appropriate charge specified in Schedule 1 of this Order has been paid to the Council
 - (iii) the Parking Permit or Season Ticket issued by the Council relates to the Parking Place in respect of which it was issued, for the vehicle in respect of which it was issued or the person in respect of whom it was issued, up to the date and for the time (if any) specified on the Parking Permit or Season Ticket; and
 - (iv) the driver has complied with the terms stipulated by the Council for the use of a Parking Place.
- (e) A Parking Permit or Season Ticket shall remain the property of the Council at all times and must be surrendered on request by the Council.

7. Pay and Display Tickets

- (a) The person in charge of a vehicle, upon parking the vehicle in a Parking Bay, shall immediately arrange for the purchase of a Pay and Display Ticket from a Ticket Machine situated at that Parking Place at the level of charge and for the period required in accordance with the scale of charges specified in Schedule 1 to this Order.

- (b) Upon payment of the charge specified in Schedule 1 to this Order, the driver, having obtained a ticket from the machine, shall continuously display the ticket in the relevant position throughout the stay of the vehicle.
- (c) A Pay and Display Ticket shall only be valid for that day and that time and shall only relate to that Parking Place.
- (d) A Pay and Display Ticket is not transferable from one vehicle to another and, on transfer, the Pay and Display Ticket ceases to be valid.
- (e) If at a time when a vehicle is parked in a Parking Place during the period specified in the Schedule to this Order the nearest Ticket Machine in that Parking Place is out of order, then a ticket shall be obtained from another Ticket Machine within the same Parking Place (where provided) or as directed in the Parking Place.
- (f) The expiry of the period for which a charge has been paid shall be where a Pay and Display Ticket has been purchased, when the time shown on the clock issuing Ticket Machine is later than the expiry time shown on the Pay and Display Ticket.
- (g) If at any time while a vehicle is parked in a Parking Place no Pay and Display Ticket is displayed in the relevant position and in accordance with the provisions of this Order, it shall be deemed that the charge has not been paid.
- (h) If the driver of a vehicle has made payment of the appropriate charge specified in Schedule 1 of this Order by means of Pay by Phone, the vehicle will be exempt from displaying a Pay and Display Ticket.
- (i) If at any time while a vehicle is parked in a Parking Place no electronic parking session is registered or where a paper Pay and Display Ticket is also not displayed and in accordance with the provisions of this Order, it shall be deemed that the charge has not been paid.

8. Display of Ticket or Permit

At all times during which a vehicle is left in a Parking Place requiring the use of a Pay and Display Ticket, Season Ticket or Permit, the said ticket or permit shall be continuously displayed in the Relevant Position throughout the stay of the vehicle, unless the driver has purchased a Pay and Display Ticket, Season Ticket or Permit by means of Pay by Phone which exempts the vehicle from displaying a Pay and Display Ticket, Season Ticket or Permit.

9. Waiting Periods

- (a) The driver of a Motor Vehicle shall not permit it to wait in a Parking Place or area of Hylands Park for longer than the maximum period permitted for waiting specified in Schedule 1 hereto in relation to that Parking Place except on such other days and on such hours as shall be posted by notice at the entrances to Hylands Park.
- (b) The driver of a vehicle shall not remove or attempt to remove the vehicle from Hylands Park when the access gates are locked for such periods specified in Schedule 1 and on such other days on such hours as shall be posted by notice at the entrance to the Hylands Park.
- (c) A vehicle which has been left and locked inside Hylands Park can only be removed during the hours that Hylands Park is open to the public as specified in Schedule 1 and on such other days on such hours as shall be posted by notice at the entrance to the Hylands Park.

10. Exemption from Charge

- (a) Any Parking Place (except where the Parking Bay is specifically marked for use by Permit Holders or Special Events) specified in Schedule 1 to this Order may be used at no charge subject to the provisions of this Order, for the leaving of a Disabled Person's Vehicle or a vehicle carrying a Disabled Persons Badge Holder as a passenger which displays in the relevant position a Valid Disabled Person's Badge
- (b) Any Parking Place (except where the Parking Bay is specifically marked for use by Permit Holders, Special Events or Blue Badge parking) specified in Schedule 1 to this Order, a qualifying Chelmsford City Council resident in receipt of Council Tax Support will be eligible to apply for a concession to allowing parking free of charge

11. Dispensation

The Council may issue a dispensation notice in respect of the use of any part of Hylands Park for a vehicle to park in the circumstance outlined below whenever he or she considers such dispensation reasonably necessary: -

- (b) for the purpose of any building operation, demolition, internal or external repair situation within the Parking Place.
- (c) for the purpose of any maintenance or inspection required within the Parking Place.

At all times during which the vehicle is parked there shall be continuously displayed in the front or nearside of the windscreen of the vehicle a valid dispensation notice issued in respect of that vehicle so that all particulars are clearly visible and can be easily seen and read from the outside of the vehicle.

12. Penalty Charge

- (a) The Penalty Charges shall be such charges as shall have been approved and published in accordance with Part 3 of Schedule 9 of the 2004 Act.
- (b) A Penalty Charge applies to a vehicle: -
 - (i) where the driver does not display in the Relevant Position a Parking Permit or Season Ticket valid for that Parking Place.
 - (ii) where the driver does not display in the relevant position a ticket valid for that time and that day and that Parking Place at a Pay and Display car park or failed to purchase a ticket by means of Pay by Phone.
 - (iii) parked outside of a marked Parking Bay or designated parking area specified in Schedule 1 to this Order
 - (iv) parked in a designated Disabled Badge Holder's only Parking Bay without displaying a valid Disabled Persons Badge.

- (v) parked in an Electric Vehicle Charging Bay and is charging an Electric Vehicle in an Electric Vehicle Charging Point for more than the maximum of 3 hours' continuous charging time.
 - (vi) parked in an Electric Vehicle Charging Bay that is not an Electric Vehicle and is not charging in an Electric Vehicle Charging Point.
 - (vii) parked in an Electric Vehicle Charging Bay that is an Electric Vehicle and is not connected and charging in an Electric Vehicle Charging Point.
 - (viii) parked in a restricted area in the Parking Place (yellow lines or hatching).
 - (ix) parked in a Parking Place in connection with the sale or offering or exposing for sale goods when prohibited.
 - (x) parked which exceeds the maximum weight and/or height and/or length permitted in the Parking Place.
 - (xi) parked causing an obstruction.
 - (xii) parked with engine running where prohibited.
 - (xiii) parked when Hylands Park is locked and closed to the public
 - (xiv) parked without complying with any of the requirements of this Order
- (c) If a Penalty Charge Notice is attached to a vehicle no person not being the driver of the vehicle or the person authorised to do so by the driver or the registered keeper of the vehicle or a person authorised by the Council shall remove the same from the vehicle.
- (d) The payment of the said Penalty Charge in accordance with the requirements set out in the Penalty Charge Notice issued in respect thereof shall entitle the Driver of the Vehicle to which the Penalty Charge Notice was issued to leave the said Vehicle in the Parking Place concerned until 12.00 Midnight on the day on which the said Penalty Charge Notice was attached to the Vehicle, or the time at which the said Parking Place closes on that said day, whichever shall be earlier.

13. Suspension or Temporary Closure of Parking Places

- (a) Nothing in this Order shall prevent the Council by notice, sign or barrier displayed or erected in a Parking Place
 - (i) from closing a Parking Place or any part thereof for any period; or
 - (ii) from setting aside a Parking Place or any part thereof on all days or on certain days or during certain parts of days for use by particular vehicles or organisations.
- (b) Any person duly authorised by the Council closing or suspending the use of a Parking Place or any part thereof shall place or cause to be placed in or adjacent to that Parking Place or that part thereof a notice or traffic sign indicating that that Parking Place or that part thereof is closed or the use is suspended and that parking by vehicles is prohibited.

- (c) No person shall cause or permit a vehicle to be parked in a Parking Place or any part thereof during such periods that the Parking Place or any part thereof is closed or the use is suspended or during such period as there is in or adjacent thereto a notice or traffic sign indicating the closure or suspension placed by or on behalf of the Council.
- (d) Any person duly authorised by the Council may, using such measures as are appropriate, move or cause to be moved to any place he or she thinks fit, any vehicle parked in a Parking Place or any part thereof which has been closed or suspended by the Council and the cost of movement or removal and safe keeping shall be the liability of the owner of the vehicle.
- (e) Nothing in this Order shall prevent the Council from closing all access to Hylands Park, or any part thereof for any period.

General Provisions

- 14. The Driver of a 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 within or to depart from the Parking Place.
- 15. Where, in any Parking Place, signs are erected or surface markings are laid for the purpose of indicating the entrance to or exit from the Parking Place, or indicating that a vehicle using the Parking Place shall proceed in a specified direction within the Parking Place, no person shall drive or permit to be driven any vehicle so that it enters or leaves the Parking Place otherwise than by using the entrance or exit indicated, or is driven in a direction other than the specified direction.
- 16. Where a vehicle is within a Parking Place in contravention of the provisions of this Order or in such circumstances that it appears to the Council to have been abandoned, the Council may cause that vehicle to be removed in accordance with the Council's procedure for the removal of abandoned vehicles.
- 17. Any person removing or altering the position of a vehicle may do so by towing or driving the vehicle or in such other manner as he or she think necessary and may take such measures in relation to the vehicle as he or she think necessary to enable them to remove it or alter its position, as the case may be.
- 18. When a person authorised by the Council removes or makes arrangements for the removal of a vehicle from a Parking Place, he or she shall make such arrangements as may be reasonably necessary for the safe custody of the vehicle.
- 19. Where a vehicle is removed the Council shall be entitled to recover from the Owner of the vehicle such reasonable costs incurred by the Council in the removal storage or disposal of the vehicle and any such sum shall be recoverable as a simple contract debt PROVIDED THAT any such charges shall not exceed any charges prescribed by any regulations for the time being in force by virtue of Section 102 of the 1984 Act.
- 20. The Council may with regard to any vehicle which has been removed from a Parking Place dispose of such vehicle subject to and in accordance with the provisions contained in Section 101 and 102 of the 1984 Act.

- 21.** If before a vehicle is disposed of in pursuance of this Order a vehicle is claimed by a person who satisfies the Council that he or she is the Owner and pays such sums in respect of its removal, storage and parking costs as shall have reasonably been incurred by the Council, the Council shall permit the Owner to remove the vehicle from its custody within 21 days of payment.
- 22.** For the purposes of meeting the requirements of an emergency a person authorised in that behalf by the Council or a Police Constable in uniform or a member of the Fire and Rescue Service or the Ambulance Service may alter or cause to be altered the position of a vehicle in a Parking Place or removal or arrange for the removal of a vehicle from a Parking Place.
- 23.** No person or company shall in a Parking Place: -
- (a) play any ball game or game using a ball.
 - (b) ride any bicycle, moped, scooter or motorcycle unless proceeding directly to or from an area designated or otherwise permitted to be used for the parking of these vehicles.
 - (c) use any roller skates or blades, skate, or skateboard.
 - (d) sound any horn or other similar instrument except when about to change the position of the vehicle in, or to depart from, the Parking Place.
 - (e) wantonly shout or otherwise make any loud noises, including the playing of loud music, to the disturbance or annoyance of users of the Parking Place or occupants of premises in the neighbourhood.
 - (f) use any threatening, abusive, or insulting language, gesture or conduct with intent to put any person in fear or so as to occasion a breach of the peace or whereby a breach of the peace is likely to be occasioned.
 - (g) drive or cause to be driven any vehicle onto or over any kerb or verge within the Parking Place.
 - (h) remain in a Parking Place after being told to leave by an officer, employee or person engaged by the Council, a Civil Enforcement Officer or Police Officer.
 - (i) be in the Parking Place other than for the purpose of parking a vehicle or purposes connected thereto.
 - (j) use a vehicle while it is in a Parking Place in connection with the sale of any article to persons in or near the Parking Place or in connection with the selling or hiring of his or her skills or services, or for photography of vehicle outside Hylands House, unless such person has been authorised by the Council in writing.
 - (k) offer a vehicle for sale while in a Parking Place.
 - (l) place or cause to be placed on a vehicle while in a Parking Place any leaflet, handbill, or advertising material other than a ticket or notice authorised elsewhere in this Order or by or on behalf of the Council.

- (m) light any fire in a Parking Place, or erect any tent, booth, building, or structure in a Parking Place without the written consent of the Council.
- (n) use any part of a Parking Place or any vehicle left in a Parking Place for sleeping or camping or cooking purposes without the written consent of the Council.
- (o) use any part of a Parking Place or any vehicle left in a Parking Place for vending including sales of food and car boot sales without the written consent of the Council.
- (p) use any part of a Parking Place for the flying of objects or drones without the written consent of the Council.
- (q) use any part of a Parking Place as a practice area for learner drivers without the written consent of the Council.
- (r) cause or permit any Caravan or Trailer to be parked in a Parking Place without the written consent of the Council.
- (s) cause or permit any vehicle to park in a Parking Place overnight without the written consent of the Council:
- (t) carry out or permit the carrying out of any work of construction, repair or maintenance (including washing) on or to a vehicle in a Parking Place, except such as may be necessary to enable it to be moved from the Parking Place.

24. If a Court, the Department of Transport, the Traffic Penalty Tribunal, or the Traffic Enforcement Centre declares any part of this Order to be invalid or unenforceable such declaration shall not invalidate the remainder of the Order.

25. Contravention

- (a) If a vehicle is left without complying with any of the requirements of this Order, then a contravention will have occurred, and a penalty charge shall be payable.
- (b) If a contravention has occurred a Penalty Charge showing the information required by the 2004 Act may then be issued by a Civil Enforcement Officer.

THE COMMON SEAL of THE)
 CITY OF CHELMSFORD)
 was hereunto affixed)
 this day of)
 in the presence of: -)

Mayor

Authorised Officer

Schedule 1 – Hylands Park Parking Places and Fees and Charges

No.	Name of Car Park	Opening Times for Hylands Park	Car Park Charge
1	Writtle Car Park Area	<p align="center">All days 7.30am to –</p> <p>5pm in January, November and December 6pm in February and March 8pm in April and September 9pm in May and August 10pm in June and July 7pm in October</p> <p>For events, functions and other hires closing times will be varied to accommodate such events.</p> <p>At all other times Hylands Park and the Parking places will be closed to the public and vehicles.</p> <p>Note: Vehicles must leave Hylands Park before the designated closing time. Any vehicle(s) left in Hylands Park after the main gates have been locked, cannot be removed, and will remain in Hylands Park until such time the main gates are opened the following day. A Penalty Charge Notice may be issued to an unauthorised vehicle whilst parked within Hylands Park when closed to the public.</p>	<p>Charges apply - Monday to Sunday 9am to 6pm</p> <p>Up to one Hour £3.35 Up to one Hour £2.00 (*Discount for Chelmsford City Council qualifying resident)</p> <p>£5.00 per day £3.00 per day (*Discount for Chelmsford City Council qualifying resident)</p> <p>*Discounted fee only applies for qualifying Chelmsford City Council residents who have activated an on-line account via the third-party payment system, otherwise full cost of the hourly or daily charge is required</p> <p><u>Annual Non-Resident Season Ticket</u></p> <p>Annual 5 day – Monday to Friday only (normal daily charges apply at weekends and Bank Holidays)</p> <p>£81.00 per annum for first vehicle £81.00 per annum for second or subsequent vehicles</p> <p>Annual 7 day – Valid all days</p> <p>£99.00 per annum for first vehicle £99.00 per annum for second or subsequent vehicles</p> <p>No limit on the number of vehicles that can be registered at the same address</p>
2	The Stables Visitor Centre Car Park Area		
3	London Road Car Park Area		
4	London Road Summer Temporary Car Park Area	<p>Only open at peak summer times as and when required – Charges apply when open.</p>	<p>£99.00 per annum for first vehicle £99.00 per annum for second or subsequent vehicles</p> <p>No limit on the number of vehicles that can be registered at the same address</p>
5	Widford Church Summer Temporary Car Park Area		
6	Writtle Summer Temporary Car Park Area		

			<p><u>Chelmsford Resident Annual Season Ticket</u></p> <p>Annual 5 day - Monday to Friday only (normal daily charges apply at weekends and Bank Holidays)</p> <p>£54.00 per annum for first vehicle £16.20 per annum for second vehicle £81.00 per annum for any additional vehicles registered</p> <p>Annual 7 day – Valid all days</p> <p>£72.00 per annum for first vehicle £21.60 per annum for second vehicle £99.00 per annum for any additional vehicles registered</p> <p>Chelmsford Resident Annual Season ticket only available for qualifying Chelmsford City Council residents.</p> <p><u>Parking Permits (Events)</u> At times of some activities or events there will be a charge for a parking permit. The charge will be advised by the Council at the time.</p> <p><u>Penalty Charge</u> Higher Level Contravention: £70.00 Lower Level Contravention: £50.00</p>
7	Hylands House Parking Area	All days as specified above	Authorised vehicles and permit holders only

