

EPHING FOREST DISTRICT COUNCIL
EPHING FOREST DISTRICT (OFF-STREET PARKING PLACES) ORDER 2025

Epping Forest District Council ("the Council") in exercise of its powers under sections 32, 33 and 35 and Part IV to Schedule 9 of the Road Traffic Regulation Act 1984 ("the 1984 Act") and of all other powers enabling it in that behalf and with the consent of the Essex County Council and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the 1984 Act hereby make the following Order:-

PART 1
GENERAL

Commencement and Citation

1. This Order shall come into operation at 00.01 hours on 31 March 2025 and may be cited as the Epping Forest District Council (Off-Street Parking Places) Order 2025 hereinafter referred to as "this Order"

Revocations

2. The following Orders are hereby revoked.

Epping Forest District Council (Off-Street Parking Places) Order 2022 - B

Definitions and Interpretation

3. (1) In this Order the following expressions have the meanings assigned to them except where the context requires otherwise:

"Authorised Officer" means a person authorised (by name or designation or both) in writing by the Chief Executive or any Director (or equivalent) of the Council;

"Blue Badge" means any badge issued, or having effect as if issued, under any regulations for the time being in force under section 21 of the Chronically Sick and Disabled Persons Act 1970

"Business Parking Permit" means a permit issued under the provisions of Article 14(5) of this Order;

"Business Parking Permit Holder" means a person to whom a Business Parking Permit has been issued under the provisions of Article 15(5) of this Order;

"Business User" means a person who is either an employer or employee of a company or other body corporate that carries out business at or provides a service from any premises the postal address of which is within the following –

- (a) The Broadway, Loughton
- (b) Highbridge Street, Waltham Abbey
- (c) Romeland, Waltham Abbey
- (d) Leverton Way, Waltham Abbey
- (e) Greenyard, Waltham Abbey
- (f) Silver Street, Waltham Abbey
- (g) Church Street, Waltham Abbey
- (h) Sun Street, Waltham Abbey
- (i) Market Square, Waltham Abbey

- (j) Paradise Road, Waltham Abbey
- (k) Sewardstone Street, Waltham Abbey

"Car Share Club" means an organisation operating a car share scheme approved by the Council to operate within its boundaries which supports the planning and sustainable transport policy objective of the Council relating to that Car Share Scheme

"Charging Hours" means the period of time specified in column 5 of Schedule 2 of this Order during which a Vehicle may be left in the Parking Place specified in column 1 of that Schedule in relation to that period of time, subject to the provisions of this Order;

"Civil Enforcement Officer" has the same meaning as Section 76 of the Traffic Management Act 2004;

"Commercial Parking Permit" means a permit issued under the provisions of Article 21 of this Order;

"Driver" in relation to a Vehicle in a Parking Place means the person driving or having control or charge of the Vehicle, or the person having driven or having had control or charge of the Vehicle at the material time; or in the case of a trailer means the person who was driving the vehicle which towed the trailer into the parking place at the time it entered the parking place

"Electric Vehicle" means a vehicle that is capable of being propelled by electrical power derived from a storage battery and for the avoidance of doubt shall include plug-in hybrid vehicles;

"Electric Vehicle Parking Bay" means a parking bay provided specifically for charging electric vehicles.

"Goods Vehicle" and "Heavy Commercial Vehicle" has the same meaning as in Section 138 of the Road Traffic Regulation Act 1984

"Hard copy permit" means a physical (not virtual) permit of either paper or card as provided by the council or the council's appointed service provider

"Invalid carriage or disabled persons vehicle" has the same meaning as that set out in Section 136(5) of the 1984 Act;

"Motor cycle" means a mechanically propelled Vehicle not being used as an Invalid Carriage with less than four wheels and the weight of which unladen does not exceed 410 kilograms as provided for by Section 253(4) of the Road Traffic Act 1960;

"No Return" means no return of a Vehicle to a given Parking Place within a specified period;

"Owner" has the same meaning as section 92 of the 2004 Act

"Parking Bay" means an area contained within a Parking Place delineated by white, red or yellow markings to indicate the position in which a Vehicle may be parked;

"Parking Permit", without more, means either a Resident Parking Permit or Business Parking Permit;

"Parking Permit Holder", without more, means either a Resident Parking Permit Holder or a Business Parking Permit Holder;

"Parking Place" has the same meaning as that set out in Section 32(4)(b) of the 1984 Act;

"Pay and Display machine" – means a car-parking system in which a motorist buys a ticket to park for a specified period from a coin-operated or debit/credit card payment and displays the ticket on the dashboard, the correct side up, clearly visible through the windscreen of his or her car so that it can be seen by a Civil Enforcement Officer

"Pay and Display Parking Place" means a Parking Place specified in column 1 of Schedule 2 of this Order in which a Driver must follow the procedure as stipulated in Articles 13 to 20 of this Order unless the vehicle displays a valid Resident Parking Permit or a valid Business Parking Permit, a valid Visitors Parking Permit or makes a Virtual Payment in accordance with the exemptions specified in Article 13(2)(d) or (e) of this Order;

"Permit Only Parking Place" means a Parking Place that is specified to have any type of permit offered by the Council in column 6 of Schedule 2 of this Order;

"Penalty Charge" has the same meaning as in Section 92 of the 2004 Act and set at Band 2 in the regulations for the time being in force under Section 77 and Schedule 9 of the 2004 Act as published from time to time and is an additional amount to pay regardless of the period for which a vehicle is left

"Public Service Vehicle" has the same meaning as the definition in Section (1) of the Public Passenger Vehicles Act 1981.

"Registered Keeper", in relation to a Vehicle, means the person in whose name the Vehicle is registered under the provisions of the Vehicle Excise and Registration Act 1994;

"Resident" means a person whose usual place of abode is at premises the postal address of which is within the following -

- (a) The Broadway, Loughton
- (b) Torrington Drive, Loughton
- (c) Torrington Gardens, Loughton
- (d) 1 – 19 Churchill Court, Loughton
- (e) 1 - 15 Davis Court, Loughton
- (f) 1 - 4 South Place, Waltham Abbey
- (g) Highbridge Street, Waltham Abbey
- (h) Winchester Close, Waltham Abbey
- (i) Cornmill, Waltham Abbey
- (j) Stream Lodge, Waltham Abbey
- (k) Greenyard, Waltham Abbey
- (l) Grange Court, Waltham Abbey
- (m) Abbey Court, Waltham Abbey
- (n) Mead Court, Waltham Abbey
- (o) Leverton Way, Waltham Abbey
- (p) Church Street, Waltham Abbey
- (q) Silver Street, Waltham Abbey
- (r) Paradise Road, Waltham Abbey
- (s) Fountain Place, Waltham Abbey
- (t) Townmead Road, Waltham Abbey

- (u) Sewardstone Street, Waltham Abbey
- (v) Wollard Street, Waltham Abbey
- (w) Romeland, Waltham Abbey
- (x) Plantagenet Place, Waltham Abbey
- (y) Market Square, Waltham Abbey
- (z) Darby Drive, Waltham Abbey
- (aa) Sun Street, Waltham Abbey

"Resident Parking Permit" means a permit issued under the provisions of Article 15(4) of this Order;

"Resident Parking Permit Holder", means a person to whom a permit has been issued under the provisions of Article 15(4) of this Order;

"Season Ticket" means a Season Ticket issued pursuant to Article 11 of this Order;

"Season Ticket or Limited Waiting Parking Place" means a Parking Place in which a Driver must either display a valid Season Ticket or not wait in that Parking Place for more than the maximum period as stipulated in Schedule 2 to this Order;

"Tariff" means the parking charge rates applicable in the relevant car park as shown in Column 6 of Schedule 2 to this order and as related to the cars parks in Schedule 2 to this order.

"Trailer" means a non-powered vehicle designed or capable of being drawn by a motor vehicle as provided for in Section 136(1) of the 1984 Act;

"Vehicle" has the same meaning as that assigned to "motor vehicle" in section 136(1) of the 1984 Act.

"Virtual Payment" means the purchase of a period of parking by using a mobile telephone, text, online or mobile phone app, to facilitate a cashless and ticketless parking transaction using the system operated by the Council. When making a Virtual payment it is the responsibility of the driver to ensure that the correct information is completed. This includes the location, date, duration of stay and vehicle registration mark prior to leaving the vehicle unattended.

"Virtual Permit" means the purchase of a resident or business permit or visitor permit using the mobile telephone, text, online or mobile phone app, to facilitate a cashless and ticketless parking transaction using the system operated by the Council. When purchasing a Virtual payment it is the responsibility of the driver to ensure that the correct information is completed. This includes the location, date, duration of stay and vehicle registration mark prior to leaving the vehicle unattended.

"Visitor" means a person who is visiting a Resident and who has obtained a Visitors Parking Permit from and with the permission of that Resident;

"Visitors Parking Permit" means a visitor's permit issued under the provisions of Article 18(3) of this Order;

(2) Except where the context otherwise requires, references in this Order to Articles and Schedules are references to Articles of and Schedules to this Order;

(3) The Interpretation Act 1978 shall apply for the interpretation of this Order as it applies for the interpretation of an Act of Parliament.

(4) Any reference in this Order to any enactment, shall be construed as a reference to that enactment as amended by any subsequent enactment.

PART 2

USE OF A PARKING PLACE AND CONDITIONS OF USE

Parking Places

4. Each of the Parking Places specified in Column (1) of Schedule 2 of this Order may be used, subject to the provisions of this Order, for the parking of classes of Vehicles specified in Column (3); days of operation specified in Column (4) and maximum duration of stay specified in Column (5) of Schedule 2 of this Order.

Indications by Signs and Markings

5. The driver of a vehicle shall comply with any instruction given by a sign or surface marking authorised to be placed by the Council except that any person duly authorised by the Council may authorise or require the driver of any vehicle to take any action than that specified.

Payment of Parking Charges

6. The driver of the vehicle shall immediately upon first parking in any of the parking places referred to in Schedule 2 to this order pay the appropriate charge in accordance with the tariff specified for that car park in Schedule 2 to this order, including virtual payments, or correctly display a valid Blue Badge, unless the driver is the holder of a valid season ticket, business parking permit, parking permit; or owner of a solo motor cycle parking within the bay specified for that class of vehicle.
7. The charges referred to in article 6 above and specified in Schedule 2 to this order shall be payable by insertion of appropriate payment into the pay and display machine provided within that Pay and Display Parking Place or by completing the payment of those charges by Virtual Payment or by debit/credit card or cashless technology payment where made available by the Council.
8. Tickets purchased from a pay and display machine must be clearly displayed the correct side up on the dashboard or in a conspicuous and visible place in the vehicle so that in every case full details of the ticket are visible to inspection from outside the vehicle.

Position and/or class of Vehicles

9. (1) Where in Schedule 2 to this Order a Parking Place is described as available for Vehicles in specified positions and/or of a specified class, the Driver of a Vehicle:
 - (i) shall not cause it to wait or to be left in that Parking Place unless it is of the class and in that position so specified. For the avoidance of doubt this means either wholly within a marked parking bay or a vehicle of a specified class in a parking bay designated as being for the use of that specified class of vehicle.;

(ii) if of the specified class, shall permit it to wait or to be left only in such position or positions as may be required by a Civil Enforcement Officer or other officer as authorised by the Council;

(2) Vehicles, other than a Goods Vehicle waiting in accordance with the provisions of Article 12(2)(g) of this Order, must be wholly parked within the Parking Bays;

(3) Where within a parking place a bay is marked as a disabled parking area or bay the Driver of a Vehicle shall not cause it to remain in that Parking Place unless a valid Blue Badge is displayed.

(4) Where within a parking place a bay is marked or signed as a Car Share Club area or bay the Driver of a Vehicle shall not cause it to remain in the Parking Place unless a valid Council authorised Car Share Club Permit is displayed

(5) the Driver of a Vehicle shall not cause an obstruction to the free flow of traffic in and out of a parking place.

(6) Where within a Parking Place a Parking Bay or other area is marked for the use of solo motor cycles only, no person shall cause or permit any Vehicle other than a solo motor cycle to park in that Parking Bay or other area.

(7) Where within a parking place there is a sign or surface marking indicating that a parking bay is an electric vehicle parking bay, no vehicle should be parked in that parking bay unless the vehicle is an electric vehicle. When parking in an electric vehicle bay the vehicle must be connected to and using the electric charging point. Parking in a charging bay with a non-electric car will be liable to a penalty charge notice. Electric vehicle parking is subject to existing car park tariffs and hours of operation within the public car parks as specified in the Schedule to this Order.

(8) Where the dimensions of a vehicle are wider or longer than a marked parking bay, the vehicle may be parked across two parking bays if two valid parking tickets are purchased and displayed in the vehicle in the required manner or the Virtual Payment system has been used to purchase a virtual pay and display ticket

(9) 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 in or to depart from the parking place. The Driver of the vehicle shall turn off the vehicle's engine if the vehicle is stationary whilst waiting for a parking space to become available

Maximum Period for which a Vehicle may be left

10. (1) On the days and within the hours upon which the Parking Place is regulated as stipulated in Columns 4 and 5 of Schedule 2 to this Order, the Driver of a Vehicle shall not cause it to remain in such Parking Place for longer than the maximum period permitted applying to such Parking Place as stipulated in Column 5 of Schedule 2 to this Order.

Season Tickets

11. (1) The Council may at its discretion issue Season Tickets for use at any Parking Place. The charge for such tickets is as stipulated in Schedule 2 to this Order and shall be payable in advance.

(2) The Council may at its discretion provide a duly appointed agent with Season Tickets for issue to such persons, firms or companies in respect of such car parks as the Council may specify and upon such terms and conditions as may be agreed between the Council and such agent.

(3) A Season Ticket may be used only:

(a) by the person to whom it is issued;

(b) in the case of a ticket issued to a firm or company for the use of a named employee, by that employee; or

(c) where the Council have agreed in writing that some other person other than a person mentioned in (a) or (b) of this paragraph may use the Season Ticket, by that other person; and

(d) in respect of the Vehicle or one of the Vehicles for which it is issued.

(4) No person shall use a Season Ticket otherwise than in accordance with this Order, the conditions set out in the Council's application form and any conditions set out on the Season Ticket.

(5) No season ticket shall be issued which, in the opinion of the Council, are to be used for commuter parking.

(6) Any Season Ticket issued by the Council remains the property of the Council and is non-transferable.

(7) A Season Ticket for the parking place specified in item 5 of Schedule 2 to this order (Cottis Yard Multi-Storey car park), may only be issued to a person who works or resides in Epping. The Council will require proof of this in the form of a letter on company headed paper or, in the case of the business owner, a copy of the business rates

(8) A Season Ticket for the parking place specified in items 21 or 22 of Schedule 2 to this order (Bansons Lane or The Pleasance), may only be issued to a person who works in Ongar. The Council will require proof of this in the form of a letter on company headed paper or, in the case of the business owner, a copy of the business rates

(9) A Season Ticket for the parking place specified in items 8(a) or 16 of Schedule 2 to this order (Burton Road or Vere Road), may only be issued to a person who works in Debden or Loughton Broadway. The Council will require proof of this in the form of a letter on company headed paper or, in the case of the business owner, a copy of the business rates.

(10) A Season Ticket for the parking place specified in items 27 or 28 of Schedule 2 to this order (Darby Drive or Quaker Lane), may only be issued to a person who works in Waltham Abbey. The Council will require proof of this in the form of a letter on company headed paper or, in the case of the business owner, a copy of the business rates

(11) A Season Ticket for the parking place specified in items 10, 14, 15 and 20 of Schedule 2 to this order (High Beech, Smarts Lane, Traps Hill or Clifton Road), may only be issued to a person who works in Loughton. The Council will require

proof of this in the form of a letter on company headed paper or, in the case of the business owner, a copy of the business rates

- (12) A Season Ticket for the parking place specified in items 1 of Schedule 2 to this order (Queens Road Lower), may only be issued to a person who works in Buckhurst Hill. The Council will require proof of this in the form of a letter on company headed paper or, in the case of the business owner, a copy of the business rates

Season Ticket or Limited Waiting Parking Places

12. (1) If the Driver of a Vehicle does not have a Season Ticket for a particular Parking Place, that Driver shall not allow that Vehicle to wait beyond the maximum period permitted as stipulated in Column 5 of Schedule 2 to this Order.

Pay and Display Parking Places

13. (1) Save as provided for in Article 14(2), no vehicle shall be left in a Pay and Display Parking Place unless displaying a valid parking ticket (purchased from a machine provided at the location) or having purchased a valid virtual parking permit (resident or business) or valid virtual pay and display ticket for the correct location, date, duration required and vehicle registration number, before leaving the vehicle in the car park.

(2) The following exemptions apply in relation to Article 14(1) in the specified circumstances:

- (a) the Driver of a Vehicle correctly displaying a valid Disabled Badge parking in that Pay and Display Parking Place;
- (b) the Driver of a Motor cycle parking in that Pay and Display Parking Place.
- (d) a vehicle left wholly within a marked parking bay in the denoted Free Short Stay Section of the Quaker Lane Car Park and is left within the period specified in Column 5 to Schedule 2 to the Order
- (e) a Vehicle left in a Parking Place specified item in Schedule 2 of this Order provided the Vehicle displays a valid hard copy Resident Parking Permit or a valid hard copy Business Parking Permit or a valid hard copy valid Visitors Parking Permit, where applicable. If a hard copy Resident Parking Permit or hard copy Business Parking Permit or hard copy Visitor Parking Permit is not displayed, a valid Virtual Resident Parking Permit or a valid Virtual Business Parking Permit or a valid Virtual Visitors Parking Permit must be purchased for the vehicle prior to the driver leaving the vehicle.
- (f) a Vehicle left in the part of the Parking Place referred to item 8 (b) in column 1 of item of Schedule 2 of this Order, provided the Vehicle has a valid Business or Resident or Visitor Parking Permit
- (g) a Goods Vehicle waiting in the part of the Parking Place referred to in item 8 (b) of column 1 of Schedule 2 of this Order, for the purposes of the continuous transfer of heavy or bulky goods from that vehicle to premises adjacent to that vehicle or from those premises to that vehicle;

(3) The Driver of a Vehicle left in a Pay and Display Parking Place shall, subject to that which is provided for in Article 14(2), pay the appropriate charge as stipulated in Schedule 2 to this Order by inserting the correct money in the ticket machine provided at the Pay and Display Parking Place or purchase a Pay and Display Parking Ticket by credit or debit card in the ticket machine provided in the Pay and Display Parking Place or arrange a stay using the Virtual payment option for the correct location, date, duration required and vehicle registration number, before leaving the vehicle in the car park.

Permit Only Parking Places

14. (1) Save as provided for in paragraph (2) of this Article, at all times during which a Vehicle is parked in a Permit Only Parking Place there shall be either:
- (a) a valid Resident Parking Permit or a valid Business Parking Permit arranged for the vehicle
 - (b) a valid Visitors Parking Permit arranged for the vehicle
- (2) The following exemptions apply in relation to paragraph (1) of this Article:
- (a) a vehicle displaying a valid Blue Badge; or
 - (b) a motor cycle.

Application for and Issue of Resident Parking Permits or Business Parking Permits

15. (1) Any Resident who is:-
- (a) the Registered Keeper or driver of a Vehicle of the class specified in paragraph (6) of this Article; or
 - (b) a person who, in connection with their employment, has the private use of a Vehicle which falls within the above-mentioned class, and who changes such Vehicle with a frequency which the Council considers acceptable,

may apply to the Council for the issue of a Resident Parking Permit for the leaving of that Vehicle in a Parking Place specified in items 8(a), 8(b), 12, 16, 17, 18, 19, 26 and 29 of column 1 of Schedule 2 of this Order or in the part of the Parking Place specified in column 1 of that Schedule and any such application shall be made via an online form and shall include the information required and shall be accompanied by a remittance of such charge specified in Schedule 2 of this Order and the relevant evidence, as required:

(2) Any Business User who uses a Vehicle of the class specified in paragraph (6) of this Article during the course of the business carried out or the service provided by the company or other body corporate of which they are an employer or employee, may apply to the Council for the issue of a Business Parking Permit for the leaving of that Vehicle either in a Parking Place specified in Schedule 2 of this Order where applicable and any such application shall be made via the online form and shall include the information required and shall be accompanied by a remittance of such charge specified in Schedule 2 of this Order and the relevant evidence, as required.

(3) The Council may at any time require an applicant for a Resident Parking Permit or a Business Parking Permit to produce to a Civil Enforcement Officer; an authorised

officer of the Council , or persons or organisations duly authorised by the Council, such evidence in respect of an application for such a Parking Permit made to them as they may reasonably require to verify any particulars or information given to them or in respect of any such Parking Permit issued by them as they may reasonably require to verify that the Parking Permit is valid. In respect of a Resident Parking Permit this information may include Tenancy Agreements or similar documents to establish, in respect of a house of multiple occupancy, how many separate households exist.

(4) On receipt of an application for a Resident Parking Permit made under the foregoing provisions of this Article and of the appropriate charge specified in Schedule 2 of this Order, the Council upon being satisfied that the applicant is either a Resident or a visitor of a Resident being their relative or carer, and is either:-

(a) the Registered Keeper or driver of a Vehicle of the class specified in paragraph (6) of this Article; or

(b) a person who meets the requirement of paragraph (1)(b) of this Article,

shall issue to that applicant a Resident Parking Permit for the leaving during the Charging Hours either in any Parking Place specified to offer residents permit in Column 6, Schedule 2 of this Order, of the Vehicle to which such Resident Parking Permit relates by the owner of such Vehicle or by any person using such Vehicle with the consent of the owner other than a person to whom such Vehicle has been let for hire or reward and any such Resident Parking Permit so issued shall remain the property of the Council at all times.

(5) On receipt of an application for a Business Parking Permit made under the foregoing provisions of this Article and of the appropriate charge specified in Schedule 2 of this Order, the Council upon being satisfied that no other such permit which remains valid has been issued under the provisions of this Order in respect of that Vehicle and that the applicant is a Business User and is either:-

(a) the Registered Keeper or driver of a Vehicle of the class specified in paragraph (6) of this Article; or

(b) a Business User who meets the requirement of paragraph (2) of this Article,

shall issue to that applicant a Business Parking Permit for the leaving during the Charging Hours in any Parking Place specified in Schedule 2 of this Order where applicable, of the Vehicle to which such Business Parking Permit relates by the Owner of such Vehicle or by any person using such Vehicle with the consent of the Owner other than a person to whom such Vehicle has been let for hire or reward and any such Business Parking Permit so issued shall remain the property of the Council at all times.

(6) For the purposes of paragraphs (1)(a) and (2) of this Article, the Vehicle must be of the following class, that is to say a Motor car without a trailer, a Motorcycle with a side car or an Invalid Carriage which is of such a width that it is able to stand wholly within the limits of a Parking Bay.

(7) The maximum number of Resident Parking Permits that may be issued shall be three per residential address specified on any application form for such permits. However, in some cases the council may choose to issue less than three permits as it deems appropriate.

(8) A Business Permit for the parking place specified in items 8(a), 12, 16 and 26 of Schedule 2 to this order, may only be issued to a person who works in The Broadway, Oakwood Hill, Loughton and Waltham Abbey. The Council will require

proof of this in the form of a letter on company headed paper or, in the case of the business owner, a copy of the business rates.

Surrender, Withdrawal and Validity of Parking Permits

16. (1) A Parking Permit Holder may surrender a Parking Permit to the Council's chosen Virtual Permit provider at any time and shall surrender a Parking Permit to the Council's chosen virtual Permit provider on the occurrence of any one of the events set out in paragraph (3) of this Article and upon such surrender the Council's chosen Virtual Permit provider shall make a refund on the basis of one twelfth of the year's fee for each complete unexpired month of the Parking Permit, less any administration charge.
- (2) The Council and/or Virtual Permit Provider may, by notice in writing served on the Parking Permit Holder by sending the same by the recorded delivery service to the Parking Permit Holder at the address shown by the person on the application for the Parking Permit or at any other address believed to be that person's place of abode, withdraw a parking permit if it appears to the Council and/or the Council's Virtual Permit provider that any of the events set out in paragraphs (3)(a), (b), (c) or (g) of this Article has occurred and the Parking Permit Holder shall surrender the Parking Permit to the Council's chosen Virtual Permit Provider within 48 hours of the receipt of such notice.
- (3) The events referred to in the foregoing provisions of this Article are:
- (a) a Resident Parking Permit Holder ceasing to be a Resident or a Business Parking Permit Holder ceasing to be a Business User;
- (b) the Parking Permit Holder ceasing to be the owner of the vehicle (or having use of the vehicle) in respect of which the Parking Permit was issued;
- (c) the Vehicle in respect of which a Parking Permit was issued being adapted or used in such a manner that it is not a Vehicle of the class specified in Article 15(6);
- (d) the withdrawal of such permits by the Council's Virtual Permit provider under the provisions of paragraph (2) of this Article;
- (e) the issue of a duplicate Parking Permit by the Council's Virtual Permit provider under the provisions of this Order;
- (f) the Parking Permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article;
- (g) the Parking Permit Holder failing to satisfy the Council's Virtual Permit provider upon demand as to his or her continued eligibility to be a Parking Permit Holder.
- (4) Without prejudice to the foregoing provisions of the Article, a Parking Permit shall cease to be valid at midnight on the expiry date specified thereon or on the occurrence of any one of the events set out in paragraph (3) of this Article, whichever is the earlier.
- (5) Where a Parking Permit is surrendered pursuant to paragraph (3)(e) of this Article and a new Parking Permit is issued at the same time, the new Parking Permit issued will expire on the same date that the surrendered Parking Permit was due to expire.

Amount of Charge for Resident Parking Permits, Business Parking Permits and Duplicates Thereof

17. (1) In connection with the issue of a Resident Parking Permit pursuant to Article 14(4) of this Order:-
- (1a) a permit issued in respect a Vehicle shall be valid for a period of one year from the date of issue and shall be issued per residential property for use in respect of either a Parking Place specified in items 8(a), 8(b), 16, 17, 18, 19, 26 and 29 of column 1 Schedule 2 of this Order
- (1b) the charge in respect of each Resident Parking Permit issued under Article 14(4) of this Order shall be as specified in Schedule 2 to this order.
- (2) The charge in connection with the issue of a Business Parking Permit pursuant to Article 15(5) of this Order shall be as specified in Schedule 2 to this order.
- (3) The Council may from time to time vary the above-mentioned charges by giving notice of such variation under section 35A of the Road Traffic Regulation Act 1984.

Visitors Parking Permits

18. (1) Any Resident may apply to the Council's chosen Virtual Permit provider for the issue at any one time of a number of books of Visitors Parking Permits, such number to be determined by the Council from time to time, and any such application shall, if required by the Council, be made on an electronic form issued by and obtainable from the Council's chosen virtual Permit provider and shall include the information required by such form and shall be accompanied by a remittance for such charge specified in paragraph (4) of this Article as is appropriate in respect of the number and type of Visitors Parking Permits for which application is being made.
- (2) The Council may at any time require an applicant for a Visitors Parking Permit to produce to an Officer of the Council, or persons or organisations duly authorised by the Council, such evidence in respect of an application for Visitors Parking Permits made to them as they may reasonably require to verify any particulars or information given to them or in respect of any Visitors Parking Permit issued by them as they may reasonably require to verify residency.
- (3) Upon receipt of an application made under the foregoing provisions of this Article and of the appropriate charge specified in paragraph (4) of this Article, the Council's chosen Virtual Permit provider upon being satisfied that the applicant is a resident shall issue to that applicant one book of Visitors Parking Permits of the description contained in paragraph (6) of this Article and any such Visitors Parking Permits so issued shall remain the property of the Council at all times.
- (4) The charge for the issue of Visitors Parking Permits shall be as specified in Schedule 2 to this Order (Note: The Council may from time to time vary the above-mentioned charges by giving notice of such variation under section 35A of the Road Traffic Regulation Act 1984).
- (5) Each Visitors Parking Permit issued in accordance with paragraph (3) of this Article shall be for the leaving of a period as appropriate of up to twenty-four hours during the Charging Hours in either a Parking Place specified in items 8(a), 8(b), 16, 17, 18, and 26 of column 1 of Schedule 2 to this Order, of a vehicle which:

(a) is a vehicle of the following class, that is to say a Motor Car without a trailer, a Motor cycle with a side car or an Invalid Carriage which is of such a width that it is able to stand wholly within the limits of a Parking Bay; and

(b) immediately prior to being left in that Parking Place or that part of the Parking Place, as the case may be, was used for conveying a bona fide Visitor to the usual place of abode of the Resident to whom the Visitors Parking Permit was issued.

(6) Before displaying or arranging a Virtual Visitors Parking Permit the person in control of the vehicle to which the visitor permit shall be issued will ensure that the Visitors Parking Permit has been completed as required by the Council's chosen Virtual Permit provider to indicate:

(a) the registration mark of the vehicle in respect of which the Visitors Parking permit has been issued;

(b) the date on which the Visitors Parking Permit is valid;

(c) the time of arrival of the Vehicle in the Parking Place or part of the Parking Place referred to in this Article;

(7) A Visitors Parking Permit shall not be transferred from the Vehicle on which it is first displayed to any other Vehicle.

(8) Visitors Parking Permits may be surrendered to the Council at any time and shall be surrendered to the Council on the occurrence of the event set in paragraph (10) of this Article. Upon such surrender, neither the Council nor the Council's Virtual Permit provider shall not be obliged to make any refund.

(9) The Council's chosen Virtual Permit provider may by notice in writing served on the Resident who applied for the Visitors Parking Permits, by sending the same by the recorded delivery service to the Resident at the address shown by that person on the application for the Visitors Parking Permits or at any other address believed to be that person's place of abode, withdraw the Visitors Parking Permits if it appears to the Council or the Council's Virtual Permit provider that the event set out in paragraph 10 of this Article has occurred and the Resident shall surrender the Visitors Parking Permits to the Council's chosen Virtual Permit provider within 48 hours of the receipt of such notice.

(10) The event referred to in paragraph (8) and (9) of this Article is the holder of the Visitors Parking Permits ceasing to be a Resident or failing to satisfy the Council or the Council's chosen Virtual Permit provider, upon demand, as to their continued eligibility for Visitors Parking Permits.

Form of Resident Parking Permits and Business Parking Permits

19. A Resident Parking Permit or a Business Parking Permit shall be a Virtual Permit.

Limitation on Use of Resident Parking Permits, Business Parking Permits and Visitors Parking Permits

20. (1) A Resident Parking Permit or a Visitors Parking Permit issued under the provisions of this Order shall not be valid in any Parking Place other than a Parking Place specified in items 8(a), 8(b), 16, 17, 18, 19, 26 and 29 of column 1 of Schedule 2 of this Order.

- (2) A Business Parking Permit issued under the provisions of this Order shall not be valid in any Parking Place other than a Parking Place specified in items 8(a), 8(b), 12, 16, 17 and 26 of column 1 of items of Schedule 2 of this Order.

Commercial Permits

21. The Council may at its discretion provide a duly appointed agent with Commercial Permits for issue to such persons, firms or companies in respect of such car parks as the Council may specify and upon such terms and conditions as may be agreed between the Council and such agent, persons, firms or companies.
22. Commercial Permits will specify the areas of the parking place(s) to which the permit applies and to the extent to which penalty charges may apply under article 23.

Penalty Charge

23. Where a Driver contravenes Article 6, 7, 8, 9, 10, 11, 12, 13, 14 and 27(2) of this Order, the owner shall incur a Penalty Charge as set out in Schedule 1 to this Order.

Penalty Charge Notice

24. (1) Where a Driver contravenes Article 23 or a Schedule contained in this Order, a Civil Enforcement Officer may complete a penalty charge notice and attach it to that Vehicle or give such a notice to the person appearing to the Civil Enforcement Officer to be in charge of the Vehicle.
- (2) A penalty charge notice fixed to a vehicle 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.
 - (c) A Civil Enforcement Officer

Payment of Penalty Charges

25. (1) Any Penalty Charge due to the Council under Article 11 shall be paid to the Council in accordance with the instructions contained on the Penalty Charge Notice.
- (2) The Penalty Charge referred to in paragraph (1) of this Article shall be reduced to the amount shown in the 'reduced penalty charge' column in Schedule 1 to this order (or such fee as is reasonable from time to time) if paid within a period of 14 days from the day on which the penalty contravention notice was issued.

Other Provisions

26. No person shall use any Vehicle, while it is in the Parking Place, in connection with the sale of any article to any person in or near the Parking Place or in connection with the selling or offering for sale or hire of his skill or services and no person shall while a Vehicle is in the Parking Place affix or place thereon any advertisement, unless the owner of the Vehicle has obtained from the Council their consent in writing for such use and observed any conditions contained therein.

Suspension of Use of a Parking Place

27. (1) Notwithstanding any of the provisions of this Order the Council may by notice displayed on or near a Parking Place close that Parking Place or any part thereof for any period and may use such Parking Place for any purpose.
- (2) No Driver of any Vehicle shall use the Parking Place or that part thereof in the circumstances described in paragraph (1) of this Article without the prior consent in writing of the Council.

30347.



THE COMMON SEAL of
EPPING FOREST DISTRICT COUNCIL
was hereunto affixed
this 17 day of March 2025

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)

A handwritten signature in black ink, appearing to read 'A. Day', written over the printed name of the Attesting Officer.

Attesting Officer

**EPHING FOREST DISTRICT COUNCIL
THE EPPING FOREST DISTRICT (OFF-STREET PARKING) ORDER 2025
SCHEDULE 1**

**PENALTY CHARGE LEVELS SET IN ACCORDANCE WITH THE CIVIL ENFORCEMENT
OF ROAD TRAFFIC CONTRAVENTIONS (APPROVED DEVICES, CHARGING
GUIDELINES AND GENERAL PROVISIONS) (ENGLAND) REGULATIONS 2022**

Epping Forest District Council (hereinafter referred to as "the Council") has previously given notice of the adoption of the powers of the Council under Schedule 9(9) of the Traffic Management Act 2004 for its Parking Contraventions at Pricing Band 2 as set out in The Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022

Parking contravention penalty charges fall into the two following categories, Higher and Lower.

Higher level contraventions

| Contravention Offence code | Contravention | Penalty Charge | Reduced Penalty Charge |
|---------------------------------------|---|-----------------------|-----------------------------------|
| 70 | Parked in a loading area during restricted hours without reasonable excuse | £70 | £35 |
| 71 | Parked in an electric vehicles' charging place during restricted hours without charging | £70 | £35 |
| 74 | Using a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods when prohibited | £70 | £35 |
| 81 | Parked in a restricted area in a car park | £70 | £35 |
| 85 | Parked in a permit bay without clearly displaying a valid permit | £70 | £35 |
| 87 | Parked in a disabled person's parking space without clearly displaying a valid disabled person's badge in the prescribed manner | £70 | £35 |
| 89 | Vehicle parked exceeds maximum weight and/or height and/or length permitted in the area | £70 | £35 |
| 91 | Parked in a car park or area not designated for that class of vehicle | £70 | £35 |
| 92 | Parked causing an obstruction | £70 | £35 |

Schedule 1 Continued

Lower level contraventions

| Contravention Offence code | Contravention | Penalty Charge | Reduced Penalty Charge |
|-------------------------------|---|-------------------|------------------------------|
| 73 | Parked without payment of the parking charge | £50 | £25 |
| 80 | Parked for longer than the maximum period permitted | £50 | £25 |
| 82 | Parked after the expiry of paid for time | £50 | £25 |
| 83 | Parked in a car park without clearly displaying a valid pay & display ticket or voucher or parking clock | £50 | £25 |
| 84 | Parked with additional payment made to extend the stay beyond time first purchased | £50 | £25 |
| 86 | Parked beyond the bay markings | £50 | £25 |
| 90 | Re-parked in the same car park within one hour after leaving | £50 | £25 |
| 93 | Parked in car park when closed | £50 | £25 |
| 94 | Parked in a pay and display car park without clearly displaying 2 valid pay and display tickets when required | £50 | £25 |
| 95 | Parked in a parking place for a purpose other than the designated purpose for the parking place | £50 | £25 |
| 96 | Parked with engine running where prohibited | £50 | £25 |

EPHING FOREST DISTRICT COUNCIL
THE EPPING FOREST DISTRICT (OFF-STREET PARKING) ORDER 2025
SCHEDULE 2

| 1. Location, name and type of parking place | 2. Position in which vehicle may wait | 3. Classes of vehicle | 4. (a) Days of operation of parking place (b) Hours of operation of parking place | 5. Charging hours and maximum period of waiting | 6. Tariff | 7. Penalty Charge |
|--|--|---|---|---|--|---|
| 1. Queen's Road (Lower) Car Park, Buckhurst Hill – incorporating the former LUL car park | Wholly within marked parking bay | Motor cars (including Electric Vehicles) without trailers. Motorcycles with or without sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday. (except Bank/Public Holiday) Maximum period of waiting 24 hours. No charge on Saturdays/Sundays in December. | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£6.00 Season Ticket prices 1 month.....£102 3 months.....£306 12 months.....£1224 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 2. Queen's Road (Upper) Car Park, Buckhurst Hill | Wholly within marked parking bay | Motor cars (including Electric Vehicles) without trailers. Motorcycles with or without sidecars. Invalid carriages. | Any day Any time | 08:00-18:00 Monday to Sunday. | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic |

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|---|-----------------------------------|--|--|---|---|---|
| | | Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | (except Bank/Public Holiday) Maximum period of waiting 24 hours. No charge on Saturdays/Sundays in December | Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 | Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 3. Land adjoining service road to rear of numbers 27-47 Queens Road, Buckhurst Hill | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with or without sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | No Charge Maximum period of waiting 2 hours between 08:00 and 18:00 Mondays to Saturdays (except Bank Holidays). | No Charge | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 4. Victoria Road Car Park, Buckhurst Hill | Wholly within marked parking bay | Motor cars (including Electric Vehicles) without trailers. Motorcycles with or without sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time, except between 02:00 and 09:30, Mondays to Fridays. Any time Bank Holidays Height restriction specified in Column 3 is | No charge Maximum period of waiting 24 hours. | No Charge | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |

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|---|--------------------------------------|--|---|--|--|--|
| | | | operational Monday – Sunday 20:00 – 08:00 | | | |
| 5. Cottis Yard Multi-Storey Car Park, Epping | Wholly within marked parking bay | Motor cars (including Electric Vehicles) without trailers. Motorcycles with or without sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 00:00 – 23:59 | 07:00-00:00 Monday to Sunday. (except Bank/Public Holiday) No charge Saturdays/Sun days in December. Maximum period of waiting 24 hours | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 Season Ticket Charges 1 month.....£170 3 months.....£510 12 months.....£2040 A maximum of 60 active season tickets to be issued. | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 6. Epping Leisure Centre Car Park, Epping | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with or without sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Monday to Sunday. Hours of operation in line with Epping Leisure Centre operational hours. | Maximum period of waiting 24 hours | No parking charge - Blue Badge holder parking only for leisure centre users during operational hours. Parking outside the leisure centre's operational hours is not permitted. | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 7. Civic Offices Car Park, Epping | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. | Any day any time. | 08:00-18:00 Mondays to Sunday. | Monday to Sunday Up to 1 hour.....£1.00 | Pricing Band 2 set out in Schedule 1 to this order and The |

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| | | Motorcycles with or without sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | (except Bank/Public Holiday) No charge on Saturdays/Sundays in December. | Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 | Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 8. Burton Road Car Park, Loughton (a) the whole of the car park, excluding the access ways and service area referred to in paragraph (b) of this item; | Wholly within a marked parking bay | Motor cars (including Electric Vehicles) without trailers. Motorcycles with or without sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday-Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December. Maximum period of waiting 24 hours. | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£6.00 Season tickets charges 1 month.....£102 3 months.....£306 12 months.....£1224 Business Permit Charges 12 months (1 st permit).....£52 3 months (2 nd permit).....£255 12 months (2 nd permit).....£1020 Resident permit charges 12 months (1 st permit per property) £55 12 months (2 nd permit per property) £90 Visitor Permits Book of 10 x Day visitor permits£15 (Virtual Permits Only) | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |

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|---|------------------------------------|---|--|---|---|---|
| (b) The access ways to and from the Burton Road car park and the service area on the north-east, north-west and south-east sides of the car park. | Wholly within a marked parking bay | Motor cars (including Electric Vehicles) without trailers. Motorcycles with or without sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday Maximum period of waiting 24 hours | Permit parking only Season tickets charges 1 month.....£102 3 months.....£306 12 months.....£1224 Resident permit charges 12 months (1 st permit).....£55 12 months (2 nd permit).....£90 Visitor Permits Book of 10 24 hour visitor permits (virtual permit only).....£15 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 9. The Drive Car Park, Loughton | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Solo motorcycles. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December Maximum period of waiting 24 hours. | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 10. High Beech Car Park, Loughton | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Solo motorcycles. Invalid carriages. Subject in all | Any day Any time Height restriction specified in Column 3 is | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, |

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| | | cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | operational Monday – Sunday 20:00 – 08:00 | No charge on Saturdays/Sun days in December Maximum period of waiting 24 hours | Over 5 hours.....£10.00 Season Ticket charges 1 month.....£170 3 months.....£510 12 months.....£2040 | Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 11. Old Station Road Car Park, Loughton (Sainsburys Car Park) | Wholly within a marked parking bay Parking in the "Pick- up point" is to allow picking up and setting down of passengers only. Vehicle waiting is this area is prohibited. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Solo motorcycles Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sun days in December Maximum period of waiting 24 hours. | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |

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| 12. Oakwood Hill Industrial Estate East Car Park, Loughton | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Solo motorcycles. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December. Maximum period of waiting 24 hours. Electric Vehicle charging hours match the car park operational hours | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 Business Permit Charges 12 months (1 st permit).....£52 3 months (2 nd permit).....£255 12 months (2 nd permit).....£1020 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 13. Oakwood Hill Industrial Estate West, Loughton | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Solo motorcycles. Invalid carriages Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | No charge Maximum period of waiting 24 hours. | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 Business Permit Charges (maximum of 12 business permits to be active at any time) 12 months (1 st permit).....£52 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |

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| | | | | | 3 months (2 nd permit).....£255 12 months (2 nd permit).....£1020 Business permits available to businesses with properties on Oakwood Hill Industrial Estate. | |
| 14. Smarts Lane Car Park, Loughton | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Solo motorcycles. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December Maximum period of waiting 24 hours. | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£6.00 Season Ticket prices 1 month.....£102 3 months.....£306 12 months.....£1224 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 15. Traps Hill Car park Loughton | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£6.00 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |

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|----------------------------------|-----------------------------------|--|---|--|--|---|
| 16. Vere Road Car Park, Loughton | Wholly within marked parking bay. | | | Maximum period of waiting 24 hours | <p>Season Ticket prices</p> <p>1 month.....£102</p> <p>3 months.....£306</p> <p>12 months.....£1224</p> <p>Monday to Sunday</p> <p>Up to 1 hour.....£1.00</p> <p>Up to 2 hours.....£2.00</p> <p>Up to 3 hours.....£3.00</p> <p>Up to 4 hours.....£4.00</p> <p>Up to 5 hours.....£5.00</p> <p>Over 5 hours.....£10.00</p> | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| | | | <p>Any day</p> <p>Any time</p> <p>Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00</p> | <p>08:00-18:00</p> <p>Monday to Sunday</p> <p>No charge on Saturday/Sundays in December</p> <p>Maximum period of waiting 24 hours.</p> | <p>Season Ticket Prices</p> <p>1 month.....£170</p> <p>3 months.....£510</p> <p>12 months.....£2040</p> <p>Business Permit Prices</p> <p>12 months.....£52</p> <p>3 months.....£255</p> <p>12 months.....£1020</p> <p>Resident Permit Prices</p> <p>12 months– 1st permit per property..£55</p> <p>12 months– 2nd permit per property £90</p> <p>Visitor Permits</p> <p>Book of ten 1 day visitor permits.....£15 (virtual only)</p> | |

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|--|-----------------------------------|---|--|--|---|---|
| 17. The unnamed car park situated on the north-west side of Burton Road, at the rear of Nos. 28 and 30 The Broadway, Loughton. | Wholly within marked parking bay | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid Carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday No charge on Saturdays/Sundays in December Maximum period of waiting 24 hours. | No Charge - but subject in all cases to the vehicle displaying or arranging either a valid Residents Parking Permit or a valid Business Parking Permit or a valid Visitors Parking Permit | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 18. Burton Road South car park, Loughton | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid Carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December Maximum period of waiting 24 hours | <p>Monday to Sunday</p> <p>Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£6.00</p> <p>Resident permit charges 12 months (1st permit per property) £50 12 months (2nd permit per property) £90</p> <p>Visitor Permits</p> <p>Book of ten 24 hour visitor permits (virtual permit only).....£10</p> | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |

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|--|-----------------------------------|--|---|---|---|---|
| 19. Torrington Drive Off-Street Parking Area (The four parking areas (A, B, C and D) adjacent to Torrington Drive, Loughton totalling 32 off-street parking spaces) | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid Carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time | 08:00-18:00 Monday-Friday (except Bank/Public Holiday) | Resident Permit Parking Only Resident Permit Prices 12 months.....£55 *Resident Permits available to properties 1-19 Churchill Court, 1-15 Davis Court, Torrington Drive (all properties), Torrington Gardens (all properties) and The Broadway (all properties). One permit per property allowed for 1-19 Churchill Court and 1-15 Davis Court. | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 20. Clifton Road Car Park, Loughton | Wholly within marked parking bay | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December Maximum period of waiting 24 hours | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 Season Ticket Charges 1 month.....£170 3 months.....£510 12 months.....£2040 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 21. Banson's Lane Car Park, Ongar | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the | Any day Any time Height restriction specified in Column 3 is operational Monday – | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) |

| | | restricted period shown in column 4. | Sunday 20:00 – 08:00 | Maximum period of waiting 24 hours | Season Ticket Charges 1 month.....£170 3 months.....£510 12 months.....£2040 | (England) Regulations 2022 |
|--|---|---|---|---|--|--|
| 22. The Pleasance Car Park, Ongar | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sun days in December Maximum period of waiting 24 hours | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£6.00 Season Ticket prices 1 month.....£102 3 months.....£306 12 months.....£1224 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 23. Sainsburys Car Park, Basons Lane, Ongar | Wholly within marked parking bay. Parking adjacent to the cash machine is prohibited with no stopping allowed at any time | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sun days in December | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) |

| | | | Sunday 20:00 – 08:00 | Maximum period of waiting 24 hours | | (England) Regulations 2022 |
|---|--------------------------------------|---|---|--|-----------|--|
| 24. Ongar Leisure Centre Car Park, Ongar | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | 06:30 – 22:00 (except Bank/Public Holiday) | Maximum period of waiting 24 hours | No Charge | Pricing Band 2 set out in Schedule 1 to this order and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 |
| 25. Harlow Road Car Park, Roydon | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | Maximum period of waiting 24 hours. | No Charge | Pricing Band 2 set out in Schedule 1 to this order and the Civil Enforcement of Road Traffic Contraventions (Representations and Appeals) (England) Regulations 2022 |

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| 26. Cornmill Car Park, Waltham Abbey | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December Maximum period of waiting 24 hours | <p>Monday to Sunday</p> <p>Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£6.00</p> <p>Business Permit Prices (maximum of 30 permits to be active at one time) 12 months (1st Permit).....£52 3 months (2nd Permit).....£255 12 months (2nd Permit).....£1020</p> <p>Resident Permit Prices (maximum of 60 permits to be active at one time) 12 months– (1st permit).....£55 12 months– (2nd permit).....£90</p> <p>Visitor Permits (maximum of 40 permits in car park at any time) Book of ten 1 day visitor permits.....£15 (Virtual only)</p> | Pricing Band 2 set out in Schedule 1 to Civil Enforcement of Road Traffic Contraventions (Representations and Appeals) (England) Regulations 2022 |
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| 27. Darby Drive Car Park, Waltham Abbey | Wholly within marked parking bay. | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Solo motorcycles. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December Maximum period of waiting 24 hours | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£6.00 Season Ticket 1 month.....£102 3 months.....£306 12 months.....£1224 | Pricing Band 2 set out in Schedule 1 to this order and the Civil Enforcement of Road Traffic Contraventions (Representations and Appeals) (England) Regulations 2022 |
| 28. Quaker Lane Car Park, Waltham Abbey (Pay and Display Section) | Wholly within marked parking bay in the Pay and Display Section of the Car Park | Motor cars (including Electric Vehicles) without trailers. Motorcycles with sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holiday) No charge on Saturdays/Sundays in December Maximum period of waiting 24 hours | Monday to Sunday Up to 1 hour.....£1.00 Up to 2 hours.....£2.00 Up to 3 hours.....£3.00 Up to 4 hours.....£4.00 Up to 5 hours.....£5.00 Over 5 hours.....£10.00 Season Ticket prices 1 month.....£170 3 months.....£510 12 months.....£2040 | Pricing Band 2 set out in Schedule 1 to this order and the Civil Enforcement of Road Traffic Contraventions (Representations and Appeals) (England) Regulations 2022 |

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| 29. Quaker Lane Car Park, Waltham Abbey (Free Short Stay Section) | Wholly within marked parking bay in the Free Short Stay Section of the Car Park | Motor cars (including Electric Vehicles) with or without trailers. Motorcycles with sidecars. Invalid carriages. Subject in all cases to the vehicle not exceeding 2.1 metres in height during the restricted period shown in column 4. | Any day Any time Height restriction specified in Column 3 is operational Monday – Sunday 20:00 – 08:00 | 08:00-18:00 Monday to Sunday (except Bank/Public Holidays and Saturdays in December). Maximum period of waiting two hours, no return within three hours (resident season ticket holders are exempted from maximum limited waiting period restriction) | No Charge (except for resident season tickets) Resident Permit prices* 12 months.....£55.00 *Resident Permits available to properties 1-4 South Place Waltham Abbey only. A maximum of one permit per property to be issued | Pricing Band 2 set out in Schedule 1 to this order and the Civil Enforcement of Road Traffic Contraventions (Representations and Appeals) (England) Regulations 2022 |
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