

**NEWARK & SHERWOOD DISTRICT COUNCIL**

**ROAD TRAFFIC REGULATION ACT 1984  
TRAFFIC MANAGEMENT ACT 2004**

**Newark & Sherwood District Council (Civil Enforcement Off Street Parking  
Places) Order 2025**

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**NEWARK AND SHERWOOD DISTRICT COUNCIL**  
**(CIVIL ENFORCEMENT OFF-STREET PARKING PLACES)**  
**ORDER 2025**

Newark and Sherwood District Council (hereinafter called “the Council”) in exercise of its powers under Sections 32, 35 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984 (as amended) and under the Traffic Management Act 2004 (as amended) and of all other enabling powers, with the consent of the Nottinghamshire County Council in accordance with section 39(3) of the 1984 Act and after consultation with the Chief Constable of Nottinghamshire Constabulary in accordance with Part III of Schedule 9 to the 1984 Act hereby makes the following Order:

**PART I**  
**GENERAL**

**Commencement and Citation**

1. This Order shall come into operation on the **7th day of April 2025** and may be cited as the Newark and Sherwood District Council (Civil Enforcement Off-Street Parking Places) Order 2025. The Newark and Sherwood District Council (Civil Enforcement Off-Street Parking Places) Order 2025 Plans and Schedule of Charges are incorporated into this Order.

**Interpretation**

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

“1984 Act” means the Road Traffic Regulation Act 1984 as amended from time to time;

“2004 Act” means the Traffic Management Act 2004 as amended from time to time;

“Alternative Approved Method of Payment” means any cashless payments permitted by the Council, including but not limited to, Park and Phone, payment by debit or credit card facilitated by on site or remote verification by, for example, card reader or mobile phone text or phone call;

“ANPR Payment System” means an automatic number plate recognition payment system operating by reading a vehicle registration number plate and recording entry and exit times at a Parking Place;

“ASI Parking Permit” means a permit issued by the Council for parking in designated bays identified as ‘ASI permit Parking Only’ at the Air and Space Institute Carpark;

“Bank Holiday” has the same meaning as described in the ‘Banking and Financial dealings Act 1971 (C.80). The first Monday of May shall be treated as if it were a Bank Holiday for the purposes of this Order;

“Civil Enforcement Officer” means a person authorised by or on behalf of the Council to supervise the Parking Places and enforce the restrictions imposed by this Order;

“Charging Days”, means those days, which are as specified at each Parking Place respectively and in the Schedule of Charges;

“Charging Hours”, means the period as specified at each Parking Place on all charging days as contained in the Schedule of Charges;

“Council” means Newark and Sherwood District Council;

"Disabled Persons' Badge" means a badge issued by any Local Authority in accordance with the provisions of the Local Authorities' Traffic Orders

(Exemptions for Disabled Persons Regulations 2000) or a badge having effect under those regulations as if it were a Disabled Person's Badge;

"Driver" in relation to a Parking Place means the person driving the Vehicle at the time it was left in the Parking Place;

"Expiry Time" is the time indicated on the Pay and Display Ticket or Voucher and is the time by which the Parking Ticket, Voucher or Electronic Payment period has expired and is the time which the Vehicle must leave the Parking Place;

"Electronic Payment" means a cashless parking payment method of charges for use in a Parking Place where facilities at that Parking Place allow payment by telephone or electronic means, allowing Vehicles of such classes, in such positions, on such days, during such hours and for such period as are specified at each Parking Place and specified in the Schedule of Charges to be parked for the period of time for which Electronic Payment has been made. A transaction fee (convenience charge) may be incurred in addition to the scale of current charges as specified on site and specified in the Schedule of Charges, for the use of this Electronic Payment method.

"Electric Vehicle" means an Electric Vehicle or plugin hybrid a Vehicle that is powered entirely or partially by electricity and is capable of being recharged from an Electric Charging Point or external electric power source. The Electric Vehicle must be licensed as private or private/light goods and not exceeding 2500kg in weight or 2 metres in height;

"Electric Charging Point" means apparatus installed within a Parking Place to facilitates the recharging of an Electric Vehicle by way of connection of a power lead from an Electric Charging Point;

"Electric Vehicle Parking Bays" means any Parking Bay which has been designated or is at the Council's discretion, hereafter designated for use by Electric Vehicles in order to recharge by using the Electric Charging Point

adjacent to the Parking Bay designated for such use. An Electric Vehicle Parking Bay shall be defined as designated for such use by tarmac line markings and or symbols and signage adjacent to the Electric Vehicle Parking Bay indicating the Parking Bay is designated for the sole use of an Electric Vehicle or Dual use when signed as such.

"Free Period" means a period of parking for which a Voucher must be obtained but for which there is no charge as specified on site and which is specified in the Schedule of Charges as being at a charge of £0.00."

"Goods Vehicle" has the same meaning as that ascribed to it in Schedule 6 of the Road Traffic Act 1988 (RTA 1988);

"Loading Bay" means an area of a Parking Place, which is provided for the leaving of a Vehicle of a class specified and indicated by markings on the surface of the Parking Place or signed or otherwise indicated by signs in the Parking Place to undertake Loading and Unloading of goods;

"Loading/Unloading" refers to when a Vehicle is parked wholly in a Parking Place or Parking Bay marked for that purpose on site, for the purpose of delivering or collecting goods or merchandise or loading or unloading the Vehicle at premises adjacent to the Parking Place or Parking Bay and the Vehicle does not park for more than twenty minutes or such longer period as a duly authorised officer of the Council may authorise;

"Motorcycle" refers to a solo motorcycle only and excludes any motorcycle which has a side-car or trailer, or which has more than two wheels;

"Owner" in relation to a Vehicle means the person who is recorded as the registered keeper by the Driver and Vehicle Licensing Agency on the date on which the Vehicle was left in the Parking Place in question;

"Parking Bay" means an area of a Parking Place, which is provided for the leaving of a Vehicle of a class specified and indicated by markings on the

surface of the Parking Place or signed or otherwise indicated by signs in the Parking Place;

“Parking Permit” means a season ticket, contract permit, business permit or resident’s permit of a type and design issued by the Council;

“Park and Phone” means a method of payment of the parking charge involving registration of payment by phone or electronic means and, on first use, registration of the relevant registration number of the vehicles, 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;

"Parking Place" means the areas of land shown on the Plans and provided by the Council pursuant to Section 32 of the 1984 Act for the purpose of Vehicle parking and not closed (in part or in whole) by a notice, sign or barrier, erected or displayed thereon by authority of the Council in accordance with Article 14 of this Order;

"Parking Ticket" means a ticket receipt electronic or otherwise for payment of the appropriate parking charge (if any) purchased or obtained in accordance the Schedule for Charges.

“Parking Ticket” or “Pay and Display Ticket”, means the receipt for payment of the appropriate charge to be displayed within the Vehicle as Article 27;

“Pay and Display” means a type of Parking Place where upon parking the Vehicle in a Parking Bay and prior to leaving the Parking Place a Pay and Display Ticket must be purchased at the level of charge and for the required period in accordance with the scale of charges advertised at that Parking Place as described in Article 27.i of this Order;

"Pay and Display Ticket" means a "parking device" in accordance with the Section 35(3B) of the 1984 Act and for the purpose of this order a ticket either

purchased or obtained for a period and issued by a Ticket Machine or electronic means by Electronic Payment (Virtual Ticket) located in the Parking Place in which the Vehicle has been left or a ticket issued by a person nominated by the Council and valid for a parking period as specified at that Parking Place and specified in the Schedule of Charges in accordance with Article 25 of this Order. The Pay and Display Ticket must be displayed prominently on the Vehicle or held electronically where Electronic Payment has been made, where appropriate, in accordance with Article 27 of this Order.

“Pay on Foot/Pay on Exit” means a Parking Place where an entry ticket is taken at the entry barrier to access the Parking Place or where an ANPR Payment System is in place. Prior to leaving the Parking Place, either the Ticket is then inserted into or the driver enters their vehicle registration number into a Ticket Machine located in the Parking Place and the correct payment for time parked in the Parking Place is made. The Ticket Machine produces an exit ticket which is then used to raise the barrier on exit or recognising the vehicle registration number to raise the barrier;

“Penalty Charge” means the charge set by the Council under Section 77 of part 6 and schedule 9 of the 2004 Act, which is to be paid to the Council following the issue of a Penalty Charge Notice and within the period notified on the Penalty Charge Notice, from the date of issue of that notice. The Penalty Charge Notice will state the level at which the Penalty Charge will be set;

“Penalty Charge Notice” means a notice issued by or served by a Civil Enforcement Officer pursuant to the provisions of The Civil Enforcement of Parking Contraventions (England) General Regulations 2007;

“Plans” means the Newark and Sherwood District Council (Consolidated) Civil Enforcement Off-Street Parking Places Order 2025 plans as annexed to this Order and numbered CE/003 to CE/055, which identify the Parking Places affected by this Order;

“Premium Parking” means an area of a Parking Place which has a designated area for premium parking that is signposted in such a manner to clearly indicate to the user of the Parking Place or Parking Bay that they are parked in a premium parking bay to which a “Premium Parking Charge” rate applies. Premium Parking Charges are clearly displayed within the Parking Place.

“Public Holiday” means Christmas Day, Good Friday and any other day designated by the Government as a public holiday;

“Restricted areas” means an area of the parking place or a parking bay which is marked in either yellow or white; by either cross hatchings, kerb blips, double or single yellow lines, or signposted in such a manner, to clearly indicate to a user of the parking place or parking bay that a vehicle is not permissible to park.

“Relevant Position” means

- (a) in respect of a Vehicle displaying a valid Disabled Person’s Badge:
  - (i) in the case of a Vehicle fitted with a dashboard or fascia panel, the badge is exhibited thereon so that Part 1 (the front of the badge), is legible from outside the Vehicle; or
  - (ii) in the case of a Vehicle not fitted with a dashboard or fascia panel, the badge is exhibited in a conspicuous position on the Vehicle so that Part 1 of the badge is legible from outside the Vehicle;
- (b) in respect of a Vehicle displaying a Pay and Display Ticket or Parking Permit:
  - (i) the ticket or permit is exhibited on the inside surface of the windscreen or in a clearly visible position so that it is facing forwards and can be easily seen and read from the front or side of the Vehicle; or

- (ii) in the case of a Vehicle that is not fitted with a transparent windscreen, the ticket or permit is exhibited on the front of the Vehicle facing forwards and clearly visible; or
- (c) in respect of a Vehicle displaying a Hackney Carriage Plate:
  - (i) the plate must be affixed to the vehicle in accordance with the instructions given within the licence as issued by the Council;

"Schedule of Charges" means a schedule of Parking Places, locations, times of use of the said Parking Places, parking tariffs and charges including Free Periods (if any) as outlined in the schedule appended to this Order as may be amended or varied from time to time.

"Specified Proportion" means such proportion, applicable to all cases where a Penalty Charge Notice has been issued, as may be determined by the Local Authorities acting through the Joint Committee of the National Parking Adjudication Service or any such organisation carrying out the same function;

"Ticket Machine" means an apparatus of a type and design approved by the appropriate Minister for the purpose of this order, being apparatus designed to indicate the time by a clock and to issue parking tickets which show that a payment has been made of an amount or for a period specified thereon and which specify the date and, either the time of such payment, or the time at which the Vehicle must leave the Parking Place;

"Vehicle" means any motorcar, Motorcycle, electric vehicle or other mechanically propelled automobile licensed as private or private/light goods and not exceeding 2500kg in weight or 2 metres in height;

"Virtual Ticket" means a "parking device" in accordance with Section 35(3B) of the 1984 Act and for the purpose of this order a ticket either purchased or Voucher obtained for a parking period and issued electronically for a Parking Place location with a unique reference code for that Parking Place in which

the vehicle has been left and valid for a parking period as specified at that Parking Place and specified in the Schedule of Charges in accordance with Article 25 of this Order. The Virtual Ticket must be held electronically where Electronic Payment has been made and where appropriate in accordance with Article 27 of this Order.

"Voucher" means a "parking device" in accordance with the Section 35 (3B) of the 1984 Act and for the purpose of this order a free parking ticket obtained for a Free Period and issued by a Ticket Machine or electronic means by Electronic Payment (Virtual Ticket) located in the Parking Place in which the Vehicle has been left or a free parking ticket issued by a person nominated by the Council and valid for a parking period as specified at that Parking Place and specified in the Schedule of Charges in accordance with Article 25 of this Order. The Voucher must be displayed prominently on the Vehicle, where appropriate, in accordance with Article 27 of this Order.

3. Except where the context requires otherwise, any reference in this Order to a numbered Article shall be construed as a reference to the Article bearing that number in this Order and any reference to a plan is a reference to the Plans incorporated into this Order.
4. Any reference in this Order to any enactment shall be construed as a reference to that enactment as amended, applied, consolidated, re-enacted by or as having effect by virtue of any subsequent enactment.
5. Unless the context otherwise requires, words denoting the singular shall include the plural and vice versa and words denoting the persons shall include either gender, bodies corporate, unincorporated associations and partnerships.
6. The Interpretation Act 1978 shall apply for the interpretation of this Order.

**PART II**  
**DESIGNATION AND USE OF PARKING PLACES**

Designation

7. Each area of land or buildings as shown on the Plans may be used, subject to the provisions of this Order, as a 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 advertised at each Parking Place and specified in the Schedule of Charges.

Class and position of Vehicle

8. Whereby notice at a Parking Place, the Parking Place, or any Parking Bay within the Parking Place, is described as available for Vehicles of a specified class or Vehicles to be left in a specified location, no person shall permit a Vehicle to park in that Parking Place or as the case may be in any Parking Bay within the Parking Place:
- i. unless it is of the specified class;
  - ii. Where it exceeds the maximum height or weight specified in that Parking Place; except where a vehicle has been modified to accommodate a disability wheelchair or a mobility scooter and is parked in accordance with Article 8iii and Article 9 of this Order;
  - iii. that is parked beyond the Parking Bay markings; or
  - iv. in a position other than that specified.

Disabled person's Parking Bays

9. No person shall cause or permit a Vehicle to park in a Parking Bay marked for disabled persons unless the Vehicle displays a valid Disabled Person's Badge in the Relevant Position and immediately before or immediately after the act of parking the Vehicle has been or is about to be used by the person(s) in respect of whom the Disabled Person's Badge has been issued. Where required the Vehicle shall also display the Disabled Badge clock in accordance with local

regulations. A disabled persons Parking Bay shall be defined as designated for such use by tarmac line markings and or symbols indicating the Parking Bay is designated for use by a person holding a valid Disabled Persons Badge (blue badge).

#### Taxi Ranks

10. No person shall cause or permit a Vehicle to park in a Parking Bay marked for Taxis unless the Vehicle displays a valid Hackney Carriage plate, issued by Newark and Sherwood District Council, in the Relevant Position.

#### Loading and Unloading bays

11. No person shall cause or permit a Vehicle to park in a Parking Bay marked as a Loading Bay unless the Vehicle is being used for the purpose of Loading or Unloading.

#### Motorcycle parking bays

12. No person shall cause or permit a Vehicle to park in a Parking Bay marked for Motorcycles unless the Vehicle is a Motorcycle.
13. Motorcycles may park free of charge in a designated motorcycle area marked "M/C" for a maximum of 8 hours. No return within a 24 hour period.

#### Power to close or suspend Parking Places

14. Nothing in this Order shall prevent the Council by notice, sign or barrier displayed in a Parking Place:
  - (i) from closing a Parking Place or any part thereof for any period; and/or

- (ii) from setting aside a Parking Place or any part or parts thereof on all days or on certain days or during certain parts of days for use only by particular Vehicles or organisations.
- 15. Any person suspending the use of a Parking Place or any part thereof in accordance with the provisions of Article 14 shall thereupon place or cause to be placed in or adjacent to that Parking Place or that part thereof a notice or traffic sign indicating that the use of that Parking Place or that part thereof is suspended and that parking by Vehicles is prohibited.
- 16. No person shall cause or permit a Vehicle to be left in a Parking Place or any part thereof during such periods that the use of that Parking Place or that part thereof is suspended or during such period as there is in or adjacent thereto a notice or traffic sign placed by or on behalf of the Council in pursuance of Article 15.

#### Use of Parking Place

- 17. No person shall while a Vehicle is in a Parking Place use the Parking Place for any purpose other than parking the Vehicle, boarding or alighting from the Vehicle or taking articles out of or into the Vehicle and in particular but without prejudice to the generality of the foregoing provisions of this Article no person shall:
  - i. Carry out any work of construction, overhauling, cleaning or repair in respect of the Vehicle except as may be necessary to enable the Vehicle to be moved from the Parking Place;
  - ii. Use the Parking Place to make deliveries load or unload goods except where authorisation is granted by an authorised officer from the Council;
  - iii. Use a Vehicle while it is in a Parking Place in connection with the sale of any article (including the Vehicle itself) to persons in or near the Parking Place or in connection with the selling or offering for hire of his or another person's skills or services in any capacity, unless with the express written permission of the Council;

- iv. Except with the permission of an authorised officer of the Council or Civil Enforcement Officer drive any Vehicle in a Parking Place other than for the purpose of leaving that Vehicle in the Parking Place or for the purpose of departing from the Parking Place in accordance with the provisions of this Order.
- v. cause or permit a Vehicle to park in a Parking Bay marked for 'ASI Permit Parking Only' unless the Vehicle displays a valid ASI Parking Permit in the relevant position.

#### Maximum Period of Stay

- 18. Where a Parking Place is described by a notice displayed within as being available for use on specified days, during specified hours or as being available for use for a maximum period of stay, no person shall permit a Vehicle to park in that Parking Place on any day, during such hours or for any period other or longer than those specified.

#### Period of no return

- 19. Whereby notice on site a Parking Place is described as having a period within which a Vehicle may not return, no person shall permit a Vehicle to park in that Parking Place on any day, during such period.

#### Parked with engine running

- 20. The driver of a Vehicle using a Parking Place shall stop the engine as soon as the Vehicle is in the Parking Bay and shall not start the engine except when about to change the position of the vehicle in, or to depart from, the Parking Place.

#### Electric vehicle parking bays

- 21. No person shall cause or permit a Vehicle to park in an Electric Vehicle Parking Bay within a Parking Place or wait for any period in a Parking Bay designated

for such use unless the Vehicle is an Electric Vehicle connected by electric power lead to an adjacent Electric Charging Point consuming an electrical charge and is being charged or recharged continually throughout the period within which the Electric Vehicle is parked or waiting within that Parking Bay. Only Electric Vehicles shall be permitted to park in an Electric Vehicle Parking Bay unless the space is for the dual use and signed as such.

#### Parked causing an obstruction

22. The driver of a Vehicle using a Parking Place shall not park the Vehicle in such a manner or place where it causes an obstruction to any other users of the Parking Place.

### **PART III CHARGES FOR PARKING**

#### Payment

23. The Driver of a Vehicle using a Pay and Display Parking Place shall upon parking the Vehicle in the Parking Place purchase or obtain a Pay and Display Ticket at the appropriate charge (if any) or make payment by Electronic Payment method at the level of charges in accordance with the scale of current charges as specified at the Parking Place and that are specified in the Schedule of Charges to this Order. Where a Free Period of parking is specified at a Parking Place and in the Schedule of Charges for which a Voucher (free parking ticket) is required, a Voucher must be obtained but for which there is no charge as specified at the Parking Place and specified in the Schedule of Charges as being at a charge of £0.00.

#### Pay on Exit/Pay on Foot Parking Place

24. The Driver of a Vehicle using a Pay On Exit/ Pay On Foot Parking Place shall upon arriving at the Parking Place take a Parking Ticket from the Ticket Machine to establish the time of entry at the Parking Place and shall on return to the Vehicle prior to exit pay the appropriate fee (if any) at the Pay On Foot Ticket Machine or pay the attendant or Civil Enforcement Officer on duty or a person nominated by the Council as the case may be at the exit point a parking fee at the level of charge and for the period required in accordance with the scale of charges specified at that Parking Place and specified in the Schedule of Charges.

#### Pay and Display Parking and Alternative Approved Method of Payment Places

25. The Driver of a Vehicle using a Parking Bay within the Pay and Display Parking Place, shall immediately upon parking the Vehicle in a Parking Bay, and prior to leaving the Parking Place:
- i. purchase a Pay and Display Ticket at the level of charge and for the period required in accordance with the scale of charges as advertised at that Parking Place; or
  - ii. make arrangements to pay the appropriate fee through an Alternative Approved Method of Payment at the level of charge and for the period required in accordance with the scale of charges as advertised at that Parking Place.

#### Means of payment

26. The charges referred to in Articles 23, 24 and 25 shall be payable in the manner, as advertised at that Parking Place, or by payment to a person nominated by the Council.

### Display of Parking Ticket, Voucher or Virtual Ticket

27. Save for payment by Electronic Payment method, whereby a Virtual Ticket is purchased or obtained electronically, and information is virtually displayed for inspection, once a Vehicle has been parked within a Pay and Display Parking Place the Driver of the Vehicle shall:
- i. ensure that a valid Pay and Display Ticket, or Voucher has been obtained or Electronic Payment has been made (Virtual Ticket) and is displayed at all times the Vehicle is parked, to cover the entire period that the Vehicle is parked in the Parking Place; and
  - ii. display the Pay and Display Ticket or Voucher issued at that Parking Place in the Relevant Position on the Vehicle in respect of which it was issued.

Article 27(i) and 27(ii) applies if payment is made by the Electronic Payment method, albeit that the Virtual Ticket will be automatically displayed for inspection.

### Validity of Pay and Display Tickets

28. A Pay and Display Ticket, Voucher or Electronic Payments (Virtual Tickets) is not transferable from one Vehicle to another and on transfer of a Pay and Display Ticket, Voucher or Electronic Payments (Virtual Tickets) it ceases to be valid.
29. A Pay and Display Ticket, Voucher and Electronic Payments (Virtual Tickets) is valid only in the Parking Place in which it was issued. This is defined by the reference code of the Ticket Machine or Electronic Payment reference code located in that Parking Place printed on the Pay and Display Ticket, Voucher or Electronic Payments (Virtual Tickets).

### Expiry of parking period

30. The expiry of the period for which a charge for the use of a Parking Place has been paid shall be:
- i. where a pay and display ticket has been purchased, when the time shown on the clock of the issuing ticket machine is later than the expiry time shown on the pay and display ticket displayed; or
  - ii. where an Alternative Approved Method of Payment has been used, when the period for which payment has been made and recorded has been exceeded.

### No Pay and Display Ticket displayed

31. If at any time while a Vehicle is left in a Parking Place no Pay and Display Ticket or Voucher is displayed on that Vehicle in the Relevant Position and in accordance with the provisions of Article 27, where Electronic Payment is in operation and this system confirms non-payment or expiry of time purchased by Electronic Payment method it shall be deemed that the charge (if any) has not been paid or an appropriate Parking Ticket, Electronic Payment or Voucher has not been obtained.
32. If at the time when a Vehicle is left during the Charging Hours in a Pay and Display Parking Place and on the nearest Ticket Machine in that Parking Place there is a notice placed by any person duly authorised by the Council indicating that the said Ticket Machine is out of order then a Parking Ticket or Voucher shall be obtained from another Ticket Machine within the same Parking Place (where another Ticket Machine is so provided) or obtained from a person nominated by the Council to issue such tickets or by use of the Electronic Payment method (where this facility is available). Otherwise, Article 31 shall prevail where there is no Ticket Machine or all Ticket Machines are out of order and no electronic payment can be made, whether signed as such or not, or where no person has been so nominated by the Council.

33. Where no valid Pay and Display Ticket, Voucher or Electronic Payment method can be obtained and or displayed pursuant to the circumstances described in Article 32, Vehicles may be left in a Parking Place but may not be left for longer than the maximum period of parking in that Parking Place specified at that Parking Place and specified in the Schedule of Charges.

#### Parking Permits

34. Parking Permits are available from the Council at the appropriate fee, for a Vehicle of a specific class and for a specific Parking Place subject to terms and conditions determined by the Council.
35. The driver shall abide by the terms and conditions stipulated by the Council for the use of the Parking Permit.
36. A Parking Permit is only valid in the Parking Place in respect of which it was issued and up to the date of expiry shown on the Parking Permit.
37. A Parking Permit remains the property of the Council and must be surrendered on request. In such instances where a refund fee is appropriate this will be provided in accordance with the Council's policies.

#### Display of Parking Permit

38. The driver of the Vehicle shall display the Parking Permit in the Relevant Position on the Vehicle in respect of which it was issued at all times during which the Vehicle is left in the Parking Place. Electronic permits and decrementing pre-paid cards are exempt from the need to display in a Pay on Foot/Pay on Exit Parking Place.

### Replacement Parking Permits

39. Damaged or lost Parking Permits will be replaced on application to the Council and on payment of an administration fee. The damaged or lost Parking Permit will then become immediately invalid.

### Surrender of Parking Permit

40. The holder of an annual Parking Permit shall on surrendering the Parking Permit be entitled to a refund based upon the number of complete months remaining un-expired from the beginning of the calendar month following the date on which the Council receives the surrendered Parking Permit. The refund will be one twelfth of the annual rate for each un-expired calendar month less an administration fee. The Council may accept the transfer of a Parking Permit to a new Vehicle on the surrender of the existing Parking Permit to the Council subject to the relevant administration fee and subject to the procedure stated in the conditions of holding such a permit.

### Restriction on removal

41. When a Pay and Display Ticket or Parking Permit has been exhibited on a Vehicle in the relevant position no person shall remove the Pay and Display Ticket or Parking Permit from the Vehicle until the Vehicle is removed from the Parking Place.

## **PART IV EXEMPTIONS FROM DAILY CHARGES**

### Exemptions

42. No daily charge shall be payable in respect of:
- i. A Vehicle for a period specified at that Parking Place and specified in the Schedule of Charges which displays in the Relevant Position a valid Disabled Person's Badge provided that the Vehicle has been

used or is about to be used by the person(s) in respect of whom the badge is issued immediately before or immediately after the Vehicle was parked in the Parking Bay; in accordance with the scale of charges as specified at that Parking Place and specified in the Schedule of Charges;

- ii. a Motorcycle which is left in a parking bay specified for such Vehicles (if any);
  - iii. a Vehicle left displaying in a relevant position a valid Parking Permit valid for that Parking Place;
  - iv. a Vehicle left displaying in a Relevant Position a valid Voucher valid for that Parking Place in accordance with Article 27 and used in association with a Free Period.
  - v. a Vehicle parked in a Disabled person's Parking Bay displaying a valid Disabled Person's Badge in the Relevant Position and immediately before or immediately after the act of parking the Vehicle has been or is about to be used by the person(s) in respect of whom the Disabled Person's Badge has been issued where the maximum period of stay is equal to or less than three hours and thirty minutes.
43. For the avoidance of doubt, except as provided for at Article 42.iv, a Vehicle displaying a valid Disabled Person's Badge in the Relevant Position and immediately before or immediately after the act of parking the Vehicle has been or is about to be used by the person(s) in respect of whom the Disabled Person's Badge has been issued is not exempt from paying the appropriate charge (if any), in accordance with the scale of current charges as advertised on site and that are specified in the Schedule of Charges to this Order unless it is parked in a Disabled person's Parking Bay.

#### Absence of ticket machine

44. If at the time when a Vehicle is left in a Parking Place during the Charging Hours there is no Ticket Machine at the Parking Place, or all the Ticket Machines at that Parking Place carry notices placed upon them by a person duly authorised by the Council indicating that they are out of order, or there is

no person nominated by the Council from whom to obtain a Pay and Display Ticket, the driver of that Vehicle shall be exempt from purchasing a Pay and Display Ticket. Otherwise, Article 33 shall prevail where there is no ticket machine or all ticket machines are out of order whether signed as such or not.

## **PART V**

### **RELOCATION AND REMOVAL OF VEHICLES**

#### Emergencies

45. A Civil Enforcement Officer, a person authorised by the Council or a Police Constable in uniform may, using such measures as are appropriate, move or cause to be moved in the case of an emergency to any place he/she thinks fit, any Vehicle left in a Parking Place.

#### Safe keeping

46. Any person removing a Vehicle from a Parking Place under Article 45 shall make such arrangements as may be reasonably necessary to provide for the safe keeping of the Vehicle.

## **PART VI**

### **LIABILITIES / PENALTIES**

#### Liability

47. The Council accepts no liability for the loss or damage to Vehicles or other property left in any of the Parking Places to which this Order applies.

### Wilful damage

48. Any person who with intent to defraud interferes with the Ticket Machine or operates or attempts to operate it by the insertion of objects other than undamaged and unaltered coins of legal tender and of the appropriate denomination, or other approved method of payment, shall be liable to prosecution.

## **PART VII CONTRAVENTION AND PENALTY CHARGE**

### Contravention

49. If a Vehicle is Parked in a Parking Place without complying with the requirements of this Order, a contravention shall have occurred, and a Penalty Charge shall be payable. A Penalty Charge Notice showing the information required by the 2004 Act may then be issued by a Civil Enforcement Officer in accordance with the requirements of the 2004 Act or any subsequent applicable legislation

### Penalty Charge Notice

50. In the case of a Vehicle in respect of which the Penalty Charge may have been incurred, it shall be the duty of a Civil Enforcement Officer to either hand the Penalty Charge Notice to the Driver of the Vehicle, post the Penalty Charge Notice to the Owner of the Vehicle or attach the Penalty Charge Notice to the Vehicle in a conspicuous position

### Restriction on removal of notices

51. A Penalty Charge Notice fixed to a Vehicle in accordance with Article 50 shall not be removed or interfered with except by or under the authority of:
- i. the Owner, or person in charge of, the Vehicle;
  - ii. the Council for the Parking Place in which the Vehicle in question was found.

### Manner of Payment of Penalty Charge

52. The Penalty Charge shall be paid in accordance with the instructions contained on the Penalty Charge Notice. The recipient of a Penalty Charge Notice may be eligible to make representations or appeal against the Penalty Charge Notice issued, as detailed on the Penalty Charge Notice and in accordance with the requirements and procedures set out in the 2004 Act and its subordinate legislation.
53. If the driver fails to pay the Penalty Charge by the end of a period of 28 days a notice to the Owner may be served. If the charge is then not paid within a further 28 days, the charge may be increased by 50% on the issue of a charge certificate in accordance with the provisions of section 21 of part 5 of The Civil Enforcement of Parking Contraventions (England) General Regulations 2007, or such other percentage increase of charge as may be determined by amendments to the legislation from time to time. Continued failure to pay the Penalty Charge may result in a judgement in the County Court against the Owner to enable the Council to recover the payments due.
54. Payment shall be received not later than 16:00 hours on the 28th day following the day on which such Penalty Charge was incurred or the 14th day following the day on which the Charge was incurred if the Specified Proportion is paid.

### Indications as Evidence

55. The particulars given in the Penalty Charge Notice attached to a Vehicle in accordance with this Order shall be treated as evidence in any proceedings relating to failure to pay such Penalty Charge.

## **PART VIII DISPOSAL OF VEHICLES**

### Disposal of Vehicles abandoned in Parking Places

56. The Council may sell or otherwise dispose of a Vehicle which has been, or could at any time be, removed from a Parking Place pursuant to Article 46 if the Vehicle appears to have been abandoned, provided that this power of disposal shall not be exercisable unless the Council has taken such of the following steps as are applicable to the Vehicle in question, and there has elapsed a period of six weeks beginning with the taking of the first of those steps.
57. Where the Vehicle carries a registration mark the Council shall ascertain from the appropriate body the name and address of the person who is the Registered Keeper of the Vehicle pursuant to the Vehicles (Excise) Act 1971, unless the Council is satisfied that the true owner of the Vehicle has identified himself to them.
58. The Council shall, where by virtue of Articles 57, 59, 60 or 61 it is aware of the name and address of a person who it appears may be the Owner of the Vehicle, send a notice to that person at that address stating that it is the intention of the Council to sell or otherwise dispose of the Vehicle (which shall be sufficiently described in the notice) on or after a specified date (which shall not be less than two weeks from the date of the notice and in any event not earlier than six weeks from the date of the first step taken by the Council under this Part of this Order) unless it is in the meantime removed by or on behalf of that person from such place as is specified by the Council in the said notice or

from such place as may be subsequently notified in writing by the Council to that person.

59. If any person to whom a notice is sent in accordance with Article 58 informs the Council of the name and address of some other person who he/she alleges may be the Owner of the Vehicle, a notice stating the particulars mentioned in the last preceding Article shall be sent to that other person and to any further person who the Council may in consequence of the sending of the notice to the said other person be led to believe may be the Owner of the Vehicle.
60. Where a Vehicle does not carry a registration mark the first step to be taken by the Council shall be to apply in writing to the Chief Officer of Police in whose area the Parking Place is situated enquiring whom that officer considers is the Owner of the Vehicle and the address of that person.
61. The Council shall then make such further enquiries as to ownership as it thinks fit.
62. Upon the sale of a Vehicle by the Council, the Council shall apply the proceeds of sale in or towards the satisfaction of any costs incurred by it in connection with the disposal thereof and of any charge or payment to which it is entitled.
63. In the event that any such costs incurred by the Council in connection with the disposal of the Vehicle are not satisfied by virtue of the last preceding Article, the Council may recover those costs from the person who was the Owner of the Vehicle immediately before it was removed from the Parking Place, provided that that person was sent by the Council a notice under Article 58.
64. Any sums received by the Council on the sale of a Vehicle shall, after deducting any sum applied by virtue of Article 62, be payable within a period of one year from receipt hereof to any person to whom, but for such sale, the Vehicle would have belonged and insofar as any such sums are not claimed within the said period they shall be paid into the General Rate Fund of the Council.
65. Where under the foregoing provisions of this Order a notice is required to be or may be sent to a person the notice shall be sent by recorded delivery post.

## PART IX

### REVOCATIONS

#### Revocations

66. The Newark and Sherwood District Council (Off Street Parking Places) Order 2024 is revoked as from the date this Order comes into operation and any variations thereto attached to these orders are revoked in their entirety as from the date this Order comes into operation.

## PART X

### SCHEDULE OF PARKING PLACES

#### Schedule:

	(1) Name & Situation of Parking Place	(2) Position in which Vehicle may wait	(3) Classes of Vehicles	(4) Days of Operation of Parking Place	(5) Charging Hours	(6) Scale of Charge
CE002	Baldertongate Car Park, Newark	Wholly within a parking bay	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii)Motor vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	08:00hrs – 18:00hrs	30 minutes Free (a free parking ticket must be obtained from the parking machine and displayed) 1 hour £1.00 2 hours £1.70 2-3 hours £2.70 3-4 hours £4.70 Over 4 hours £8.00

					<p>18.00hrs – 23.59hrs Evening Charge</p> <p>Any period of 24 hours</p> <p>Disabled parking bays – after parking in bay for 3.5 hours, there is no return to these bays within an 8-hour period</p> <p>Disabled Parking when not parked in a dedicated Disabled Persons Parking Bay</p> <p>Motorcycle parking bays – after parking in bay for 8 hours there is no return to these bays in the car park within a 12-hour period</p>	<p>On day of issue</p> <p>£1.00 flat fee</p> <p>Season Tickets £780 per year or £222.50 per quarter</p> <p>Free of charge for a maximum of 3.5 hours when displaying a valid disabled person's badge and time clock in the appropriate manner</p> <p>Standard Parking terms and conditions apply. An extra 30 minutes time to be added to the expiry of parking ticket purchased.</p> <p>Free of charge for a maximum of 8 hours</p>
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					<p>Electric Vehicle Charge Points 08.00hrs – 18.00hrs, Monday to Sunday inclusive</p> <p>Residents using EV Charge points from 18:00 – 08:00</p>	<p>30 minutes Free (free parking ticket issued by parking machine must be displayed) 1 hour £1.00 2 hours £1.70 2-3 hours £2.70 3-4 hours £4.70 Over 4 hours £8.00 On day of issue Free of Charge</p>
CE003	London Road Car Park, Newark	Wholly within a parking bay	<p>(i)Motor cars as defined in Section 136 (2) (a) of the Act</p> <p>(ii)Motorcycles</p> <p>(iii)Motor vehicles not exceeding 3500 kgs gross weight</p>	Monday to Sunday inclusive	<p>08:00hrs – 18:00hrs</p> <p>18.00hrs – 23.59hrs Evening Charge</p> <p>Any period of 24 hours</p>	<p>30 minutes Free (a free parking ticket must be obtained from the parking machine and displayed) 1 hour £1.00 2 hours £1.70 2-3 hours £2.70 3-4 hours £4.70 Over 4 hours £8.00 On day of issue</p> <p>£1.00 flat fee</p> <p>Season Tickets £780 per year or £222.50 per quarter</p>

					<p>Disabled parking bays – after parking in bay for 3.5 hours, there is no return to these bays within an 8-hour period</p>	<p>Free of charge for a maximum of 3.5 hours when displaying a valid disabled person's badge and time clock in the appropriate manner</p>
					<p>Disabled Parking when not parked in a dedicated Disabled Persons Parking Bay</p>	<p>Standard Parking terms and conditions apply. An extra 30 minutes time to be added to the expiry of parking ticket purchased.</p>
					<p>Motorcycle parking bays – after parking in bay for 8 hours there is no return to these bays in the car park within a 12-hour period</p>	<p>Free of charge for a maximum of 8 hours</p>
					<p>Electric Vehicle Charge Points 08.00hrs – 18.00hrs, Monday to Sunday inclusive</p>	<p>30 minutes Free (free parking ticket issued by parking machine must be displayed)  1 hour £1.00  2 hours £1.70  2-3 hours £2.70  3-4 hours £4.70</p>

					Residents using EV Charge points from 18:00 – 08:00	Over 4 hours £8.00 On day of issue Free of Charge
CE004	Appleton Gate Car Park, Newark	Wholly within a parking bay	(i) Motor cars as defined in Section 136 (2) (a) of the Act (ii) Motorcycles (iii) Motor vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	<p>08.00hrs – 17.59hrs</p> <p>18.00hrs – 23.59hrs Evening Charge</p> <p>Any period of 24 hours</p> <p>Disabled parking bays – after parking in bay for 3.5 hours there is no return to these bays in the car park within an 8-</p>	<p>30 minutes Free (a free parking ticket must be obtained from the parking machine and displayed) 1 hour £1.00 2 hours £1.70 2-3 hours £2.70 3-4 hours £4.70 Over 4 hours £8.00 On day of issue</p> <p>£1.00 flat fee</p> <p>Tickets £780 per year or £222.50 per quarter</p> <p>Free of charge for a maximum of 3.5 hours when displaying a valid disabled person's badge and time clock in the appropriate</p>

					hour period	manner
					Disabled Parking when not parked in a dedicated Disabled Persons Parking Bay	Standard Parking terms and conditions apply. An extra 30 minutes time to be added to the expiry of parking ticket purchased.
					Motorcycle parking bays - after parking in bay for 8 hours there is no return to these bays in the car park within a 12-hour period	Free of charge for a maximum of 8 hours
					Electric Vehicle Charge Points 08.00hrs – 18.00hrs, Monday to Sunday inclusive	30 minutes Free (free parking ticket issued by parking machine must be displayed) 1 hour £1.00 2 hours £1.70 2-3 hours £2.70 3-4 hours £4.70 Over 4 hours £8.00 On day of issue
					18:00 – 23:59 Evening charges	Free of Charge

CE005	Town Wharf Car Park, Newark	Wholly within a parking bay	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii)Motor vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	08.00hrs – 18.00hrs	30 minutes Free (free parking ticket issued by parking machine must be displayed) 1 hour £1.00 2 hours £1.70 2-3 hours £2.70 3-4 hours £4.70 Over 4 hours £8.00 On day of issue
					18.00hrs – 23.59hrs Evening charges	£1.00 flat fee
					Any period of 24 hours	Season Tickets £780 per year or £222.50 per quarter
					Disabled parking bays– after parking in bay for 3.5 hours there is no return to these bays in the car park within an 8-hour period	Free of charge for a maximum of 3.5 hours when displaying a valid disabled person's badge and time clock in the appropriate manner
					Disabled Parking when not parked in a dedicated Disabled Persons Parking Bay	Standard Parking terms and conditions apply. An extra 30 minutes time to be added to the expiry of parking ticket purchased.



						alongside the NSDC free of charge issued permit
					Disabled parking bays—after parking in bay for 3.5 hours there is no return to these bays in the car park within an 8-hour period	Free of charge for a maximum of 3.5 hours when displaying a valid disabled person's badge and time clock in the appropriate manner
					Disabled Parking when not parked in a dedicated Disabled Persons Parking Bay	Standard Parking terms and conditions apply. An extra 30 minutes time to be added to the expiry of parking ticket purchased.
					Motorcycle parking bays - after parking in bay for 8 hours there is no return to these bays in the car park within a 12-hour period	Free of charge for a maximum of 8 hours
					Electric Vehicle Charge Points 08.00hrs – 18.00hrs, Monday to Sunday inclusive	1 hour £1.00 2 hours £1.20 2-4 hours £2.20 4-5 hours £3.20 5 hours and above £3.70 On day of issue

					06:30 – 19:30	Season Ticket (5 days, Mon-Fri only) £400 per year only
					06:30 – 19:30	Season Ticket (7 days, Mon-Sun) £495 per year, £135 per quarter
CE007	Riverside Arena, Newark including paved area in front of toilets, Newark	Wholly within a standard parking bay	Market Traders vehicles. And (i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii)Motor vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	08.00hrs – 18.00hrs	<b>Standard parking Tariff</b> 1 hour £1.00 2 hours £1.70 2-4 hours £2.20 4-5 hours £3.20 5 hours and above £3.70 On day of issue
	<b>Riverside Arena, Newark Covered Colonnade Parking Area ONLY</b>	<b>Wholly within the larger Premium Parking bays under the roof top colonnade area</b>			08.00hrs – 18.00hrs	<b>Premium Parking Tariff under the Riverside Arena Colonnade</b> 0-2 hours £3.00 2-4 hours £4.00 4-5 hours £5.00 5 hours and above £6.00 On day of issue
					On date of event	Events parking £5.00 (16.00hrs – 10.00am next day)

					<p>Disabled parking bays—after parking in bay for 3.5 hours there is no return to these bays in the car park within an 8-hour period</p> <p>Disabled Parking when not parked in a dedicated Disabled Persons Parking Bay</p> <p>Motorcycle parking bays - after parking in bay for 8 hours there is no return to these bays in the car park within a 12-hour period</p>	<p>Free of charge for a maximum of 3.5 hours when displaying a valid disabled person's badge and time clock in the appropriate manner</p> <p>Standard Parking terms and conditions apply. An extra 30 minutes time to be added to the expiry of parking ticket purchased.</p> <p>Free of charge for a maximum of 8 continuous hours</p>
CE008	Air and Space Institute Car Park ( Previously NSDC Castle House 1 Car Park )	Wholly within a parking bay	<p>(i)Motor cars as defined in Section 136 (2) (a) of the Act</p> <p>(ii)Motorcycles</p> <p>(iii)Motor vehicles not exceeding 3500 kgs gross weight</p>	Monday to Sunday inclusive	<p>08.00hrs – 18.00hrs</p> <p>On date of event</p>	<p>30 minutes £0.50</p> <p>1 hour £1.00</p> <p>2 hours £1.70</p> <p>2-4 hours £2.20</p> <p>4-5 hours £3.20</p> <p>5 hours and above £3.70</p> <p>On day of issue</p> <p>Events parking £5.00</p> <p>(16.00hrs – 10.00hrs next day)</p>

					<p>Disabled parking bays—after parking in bay for 3.5 hours there is no return to these bays in the car park within an 8-hour period</p> <p>Any period of 24 hours</p> <p>Any period of 24 hours</p> <p>Electric Vehicle Charge Points 08.00hrs – 18.00hrs, Monday to Sunday inclusive,</p> <p>18.00hrs – 07.59hrs</p>	<p>Standard parking charges above apply at all times</p> <p>‘ASI’ Staff and Visitors with valid Permits ONLY permitted to park in ASI designated reserved spaces Only. PUBLIC PARKING</p> <p>30 minutes £0.50 1 hour £1.00 2 hours £1.50 2-4 hours £2.00 4-5 hours £3.00 5 hours and above £3.50 On day of issue</p> <p>Parking Free of Charge when parking in a dedicated ‘ASI staff and visitor parking’ space</p> <p>Parking Free of Charge when parking in a</p>
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						public parking space
CE009	NSDC Car Park 2 (In front of the new Council Offices)	Wholly within a parking bay  15 Minute Free Parking Bay	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii)Motor vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	08.00hrs – 18.00hrs  On date of event  Any period of 24 hours – 15 minutes parking bay  Disabled parking bays–after parking in bay for 3.5 hours there is no return to these bays in the car park within an 8 - hour period  Disabled Parking when not parked in a dedicated	30 minutes £0.50 1 hour £1.00 2 hours £1.70 2-4 hours £2.20 4-5 hours £3.20 5 hours and above £3.70 On day of issue  Events parking £5.00 (16.00hrs – 10.00hrs next day)  Free of charge for 15 minutes maximum parking duration only  Free of charge for a maximum of 3.5 hours when displaying a valid disabled person's badge and time clock in the appropriate manner  Standard Parking terms and conditions apply. An extra

					<p>Disabled Persons Parking Bay</p> <p>Motorcycle parking bays - after parking in bay for 8 hours there is no return to these bays in the car park within a 12-hour period</p>	<p>30 minutes time to be added to the expiry of parking ticket purchased.</p> <p>Free of charge for a maximum of 8 hours</p>
CE011	<p>Palace Theatre, Newark (Contract Car Park)</p> <p>Palace Theatre (Cobbled area at side of theatre in the marked bays on the right-hand side and the front of the Theatre)</p>	<p>Wholly within a numbered bay</p> <p>In an orderly manner</p>	<p>(i) Motor cars as defined in Section 136 (2) (a) of the Act</p> <p>(ii) Motorcycles</p> <p>(iii) Motor Vehicles not exceeding 3500 kgs gross weight</p>	Monday to Sunday inclusive	Any period of twenty-four hours	<p>£740 per annum by contract</p> <p>Palace Theatre staff and other vehicles with a Palace Theatre permit to park in marked bays only</p>

CE012	Barnby Gate Contract Car Park, Newark	Wholly within a numbered bay	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii) Motor Vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	Any period of twenty-four hours	£235.00 /quarter or £910 per annum by contract
CE013	Navigation Yard Residents / Contract Car Park, Newark	Wholly within a Parking Bay  Wholly within a numbered bay	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii) Motor Vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	Any period of twenty-four hours	Residents permit holders only  (Not valid in designated Contract Parking Bays)  Contract Parking permit holders ONLY when parked in dedicated Contract Parking bays. Contract Parking £240.00 /quarter or £870 per annum by contract – 3 separate numbered bays
CE014	Pelham Street Car Park, Newark	Wholly within a numbered bay	(i)Motor cars as defined in Section 136 (2) (a) of the Act	Monday to Sunday inclusive	Any period of twenty-four hours	Contract parking permit holders only - £610 per annum £305.00 half yearly

			(ii) Motorcycles (iii) Motor Vehicles not exceeding 3500 kgs gross weight			
CE015	Newark Lorry Park, Newark	<p>The vehicles referred to in column 3 may use sufficient bays/space to park the vehicle without causing an obstruction.</p> <p>In an orderly manner within the allocated Ranch Café parking area adjacent the Ranch Café Building</p> <p>In an orderly manner</p> <p>In an orderly manner</p>	<p>Motor lorries or goods vehicles exceeding 3500kgs gross weight and motor coaches</p> <p>Passenger vehicles under 3500kgs</p> <p>Newark Market Traders carrying and displaying an appropriate permit.</p>	<p>Monday to Sunday inclusive</p> <p>Monday to Friday inclusive</p> <p>Monday, Wednesday, Thursday, Friday, Saturday and Sunday when special additional markets are</p>	<p>On date of event</p> <p>Any period of twenty-four hours</p> <p>Over 2 hours Parking</p> <p>Any period of twenty-four hours</p> <p>Any period of twenty-four hours</p>	<p>Events parking £5.00 (16.00-10.00am next day)</p> <p>First 2 hours free with no return within a 24-hour period</p> <p>Up to 24 hrs £23.00 £28.00 with a £5.00 meal voucher included.</p> <p>Vehicles attending the Ranch Café may park free of charge for a maximum stay of 2 hours when displaying a Ranch Café issued Parking Permit</p> <p>Market Traders may park free of charge when displaying a permit on day of market attended. Max stay 12 hours</p>

			Coaches / Buses only	held.  Monday to Sunday inclusive	Any period of twenty-four hours	0 – 2 Hours free of charge 2 – 6 Hours £8.00 including a £5.00 Meal Voucher
CE016	Queens Court Residents Car Park, Newark	In an orderly manner	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii)Motor vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	Any period of twenty-four hours	Resident Permit holders only
CE017	Chatham Court Residents Car Park, Newark	In an orderly manner	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii)Motor vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	Any period of twenty-four hours	Resident Permit holders only
CE018	Victoria Gardens, Newark, Residents Car Park	In an orderly manner	(i)Motor cars as defined in Section 136 (2) (a) of the	Monday to Sunday inclusive	Any period of twenty-four hours	Resident Permit holders only

			Act (ii)Motorcycles (iii)Motor vehicles not exceeding 3500 kgs gross weight			
CE019	Howes Court, Newark, Residents Car Park	Wholly within a Parking Bay	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii)Motor vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	Any period of twenty-four hours	Resident Permit holders only
CE020	Riverside View (land to Rear of 14/16 Castle Gate) Newark	In an orderly manner	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii)Motor vehicles not exceeding 3500 kgs gross weight	Monday to Sunday inclusive	Any period of twenty-four hours	Resident and Contract Parking permit holders Only
CE021	Alliance Street, Newark, Residents and Contract Car Park	Wholly within a numbered bay	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii)Motor vehicles not exceeding	Monday to Sunday inclusive	Any period of twenty-four hours	Resident and Contract Parking Permit holders only Residents bay 1 and 2 Free of charge. Contract Parking spaces 3-6 £1,200.00 Annually

			3500 kgs gross weight			
CE022	Newark Market Square including the cobbled area in front of shops from Done Bookmakers to G. H. Porter	Where instructed and only on Market days and special events	Market Traders vehicles and vehicles with permission from the Town Council Clerk	As above	Controlled pedestrianised zone times apply.  Authorised Market Traders: Before 10.00hrs and after 14.30hrs and for special events as authorised by the Town Council Clerk	Market Traders vehicles and vehicles with permission from the Town Council Clerk or Newark Market Manager
CE023	Devon Park Car Park - Newark	Wholly within a Parking Bay unless working from an authorised vehicle that has a valid N.S.D.C. permit valid for Devon Park.	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Free Parking for vehicles authorised by Newark and Sherwood District Council including concessions.  Event parking  General public parking as allocated with a voluntary parking fee payable on site
CE024	Sconce Hills Car Park,	Wholly within a	(i) Motor Cars as	Monday to Sunday	Any period of 24 hours	Free Parking for vehicles

	Newark	Parking Bay Wholly within a Parking Bay unless working from an authorised vehicle that has a valid N.S.D.C. permit valid for Sconce Hills Car Park	Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	inclusive		authorised by Newark and Sherwood District Council  Event parking  General public parking as allocated with a voluntary parking fee payable on site
CE025	Lincoln Road Sports Ground Car Park, Newark	Wholly within a Parking Bay Wholly within a Parking Bay unless working from an authorised vehicle that has a valid N.S.D.C. permit valid for Sconce Hills Car Park	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Free Parking for vehicles authorised by Newark and Sherwood District Council  Event parking  General public parking as allocated
CE026	Winston Court Residents Car Park, Newark	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Resident permit Holders Only
CE027	Parliament	In an	(i) Motor Cars	Monday to	Any period of	Resident permit

	Walk Residents Car Park, Newark	orderly manner	as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Sunday inclusive	24 hours	Holders Only
CE028	Tithe Barn Court Residents Car Park, Newark	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Resident permit Holders Only
CE029	Wilford Close, Newark	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Resident permit Holders Only
CE030	Top Row, Side Row and Bottom Row Residents Parking,	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of	Monday to Sunday inclusive	Any period of 24 hours	Resident permit Holders Only

	Newark		the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight			
CE031	Sherwood Avenue, Newark	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Bowling Green and Tennis court users only
CE032	Newark Beacon Business Centre, Cafferata Way, Newark	Wholly within a bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Permit Parking for ONLY permitted. NSDC staff, tenants, and visitors to Newark Beacon Centre only when displaying a valid Newark Beacon Business Centre Parking Permit in the correct manner.
CE033	YMCA	Wholly within a bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii)	Monday to Sunday inclusive	Any period of 24 hours  Disabled parking bays– after parking in bay for 3.5	Free Parking  Free of charge for a maximum of 3.5 hours

			Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight		hours there is no return to these bays in the car park within an 8-hour period	
CE034	Newark Fitness Centre	Wholly within a bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours  Disabled parking bays– after parking in bay for 3.5 hours there is no return to these bays in the car park within an 8-hour period	Free Parking  Free of charge for a maximum of 3.5 hours when displaying a valid disabled person's badge and time clock in the appropriate manner
CE035	Coddington Community Centre, Coddington	Wholly within a bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive  Monday – Friday School Term Time	Any period of 24 hours  8.00am to 5.00pm  Disabled parking bays– after parking in bay for 3.5 hours	Community Centre Customers 'Parking by permission of the Community Centre Trustees as displayed on the notice board' and 'Staff of Coddington School displaying a permit approved by the Community Centre Trustees  Free of charge for a maximum of 3.5 hours when displaying a valid disabled

					there is no return to these bays in the car park within an 8-hour period	person's badge and time clock in the appropriate manner
CE036	Kings Court Residents Car Park - Southwell	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Resident permit holders only
CE037	Coghill Court Residents Car Park – Southwell	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Resident permit holders only
CE038	Norwood Gardens, Southwell	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross	Monday to Sunday inclusive	Any period of 24 hours	Residents Permit Holders only

			weight			
CE039	Southwell Market Place – King Street (See attached map)	Where instructed and only on Market days and special events	Market Traders vehicles and vehicles with permission from the Town Clerk	Monday to Sunday inclusive	Any period of 24 hours	Market Traders vehicles and vehicles with permission from the Southwell Town Clerk
CE040	Church Street Car Park - Southwell	Wholly within a parking bay and motorcycles must park in the dedicated motorcycle bay.	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	<p>08.00 hrs – 17.59 hrs, Monday to Saturday inclusive, free on Sundays</p> <p>18.00hrs – 23.59hrs</p> <p>Disabled parking bays– after parking in bay for 3.5 hours there is no return to these bays in the car park within an 8-hour period</p> <p>Motorcycle parking bays - after parking in bay for 8 hours there is no return to</p>	<p>Up to 1 hr Free with no return within a 2-hour period (free parking ticket issued by parking machine must be displayed) 1-2 hours £1.00 2-3 hours £2.00 3-4 hours £3.00 4-5 hours £4.00 5-6 hours £5.00 Over 6 Hours £6.00 On the day of issue</p> <p>Evening Charge £2.00</p> <p>Free of charge for a maximum of 3.5 hours</p> <p>Free of charge for a maximum of 8 continuous hours</p>

					these bays in the car park within a 12-hour period	
					Any period of 24 hours	Interchangeable season tickets (Kings Street and Church Street Car Parks) £150.00
CE041	King Street Car Park - Southwell	Wholly within a parking bay and motorcycles must park in the dedicated motorcycle bay.	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	08.00 hrs – 18.00 hrs, Monday to Saturday inclusive, free on Sundays	Up to 1 hr Free with no return within a 2-hour period (free parking ticket issued by parking machine must be displayed)  1-2 hours £1.00 2-3 hours £2.00 3-4 hours £3.00 4-5 hours £4.00 5-6 hours £5.00 Over 6 Hours £6.00 On the day of issue
					Any period of 24 hours	Residents Parking Permits £100.00 per year £25 per quarter
					Disabled parking bays—after parking in bay for 3.5 hours there is no return to these bays in the car park	Free of charge for a maximum of 3.5 hours when displaying a valid disabled person's badge and time clock in the

					<p>within an 8-hour period</p> <p>Motorcycle parking bays - after parking in bay for 8 hours there is no return to these bays in the car park within a 12-hour period</p> <p>Any period of 24 hours</p>	<p>appropriate manner</p> <p>Free of charge for a maximum of 8 continuous hours</p> <p>Interchangeable season tickets (Kings Street and Church Street Car Parks) £150.00</p>
CE042	Bramley Centre & Library Car Park, Southwell	Wholly within marked bay and motorcycles must park in the dedicated motorcycle bay.	<p>(i) Motor Cars as Defined in Section (136)2(a) of the Act</p> <p>(ii) Motorcycles</p> <p>(iii) Motor Vehicles not exceeding 3500kgs Gross weight</p>	Monday-Sunday inclusive	<p>08.00hrs – 18.00hrs, Monday to Saturday inclusive, free on Sundays</p> <p>Disabled parking bays– after parking in bay for</p>	<p>Up to 1 hr Free with no return within a 2-hour period (free parking ticket issued by parking machine must be displayed)</p> <p>1-2 hours £1.00 2-3 hours £2.00 3-4 hours £3.00 4-5 hours £4.00 5-6 hours £5.00 Over 6 Hours £6.00 On the day of issue Season ticket £370 per year only</p> <p>Free of charge for a maximum of 3.5 hours when displaying</p>

					<p>3.5 hours there is no return to these bays in the car park within a 8-hour period</p> <p>Motorcycle parking bays - after parking in bay for 8 hours there is no return to these bays in the car park within a 12-hour period</p> <p>Electric Vehicle Charge Points 08.00hrs – 18.00hrs, Monday to Saturday inclusive,</p>	<p>a valid disabled person's badge and time clock in the appropriate manner</p> <p>Free of charge for a maximum of 8 continuous hours</p> <p>Up to 1 hour Free with no return within a 2-hour period When obtaining and displaying free ticket 1-2 hours £1.00 2-3 hours £1.60 3-4 hours £2.60 4-5 hours £3.60 5-6 hours £4.70 Over 6 Hours £6.00 On the day of issue</p>
CE043	Rookwood Close, Blidworth	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Residents Permit Holders only

CE044	Holles Close, Boughton	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Residents Permit Holders only
CE045	Rufford Avenue (1), New Ollerton	Wholly within marked bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Free parking
CE046	Rufford Avenue (2), New Ollerton	Wholly within marked bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Free parking
CE047	Forest Road Car Park - Ollerton	Wholly within a parking bay	(i) Motor Cars as Defined in Section	Monday to Sunday inclusive	Any period of 24 hours	Free parking

			(136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight			
CE048	Vicar Water Country Park, Clipstone	Wholly within a parking bay	(i)Motor cars as defined in Section 136 (2) (a) of the Act (ii)Motorcycles (iii)Motor vehicles not exceeding 3500 kgs gross Weight	Monday to Sunday inclusive	Any period of 24 hours	Free Parking
CE049	Mansfield Road Car Park - Edwinstowe	Wholly within a parking bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	2 hours free parking. No return within 2 hours  Permit holders excepted
CE050	West Lane Car Park - Edwinstowe	Wholly within a parking bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not	Monday to Sunday inclusive	Any period of 24 hours	2 hours free parking. No return within 2 hours  Permit holders excepted

			exceeding 3500kgs Gross weight			
CE051	East Lane Car Park - Edwinstowe	Wholly within a parking bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	2 hours free parking. No return within 2 hours  Permit holders excepted
CE052	Maythorne Grove, Residents Car Park, Edwinstowe	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	Residents Permit Holders only

CE053	Sherwood Forest Art & Craft Centre, Forest Corner, Edwinstowe	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours  Disabled parking bays—after parking in bay for 3.5 hours there is no return to these bays in the car park within a 12-hour period	Free Parking 2 hour's free parking. No return within 2 hours Permit holders excepted  Free of charge for a maximum of 3.5 hours when displaying a valid disabled person's badge and time clock in the appropriate manner
CE054	Newark Hospital, Bowbridge Road NHS Staff Car Park	Wholly within a parking bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Monday to Sunday inclusive  Disabled parking bays	Newark Hospital NHS Staff Parking ONLY. ANPR barriers system permitting registered whitelisted NHS Staff vehicles ONLY.  Free Of Charge when displaying a valid disabled person's badge and time clock in the appropriate manner and registered as a staff member on the NHS permitted access vehicle list

					EV Charge Points Parking Bays	Free Of Charge when vehicle is permitted on site through NHS Whitelist
CE055	Potwell Close, Residents Car Park, Southwell	Wholly within a parking bay	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Sunday inclusive	Any period of 24 hours	EV Charging costs are payable through the Monta EV Charge payment portal  Residents Permit Holders only
CE056	Francklin Road Car Park, Lowdham	In an orderly manner	(i) Motor Cars as Defined in Section (136)2(a) of the Act (ii) Motorcycles (iii) Motor Vehicles not exceeding 3500kgs Gross weight	Monday to Friday inclusive  Saturday and Sunday inclusive	07:00 – 18:30  Any period of 24 hours	3 hours free parking. No return within 1 hour  No time Restriction

Date 7<sup>th</sup> April 2025

EXECUTED as a Deed by affixing the COMMON SEAL  
of Newark and Sherwood District Council  
in the presence of

Authorised Officer