

**OXFORDSHIRE COUNTY COUNCIL**  
**(OXFORD) (LYE VALLEY AREA)**  
**(RESTRICTED PARKING ZONE AND WAITING RESTRICTIONS)**  
**ORDER 2016**



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**OXFORDSHIRE COUNTY COUNCIL  
(OXFORD) (LYE VALLEY AREA)  
(RESTRICTED PARKING ZONE AND  
WAITING RESTRICTIONS) ORDER 2016**

The Oxfordshire County Council ("the Council") in exercise of its powers under Sections 1(1), 2(1), 2(2), 4, 32(1), 35(1), 37, 45, 46, 49(4) and 53 and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984 ("the Act") and of all other enabling powers, and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the Act, make the following Order.

**PART I  
GENERAL**

**Citation and Commencement**

1. This Order may be cited as the Oxfordshire County Council (Oxford) (Lye Valley Area) (Restricted Parking Zone and Waiting Restrictions) Order 2016 and shall come into force on the 19<sup>th</sup> day of December 2016.

**General Scheme of Traffic Management**

2. This Order is made by virtue of Section 37 of the Act for a general scheme of traffic control in respect of the area stated in Schedule 1 to this Order.

**Definitions**

3. In this Order, except where the context otherwise requires, the following expressions have the following meanings:

"Access Way" means a length of footway, cycle track or verge which has been lowered to meet the level of the carriageway for the purpose of assisting vehicles entering or leaving the carriageway across the footway, cycle track or verge;

"Business" means any trade or profession conducted from premises whose address is listed in Part A of Schedule 3 and which is wholly or principally used or adapted for use for those purposes, such premises being listed in either a local or central non-domestic rating list;

"Business Operation" means the operation of a business for business purposes and for the avoidance of doubt does not include commuting;

"Business Permit" means a permit issued by the Council to a Business under the provisions of Part VII of this Order to park, subject to the provisions of this Order, a Permitted Vehicle in respect of which the permit has been issued in the Parking Places

"Business Permit Holder" means a Business to which a Business Permit has been issued under the provisions of Part VII of this Order;

“Car Club Parking Places” means the parking places designated by the Car Club Parking Places Order and reserved for the use of members of a car club using car club vehicles which display appropriate permits;

“Car Club Parking Places Order” means the Oxfordshire County Council (Car Club Parking Places Order – Oxford) Order 2010 as amended from time to time;

“Carers Permit Order” means the Oxfordshire County Council (Carers Permit) Order 2010 as amended from time to time;

“Civil Enforcement Officer” means a person authorised under Section 76 of the Traffic Management Act 2004 to undertake enforcement of parking contraventions (as defined in that Act);

“Controlled Length” means a length of road where waiting is not permitted (as indicated by a Traffic Sign/Marking where requisite) further to any act, order, regulation, bylaw or notice (other than a traffic regulation order) at such times and for so long only as the length of road is subject to such waiting prohibition or restriction;

"Disabled Persons Badge" has the meaning given to it in the Local Authorities Traffic Orders (Exemption for Disabled Persons) (England) Regulations 2000;

"Disabled Persons Parking Places" means the disabled persons parking places (as defined in the Disabled Persons Parking Places Order) which are set out from time to time in the Schedules to the Disabled Persons Parking Places Order;

"Disabled Persons Parking Places Order" means the Oxfordshire County Council (Disabled Persons Parking Places – Oxford) Order 2010 as amended (or replaced) from time to time;

"Disabled Persons Vehicle" means a vehicle lawfully displaying

- (a) in the Relevant Position a Disabled Persons Badge or
- (b) a Recognised Badge;

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

"Goods" includes cash or other valuable securities and 'delivering' and 'collecting' in relation to any Goods includes checking the Goods for the purpose of their delivery or collection and taking orders and collecting payment for any Goods (in association with their delivery or collection);

“Home” means a Property which is either a home for older people (including a nursing home for older people) or a communal hostel or home for nurses;

“Hotel Visitors Permit” means a permit issued by the Council to a hotel or guesthouse under the provisions of Part VIII of this Order to park a

Permitted Vehicle, subject to the provisions of this Order, in the Parking Places;

"Hotel Visitors Permit Holder" means a hotel or guesthouse to which a Hotel Visitors Permit has been issued under Part VIII of this Order;

"including" means including without limitation or prejudice to the generality of any preceding description, defining term, phrase or word(s) and "include" will be construed accordingly;

"Index linked" means adjusted as provided in Schedule 7 to this Order;

"Motor Cycle" means a mechanically propelled vehicle with fewer than four wheels of which the weight unladen does not exceed 410 kilogrammes;

"Parking Disc" has the meaning given in the Local Authorities Traffic Orders (Exemption for Disabled Persons) (England) Regulations 2000;

"Parking Place" means a length of road authorised to be used as a parking place by Part IV of this Order;

"Penalty Charge" means a penalty charge imposed further to Part 6 of the Traffic Management Act 2004 and set by Oxfordshire County Council further to paragraph 3 of Schedule 9 to that Act;

"Penalty Charge Notice" means a notice issued by a Civil Enforcement Officer pursuant to regulations made further to Part 6 of the Traffic Management Act 2004;

"Permitted Vehicle" means

- (a) any vehicle whose maximum gross weight (as defined in Schedule 1 of the Traffic Sign Regulations and General Directions 2016) does not exceed 2.25 tonnes, whose height (excluding any attachments) according to the manufacturers specification does not exceed 2 metres, whose length according to the manufacturers specification does not exceed 5 metres and whose width according to the manufacturers specification does not exceed 2 metres and which is:
  - (i) a passenger vehicle, being a vehicle constructed or adapted for the carriage of not more than twelve passengers exclusive of the driver and their effects and not drawing a Trailer; or
  - (ii) a dual purpose vehicle, as defined in Regulation 3 of the Road Vehicles (Construction and Use) Regulations 1986; or
  - (iii) a light goods vehicle, being any motor vehicle or Trailer which is constructed or adapted for the carriage of goods of any description;
- (b) any vehicle which exceeds the size specifications in item (a) above whose owner has been given an exemption for such and is a resident at an address specified in Schedule 3 Part B.
- (c) a Motor Cycle



"Postal Packets" means a letter, parcel, packet or other article transmissible by post;

"Prescribed Hours" means:

(a) from 9.00 am to 5.00 pm Monday to Friday

"Property" means a property the postal address of which is within the list of authorised addresses in Part A of Schedule 3 to this Order and for the avoidance of doubt:

- (a) each flat comprised in a block of flats constitutes a single Property;
- (b) any house or flat divided into or let out as bed sitting rooms constitutes a single Property; and
- (c) each school, college, hotel, hostel or guest house constitutes a single Property only;

"Public Service Vehicle" means, subject to the provisions in Section 1 of the Public Passenger Vehicle Act 1981, a vehicle (other than a tramcar) which is:

- (a) being a vehicle adapted to carrying more than 8 passengers, is used for carrying passengers for hire or reward; or
- (b) being a vehicle not so adapted is used for carrying passengers for hire or reward at separate fares in the course of a business of carrying passengers;

"Recognised Badge" has the meaning given in Section 21A of the Chronically Sick and Disabled Persons Act 1970;

"Registered Owner/Keeper" means:

- (a) the person whose name appears in the vehicle registration document of the vehicle and in whose name the vehicle is registered at the Driver and Vehicle Licensing Agency; or
- (b) a person who has established to the satisfaction of the Council that he has the permanent use of a specified vehicle and that the person whose name appears in the vehicle registration document of the vehicle and in whose name the vehicle is registered at the Driver and Vehicle Licensing Agency is his employer; or
- (c) a person who has established to the satisfaction of the Council that he has an arrangement with a vehicle leasing business for the lease for a minimum period of 12 months of a specified vehicle and that the person whose name appears in the vehicle registration document of the vehicle and in whose name the vehicle is registered at the Driver and Vehicle Licensing Agency is that vehicle leasing business; or
- (d) a person who has established to the satisfaction of the Council that he has the permanent use of a specified vehicle, that his employer for whom he works full-time has an arrangement with a vehicle leasing business for the lease of that vehicle and that the person whose name appears in the vehicle registration document of the vehicle and in whose name the vehicle is registered at the Driver and Vehicle

Licensing Agency is that vehicle leasing business, provided always that where such circumstances apply if the person works part-time only then at the absolute discretion of the Council such person may be treated as a Registered Owner/Keeper for the purposes of this Order

"Relevant Position" means:

- (a) in respect of a Disabled Persons Badge, displayed in the manner prescribed by Regulation 12 of the Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000;
- (b) in respect of a Parking Disc displayed in the manner described in Regulation 4 (2) of the Local Authorities Traffic Orders (Exemption for Disabled Persons) (England) Regulations 2000;
- (c) in respect of a Residents Permit, Temporary Permit, Business Permit, or Visitors Permit displayed on a vehicle so that the permit is readily visible and legible from the front or nearside of the vehicle

"Renewal Date" means for each Resident of the age of 17 years or more the date on which that Resident is first issued with an allocation (25 days' worth) of Visitors Permits free of charge and each anniversary of that date (so that for the avoidance of doubt each Resident of the age of 17 years or more will thereby have a personal Renewal Date);

"Resident" means a person who has as his usual place of abode a Property and who has established this to the satisfaction of the Council;

"Resident (Short-term)" means a person who is temporarily resident for work purposes for a minimum of a month at a Property, and who has established this to the satisfaction of the Council and for the avoidance of doubt a Resident (Short-term) does not include a person who is resident for study purposes. A Resident (Short-term) is a Resident for the purposes of Part V and Part VI of this Order;

"Residents Permit" means a permit issued by the Council to a Resident under the provisions of Part V of this Order to park, subject to the provisions of this Order, the Permitted Vehicle in respect of which the permit has been issued, in the Parking Places;

"Residents Permit Holder" means a Resident to whom a Residents Permit or as applicable a Temporary Permit has been issued under the provisions of Part V of this Order;

"Restricted Hours" means:

- (1) in relation to any length of road specified in Schedule 2, 24 hours of every day;
- (2) in relation to any length of road specified in Schedule 5, the hours between 8.00am and 6.30pm Monday to Saturday;

"Restricted Road" means any road or length of road specified in Schedules 2 and 5 to this Order but excluding any:

- (a) Controlled Length;
- (b) Disabled Persons Parking Place;
- (c) Car Club Parking Place.

"road" means a road or any part of a road;

"Street Trading Consent" means a street trading licence issued pursuant to Schedule 4 to the Local Government (Miscellaneous Provisions) Act 1982;

"Temporary Permit" means a permit issued by the Council to a Resident under the provisions of Article 25 of this Order to park, subject to the provisions of this Order, the Permitted Vehicle in respect of which the permit has been issued, in the Parking Places;

"Traffic Sign/Marking" means any object, device, line or mark for conveying to traffic on roads or any specified class of traffic warnings, information, requirements, restrictions or prohibitions as specified in Section 64 of the Act;

"Trailer" means a vehicle drawn by a mechanically propelled vehicle intended or adapted for use on roads;

"Universal Service Provider" has the meaning given in Sections 4(3) and (4) of the Postal Services Act 2000;

"vehicle" means a motor vehicle being a mechanically propelled vehicle intended or adapted for use on roads;

"Visitors Permit" means a permit issued by the Council to a Resident under the provisions of Part VI of this Order to enable the Resident, a person residing at the same Property as the Resident, a person visiting the Resident or a person visiting another person residing at the same Property as the Resident to park a Permitted Vehicle, subject to the provisions of this Order, in the Parking Places;

"Visitors Permit Holder" means a Resident to whom a Visitors Permit has been issued under the provisions of this Order.

## **Interpretation**

4. (1) Any reference in this Order to the Council includes any person (including any body corporate) authorised to act on behalf of the Council.
- (2) Any reference in this Order to any enactment (meaning any act and any subordinate legislation as defined in the Interpretation Act 1978) shall be construed as a reference to that enactment as amended or replaced by any subsequent enactment.

- (3) Words importing the masculine gender shall also include the feminine gender and words in the singular include the plural and vice versa.
- (4) The restrictions imposed by this Order shall be in addition to and not in derogation from any restriction or requirement imposed by any other enactment.
- (5) Any reference in this Order to a numbered Article or Schedule shall, unless the context otherwise requires, be construed as a reference to a numbered Article or Schedule bearing that number in this Order.
- (6) Headings are inserted for convenience and shall not affect the construction or interpretation of this Order.

## **PART II** **NO WAITING**

### **Restrictions on Waiting**

- 5. Save as provided in Articles 6 and 7 of this Order, no person is to cause or permit any vehicle to wait in any Restricted Road during the Restricted Hours except upon the direction or with the permission of the Council, a Civil Enforcement Officer or a police constable in uniform.

### **Exemptions from Waiting Restrictions**

- 6. Nothing in Article 5 of this Order will apply to any vehicle waiting in any Restricted Road, for so long only as may be necessary in any of the following circumstances:
  - (1) the vehicle is waiting for the purpose of loading or unloading Goods at or for the collection of waste from premises situated at or adjoining that road;
  - (2) the vehicle is waiting to enable a person to board or alight from the vehicle;
  - (3) the vehicle is a police vehicle and being used for police purposes;
  - (4) the vehicle is an ambulance being used for ambulance purposes;
  - (5) the vehicle is in the service of the fire brigade and being used for fire brigade purposes;
  - (6) the vehicle is in the service of or employed by a Universal Service Provider while being used for the purpose of loading, unloading, delivering or collecting Postal Packets at premises or post boxes in or adjoining that road;
  - (7) the vehicle is waiting while any gate or other barrier at the entrance to premises to which the vehicle requires access or from which it has emerged is being opened or closed, if it is not reasonably practicable for the vehicle to wait otherwise than in a Restricted Road while such gate or other barrier is being opened or closed;

- (8) the vehicle is waiting because the person in control of the vehicle is required by law to stop, or is obliged to do so in order to avoid an accident or is prevented from proceeding by circumstances outside his control;
- (9) the vehicle is being used in connection with any of the following and cannot conveniently be so used without waiting in a Restricted Road:
  - (a) removing any obstruction to traffic in or adjoining that road;
  - (b) undertaking works (including inspection) in relation to that road or to a traffic sign, street lighting or street furniture in or adjoining that road;
  - (c) undertaking works (including inspection) in relation to a sewer or water main or in relation to the supply of gas, electricity, water or communication services in or adjoining that road;
  - (d) a funeral associated with premises in or adjoining that road and is a hearse or other official vehicle of an undertaker,

Provided that the person in control of the vehicle must move it on the instruction of a police constable in uniform, wherever that police constable considers this necessary for the purpose of preventing obstruction.

- 7. Nothing in Article 5 of this Order will apply to any vehicle waiting in any Restricted Road if the vehicle is a Disabled Persons Vehicle which displays lawfully in the Relevant Position a Disabled Persons Badge and is waiting for a period not exceeding 3 hours subject to the conditions that:
  - (1) the period of exempted waiting does not begin less than 1 hour after a previous period of exempted waiting by the same vehicle in the same road on the same day; and
  - (2) a Parking Disc is displayed in the Relevant Position on the vehicle marked to show the quarter hour period during which the period of exempted waiting began,

provided that the person in control of the vehicle must move it on the instruction of a police constable in uniform, whenever that police constable considers this necessary for the purposes of preventing obstruction.

### **PART III**

### **GENERAL PROVISIONS AS TO USE AND**

### **MANAGEMENT OF PARKING PLACES**

#### **Restrictions on Use**

- 8. The Driver of a vehicle using a Parking Place must stop the engine as soon as the vehicle is in position in the Parking Place, and must not start the engine except when about to change the position of the vehicle in or to depart from the Parking Place.

9. No person is to use any vehicle while it is in a Parking Place:
- (1) in connection with the sale of any article to any person in or near it or in connection with the selling or offering for hire of his skills or services (save for the avoidance of doubt this prohibition does not apply to any vehicle waiting in a Parking Place where it is being used for collecting or delivering Goods or where the vehicle is being used for street trading further to and in accordance with a Street Trading Consent;
  - (2) for eating, cooking, sleeping or camping purposes.

### **Exemptions – General Permitted Use**

10. Nothing in Article 17 (time restriction on waiting in a Parking Place) or Article 19 (permit parking in a Parking Place) will apply to a vehicle waiting in a Parking Place for so long only as may be necessary if:
- (1) the vehicle is waiting for the purpose of loading or unloading Goods or for the collection of waste from premises situated at or adjoining the road in which the Parking Place is located;
  - (2) the vehicle is waiting to enable a person to board or alight from the vehicle and for the avoidance of doubt this includes a Public Service Vehicle setting down or picking up a passenger;
  - (3) the vehicle is a police vehicle being used for police purposes;
  - (4) the vehicle is an ambulance being used for ambulance purposes;
  - (5) the vehicle is in the service of the fire brigade and being used for fire brigade purposes;
  - (6) the vehicle is in the service of or employed by a Universal Service Provider while being used for the purpose of loading, unloading, delivering or collecting Postal Packets at premises or posting boxes at or adjoining the road in which the Parking Place is located;
  - (7) the vehicle is being used for the removal of furniture or effects to or from any shop, office or other premises adjoining the Parking Place and the furniture and effects cannot reasonably be removed outside the Prescribed Hours (provided permission of the Council, a Civil Enforcement Officer or police officer in uniform has been obtained);
  - (8) the vehicle is waiting while any gate or other barrier at the entrance to premises to which the vehicle requires access or from which it has emerged is being opened or closed, if it is not reasonably practicable for the vehicle to wait otherwise than in a Parking Place while such gate or other barrier is being opened or closed;
  - (9) the vehicle is waiting because the person in control of the vehicle is required by law to stop, or is obliged to do so in order to avoid an accident or is prevented from proceeding by circumstances outside his control;

(10) the vehicle is being used in connection with any of the following purposes and cannot conveniently be so used without waiting in a Parking Place:

- (a) removing any obstruction to traffic in or adjoining the road in which the Parking Place is located;
- (b) undertaking works (including inspection) in relation to that road or to a traffic sign, street lighting or street furniture at or adjoining that road;
- (c) undertaking works (including inspection) in relation to a sewer or water main or in relation to the supply of gas, electricity, water or communication services in or adjoining that road;
- (d) a funeral associated with premises at or adjoining that Parking Place and is a hearse or other official vehicle of an undertaker,

provided that the person in control of the vehicle must move it on the instruction of a police constable in uniform, whenever that police constable considers this necessary for the purpose of preventing obstruction.

### **Disabled Persons Vehicles – Permitted Use**

11. Nothing in Article 17 (time restriction on waiting in a Timed Parking Place) or Article 24 (permit parking only in a Permit Parking Place) will apply to a vehicle if it is a Disabled Persons Vehicle which lawfully displays in the Relevant Position a Disabled Person's Badge.

### **Contractors Permits**

12. Where the Council, in the exercise of its discretion further to Article 24 agrees to authorise the use of any Permit Parking Place by a contractor undertaking any demolition, excavation or building or maintenance operations or repair works at premises in the area stated in Schedule 1 to this Order the charge for such authorisation will be £20 Index Linked for any period not exceeding a week.

### **Removal and Moving of Vehicles**

13. (1) Where the Council, a Civil Enforcement Officer or a police constable in uniform is of the opinion that any of the provisions contained in Parts III - IX of this Order have been contravened or not complied with in respect of a vehicle left in a Parking Place he may:
- (a) alter or cause to be altered the position of the vehicle to comply with the provisions; or
  - (b) remove or cause to be removed the vehicle from the Parking Place and, where it is so removed, he will make such arrangements as may be reasonably necessary for the safe custody of the vehicle.

- (2) The Council, a police constable in uniform or a Civil Enforcement Officer may, in case of emergency, move or cause to be moved to any place he thinks fit, any vehicle left in a Parking Place.
- (3) Any person authorised to remove a vehicle or alter its position by virtue of Article 13(1) or 13(2) may do so by towing or driving the vehicle or in such other manner as he may think necessary and may take such measures in relation to the vehicle as he may think necessary to enable him to remove it or alter its position as the case may be.

### **Suspension of Use of a Parking Place**

- 14. (1) The Council, a Civil Enforcement Officer or a police constable in uniform may suspend the use of a Parking Place or any part of it whenever he considers such suspension reasonably necessary:
  - (a) for the purpose of facilitating the movement of traffic or promoting its safety;
  - (b) for the purpose of any building operation, demolition or excavation in or adjoining the Parking Place;
  - (c) for works to the road or a traffic sign in or adjoining the Parking Place;
  - (d) for works in relation to any sewer or water main, or in relation to the supply of gas, water, or electricity or any communications services in or adjoining the Parking Place;
  - (e) for the convenience of occupiers of premises adjoining the Parking Place on any occasion or the removal of furniture or household effects to or from a shop, office or other premises;
  - (f) on any occasion on which it is likely by reason of some special attraction, activity or occasion that any road will be thronged or obstructed; or
  - (g) for the convenience of occupiers of premises adjoining the Parking Place at times of weddings or funerals, or on other special occasions.
- (2) Any person suspending the use of a Parking Place or any part of it in accordance with the provisions of Article 14(1) is to thereupon place or cause to be placed in or adjacent to that Parking Place or the part of it the use of which is suspended, a Traffic Sign/Marking indicating that waiting by vehicles is prohibited.
- (3) Save as provided in Article 14(4), no person is to cause or permit a vehicle to wait in any Parking Place or part of a Parking Place during any period when there is in or adjacent to that Parking Place or part of it a Traffic Sign/Marking placed pursuant to Article 14(2).
- (4) Nothing in Article 14(3) will apply to any vehicle waiting for so long only as may be necessary:
  - (a) if the vehicle is being used for the relevant purpose or eventuality specified in Article 14(1) (b) (building works), 14(1) (c) (road works), 14(1) (d) (works to services), 14(1) (e)



- (furniture removal) or 14(1) (g) (wedding or funeral) for which use of the Parking Place (or part of it) was suspended;
- (b) to enable a person to board or alight from a vehicle;
  - (c) if a vehicle is being used for police fire or ambulance purposes;
  - (d) if the vehicle is waiting while any gate or other barrier at the entrance to premises to which the vehicle requires access or from which it has emerged is being opened or closed, if it is not reasonably practicable for the vehicle to wait otherwise than in that Parking Place or part of it while such gate or other barrier is being opened or closed;
  - (e) the vehicle is waiting because the person in control of it is required by law to stop or is obliged to do so to avoid an accident or is prevented from proceeding by circumstances outside his control; or
  - (f) the vehicle is being used for any other purpose and the prior permission of the Council, a police constable in uniform or a Civil Enforcement Officer has been obtained,

provided that the person in control of the vehicle must move it on the instruction of a police constable in uniform whenever that police constable considers this necessary for the purpose of preventing obstruction.

#### **PART IV** **PARKING PLACES**

##### **Designation of Parking Places**

15. Each of the lengths of road specified in Part C of Schedule 3 to this Order excluding;

- (1) any Restricted Road
- (2) any parts which may reasonably be used by a vehicle to get to or from any road;
- (3) any Access Way; and
- (4) any Controlled Length

is authorised to be used, subject to the provisions of Parts III and IV of this Order, as a parking place for vehicles.

##### **Restrictions on Waiting - Position**

16. No person is to cause or permit a vehicle to wait in a Timed Parking Place except upon the direction or with the permission of a Civil Enforcement Officer, the Council or a police constable in uniform unless:
- (1) for any vehicle other than a Motor Cycle it is parked in a position in a single line with the whole nearside or offside of the vehicle parallel to the kerb (unless otherwise stated in Part C Schedule 3 to this Order) and for a Motor Cycle it is parked so that it is perpendicular to the kerb; and

- (2) every part of the vehicle is on the carriageway; and
- (3) the distance between the edge of the carriageway/kerb and the nearest wheel of the vehicle is not more than 30 centimetres; and
- (4) no part of the vehicle remains at rest on a road in such a position or in such condition or in such circumstances as to be likely to obstruct free passage along a road or cause danger to other persons using the road.

### **Time Restriction on Waiting during Prescribed Hours**

17. Save as provided in Articles 10 and 11 (Exemptions) or unless there is compliance with Article 19, (Permit Parking) no person is to cause or permit any vehicle to wait in any Parking Place during the Prescribed Hours, except upon the direction or with the permission of a Civil Enforcement Officer, the Council or a police constable in uniform:
- (1) for a period longer than two hours; or
  - (2) if a period of less than two hours has elapsed since the termination during the Prescribed Hours of the last period of parking of the vehicle in the same Parking Place.
18. Where a vehicle, having been left in a Parking Place, remains there at the beginning of the Prescribed Hours, then the vehicle will be treated for the purposes of Article 17 as if it had arrived in the Parking Place at the beginning of the Prescribed Hours.

### **Permit Parking**

19. Save as provided in Articles 10 and 11 (Exemptions) or unless there is compliance within Article 17 (Time Restriction), no person is to cause or permit any vehicle to wait in any Parking Place during the Prescribed Hours except upon the direction or with permission of a Civil Enforcement Officer, the Council or a police constable in uniform, unless there is displayed in the Relevant Position on the vehicle at all times during which the vehicle is left in the Parking Place during the Prescribed Hours a valid Residents' Permit in respect of that vehicle, a valid Temporary Permit in respect of that vehicle, a valid Business Permit in respect of that vehicle, a valid Visitors' Permit or a valid Hotel Visitors' Permit.

### **Motor Cycles**

20. Nothing in Article 17 will apply to a Motor Cycle.

**PART V**  
**RESIDENTS PERMIT SCHEME**

**Application**

21. Any Resident who is the Registered Owner/Keeper of a Permitted Vehicle may apply to the Council for the issue of a Residents' Permit for the leaving of that vehicle, subject to the provisions of this Order, during the Prescribed Hours in a Parking Place specified in Part C of Schedule 3.

**Permit Terms**

22. (1) No Residents Permit will be valid for a period in excess of 12 months.
- (2) The Council will fix the day when a Residents Permit issued to a Resident will cease to be valid;
- (3) No more than one Residents Permit which is valid at the same time will be issued to any Resident;
- (4) Subject as provided in Articles 22(5) and 22(6), the charge for each Residents Permit shall be as follows:
- (a) £60 per annum index linked for a permit to be issued to a Resident where no more than one other Residents Permit, which is valid at the same time, has been issued to a Resident at the same Property as the applicant;
  - (b) £120 per annum index linked for a permit to be issued to a Resident where two other Residents Permits, which are valid at the same time, have been issued to Residents at the same Property as the applicant
  - (c) £180 per annum index linked for a permit to be issued to a Resident where three or more other Residents Permits, which are valid at the same time, have been issued to Residents at the same Property as the applicant.
- (5) The charge for each Residents Permit shall be £60.00 per annum index linked where the Resident's usual place of abode is a Home.
- (6) Where a Residents Permit is issued for a period of 11 months or less the charge will be  $\frac{1}{12}^{\text{th}}$  of the relevant annual charge multiplied by the number of months (rounded up to the nearest full number) for which the permit is valid.

**Application Process**

23. (1) An application for a Residents Permit must be made on a form issued by and obtainable from the Council and include the particulars and information required by such form and must be accompanied by a remittance for the appropriate charge specified in Article 22;

- (2) The Council may require an applicant for a Residents Permit to produce such evidence in respect of their application as it may reasonably require to verify any particulars or information given to it;
- (3) Subject as provided in Article 23(4), if the Council is satisfied:
  - (a) that the applicant is a Resident, provided always that where a vehicle is registered in the name of the applicant as provided in paragraph (a) of the definition of Registered Owner/Keeper the Council may conclude that the applicant is not a Resident if his address as recorded on the vehicle registration document is not the same address as the address of the applicant as specified in the application (being the address of a Property); and
  - (b) that the Resident is the Registered Owner/Keeper of a Permitted Vehicle; and
  - (c) that the appropriate charge specified in Article 22 has been paid,

and the information and particulars required to be supplied by the application form have been supplied to the satisfaction of the Council, and the Council is satisfied generally as to the completed application form, then the Council will issue to the applicant one Residents Permit for the leaving, subject to the provisions of this Order, of the Permitted Vehicle to which such Residents Permit relates in a Permit Parking Place.

- (4) The Council will not issue a Residents Permit if:
  - (a) a Residents Permit which remains valid has been issued to the applicant; or
  - (b) during the period of three months prior to the application a Residents Permit issued to the applicant was withdrawn by the Council further to Article 26(5).
- (5) The Council may at any time require a Residents Permit Holder to produce such evidence in respect of any Residents Permit or as applicable any Temporary Permit as it may reasonably require to verify that the permit is valid and/or that the Residents Permit Holder remains eligible for such permit.

#### **Permit Formalities**

24. A Residents Permit or as applicable Temporary Permit will include the following particulars:

- (1) the registration number of the vehicle for which the Residents Permit, or as applicable Temporary Permit has been issued;
- (2) the period during which, subject to the provisions of Article 31 of this Order, the Residents Permit or as applicable Temporary Permit will remain valid;
- (3) an indication that the Residents Permit or as applicable Temporary Permit has been issued by the Council; and

- (4) the zonal designation LV.

### **Temporary Permits**

25. (1) A Resident may surrender his Residents Permit temporarily and receive in return a Temporary Permit for the period during which his Residents Permit is temporarily surrendered.
- (2) There will be no charge for such a Temporary Permit.
- (3) This facility will be available where the Council is satisfied that the vehicle for which the Residents Permit has been issued is 'off road' temporarily and that the Resident to whom the Residents Permit was issued has the use of another Permitted Vehicle during this period.
- (4) A Temporary Permit will cease to be valid on the same day as the Residents Permit ceases to be valid.

### **Surrender and Withdrawal of Residents Permit Validity of Residents Permit.**

26. (1) A Residents Permit Holder may surrender a Residents Permit or as applicable Temporary Permit to the Council at any time.
- (2) A Residents Permit or as applicable Temporary Permit will cease to be valid on the earliest of the following:
- (a) the expiration of the period specified on the permit;
  - (b) the occurrence of any of the events specified in Article 26(3);
  - (c) as provided in Article 26(6).
- (3) A Residents Permit Holder must surrender a Residents Permit or as applicable Temporary Permit to the Council on the occurrence of any of the following events:
- (a) the Residents Permit Holder ceasing to be a Resident;
  - (b) the Residents Permit Holder ceasing to be the Registered Owner/Keeper of the vehicle in respect of which the Residents Permit was issued;
  - (c) the vehicle in respect of which the Residents Permit or as applicable Temporary Permit was issued being adapted or used in such a manner that it ceases to be a Permitted Vehicle;
  - (d) the issue of a replacement Residents' Permit or as applicable Temporary Permit.
- (4) If it appears to the Council that any one of the events specified in Article 26(3) has occurred, the Council may by written notice, addressed to the Residents Permit Holder and sent by first class post to or delivered to the address shown by him on his application for the Residents Permit or as applicable Temporary Permit or to any other address believed to be that persons place of abode, withdraw a Residents Permit and/or as applicable Temporary Permit and the Residents' Permit Holder must surrender the Residents Permit and/or as applicable Temporary Permit to the Council within 3 days of the date of posting or as applicable delivery of such notice.

- (5) If it appears to the Council that any of the provisions contained in Parts III, IV or V of this Order is being or has been abused (including the provision of inaccurate information in connection with an application for a Residents Permit or as applicable Temporary Permit, the sale or attempted sale of the permit or the alteration or attempted alteration of the permit) or is not being complied with in respect of the use of a Residents Permit or as applicable Temporary Permit or application for it, the Council may by giving notice as provided in Article 26(4) withdraw a Residents Permit and/or as applicable Temporary Permit and the Residents Permit Holder must surrender the Residents Permit and/or as applicable Temporary Permit to the Council within 3 days of the date of posting or as applicable delivery of such notice.
- (6) Where a notice is given further to Article 26(5) the Residents Permit and/or as applicable Temporary Permit issued to the Residents' Permit Holder will cease to be valid at the end of the third day following the day of posting or as applicable delivery of the notice.
- (7) Where a Residents Permit or as applicable Temporary Permit is surrendered to the Council for any of the reasons specified in Article 31(3) other than Article 26(3)(d) (issue of replacement) and this takes place more than one month before its expiration date the Council will make a refund to the Residents Permit Holder equal to  $1/12^{\text{th}}$  of the annual charge paid multiplied by the number of months (rounded down to the nearest whole number) until its expiration but there will be no refund of the charge for a permit withdrawn or surrendered further to Article 26(5).

### **Replacement Permits**

27. (1) A Residents Permit or as applicable Temporary Permit will become invalid if it is mutilated or accidentally defaced or the figures or particulars on it have become illegible or the colour of the Residents Permit or as applicable Temporary Permit has become altered by fading or otherwise, and the Residents Permit Holder will either surrender it to the Council or apply to the Council for the issue of a replacement Residents' Permit or as applicable Temporary Permit by completing the application form obtainable from the Council.
- (2) A Residents Permit or as applicable Temporary Permit will become invalid if it is lost or destroyed and the Residents Permit Holder may apply to the Council for the issue of a replacement Residents Permit or as applicable Temporary Permit and the Council, upon being satisfied as to such loss or destruction, will issue a replacement Residents Permit or as applicable Temporary Permit so marked.
- (3) The provisions of this Part of this Order will apply to a replacement Residents Permit or as applicable Temporary Permit or an application for it as if it were an original Residents Permit or as applicable Temporary Permit or as the case may be an application for it save that no charges will be payable for a replacement permit.

**PART VI**  
**VISITORS PERMIT SCHEME**

**Application**

28. Any Resident of the age of 17 years or more may apply to the Council for the issue of a Visitors Permit for the leaving, subject to the provisions of this Order, during the Prescribed Hours in a Parking Place of a Permitted Vehicle belonging to or on hire or lease to the Resident or any other person residing at the same Property as that Resident or a person visiting that Resident or a person visiting another person residing at the same Property as that Resident.

**Permit Terms**

29. (1) No person is to cause or permit a Visitors Permit to be displayed in a vehicle, when the vehicle is parked in a Permit Parking Place, during the Prescribed Hours unless that vehicle belongs to or is on hire or lease to a person visiting the Visitors Permit Holder or other person residing at same property as the Visitors Permit Holder and that visit is the primary purpose for so parking the vehicle or the vehicle belongs to or is on hire or lease to the Visitors Permit Holder or a person residing at the same Property as that Visitors Permit Holder.
- (2) Subject as provided in Article 29(4) any Resident of the age of 17 years or more is entitled to up to 2 allocations of Visitors Permits (with each allocation containing 25 day's worth of Visitors Permits) during each year (commencing on the Renewal Date for that Resident).
- (3) (a) The first allocation of Visitors Permits issued to a Resident during each year commencing on the Renewal Date for that Resident will be free of charge.
- (b) The charge for the second allocation of Visitors Permits issued to a Resident during each such year is £20 Index Linked but this shall be reduced to nil where the Council is satisfied that the Resident is aged 70 years or older.
- (c) The charge for any additional discretionary Visitors Permits is 60 pence Index Linked per permit but the Council may waive the charge and shall waive the charge where the Resident is aged 70 years or more.
- (4) A Resident (Short-term) of the age of 17 years or more is entitled to up to 25 days worth of Visitors Permits which will be free of charge.

**Application Process**

30. (1) An application for a Visitors Permit must be made on a form issued by and obtainable from the Council and include the particulars and information required by such form.

- (2) The Council may require an applicant for a Visitors Permit to produce such evidence in respect of an application as it may reasonably require to verify any particulars or information given to it.
- (3) Subject as provided in Article 30(4), if the Council is satisfied that the applicant is a Resident of the age of 17 years or more, the information and particulars required to be supplied by the application form have been supplied to the satisfaction of the Council and the Council is satisfied generally as to the completed application form, the Council will issue to the applicant an allocation of 25 day's worth of Visitors Permits.
- (4) The Council will not issue a Visitors Permit if, during the period of six months prior to the application or such lesser period as the Council in its discretion may decide, a Visitors Permit issued to the applicant was withdrawn by the Council further to Article 32(5).
- (5)
  - (a) No Resident (Short-term) will be entitled to more than 25 days' worth of Visitors Permits,
  - (b) Subject as provided in Article 30(7) no other Resident will be entitled to more than an initial allocation of 25 days worth of Visitors Permits during the first half of the year (calculated from the Renewal Date for that Resident) followed by a second allocation of a further 25 days' worth of Visitors Permits which shall not be issued until the second half of that year.
- (6) When one allocation of 25 days worth of Visitors Permits has been used up no further Visitors Permits will be issued until a further application form has been completed and submitted to the Council with a remittance for the appropriate charge specified in Article 29(3) and the Council is satisfied with the application as provided in Article 30(3).
- (7) The Council may in its absolute discretion issue to a Resident more than the equivalent of 50 days worth of Visitors Permits in any year if it is satisfied, upon consideration of such supporting evidence as the Council may require, that to do so would be appropriate in the circumstances and the Council may waive the charge for any such additional discretionary Visitors Permits.
- (8) The Council may at any time require a Visitors Permit Holder to produce such evidence in respect of any Visitors Permits issued by the Council as may reasonably be required to verify their validity and/or that he remains eligible for the permits.

### **Permit Formalities**

31. (1) Visitors Permits will include the following particulars:
  - (a) an indication that the Visitors Permits have been issued by the Council; and



(b) the zonal designation LV

and may specify the period during which, subject to the provisions of Article 32, the Visitors Permits may be used.

- (2) A Visitors Permit must be displayed in the Relevant Position and must not be cut or defaced in any way.
- (3) A Visitors Permit will be valid for a period of up to twenty four hours from the validation time provided that it is validated by the Visitors Permit Holder, or by a person authorised by him, by writing in ink on the face of the Visitors Permit (or by such other means as the Council may direct) the time of the day the vehicle is left in the Parking Space using the twenty four hour clock (being the validation time) and the date on which it is left (being the validation date) and that no other writing or mark appears on it.

### **Surrender and Withdrawal of Visitors Permits – Validity of Visitors' Permits**

- 32. (1) A Resident may surrender a Visitors Permit to the Council at any time
- (2) A blank Visitors Permit will cease to be valid on the earlier of the following:
  - (a) the occurrence of any of the events specified in Article 32 (3);
  - (b) as provided in Article 32(6).
- (3) A Visitors Permit Holder must surrender to the Council all blank Visitors Permits previously issued to him on the occurrence of the following:
  - (a) the expiration of the period (if any) as specified on the Visitors Permits;
  - (b) the Visitors Permit Holder ceasing to be a Resident;
  - (c) the issue of replacement Visitors' Permits.
- (4) If it appears to the Council that any of the events specified in Article 32(3) has occurred, the Council may, by written notice addressed to the Visitors Permit Holder and sent by first class post to or delivered to the address shown by the Visitors Permit Holder on his application for the Visitors Permits or to any other address believed to be that person's place of abode, withdraw his Visitors Permits and the Visitors Permit Holder must surrender his Visitors Permits to the Council within 3 days after the date of posting or as applicable delivery of such notice.
- (5) If it appears to the Council that any of the provisions contained in Parts III, IV or VI of this Order is being or has been abused (including the provision of inaccurate information in connection with an application for Visitors Permits, the sale or attempted sale of a permit or the alteration or attempted alteration of a permit) or is not being

complied with in respect of the use of a Visitors Permit or application for it, the Council may by giving notice as provided in Article 32(4) withdraw the Visitors Permits from a Visitors' Permit Holder and the Visitors Permit Holder must surrender his Visitors' Permits to the Council within 3 days of the date of posting or as applicable delivery of such notice.

- (6) Where notice is given further to Article 32(5) the Visitors Permits issued to the Visitors Permit Holder will cease to be valid at the end of the third day following the day of posting or as applicable delivery of the notice.
- (7) On the surrender of any blank Visitors Permit for which payment has been made the Council will issue a refund at the rate of 80p per blank Visitors Permit save that there will be no refund of the charge paid for a permit withdrawn or surrendered further to Article 32(5).

### **Replacement Permits**

- 33. (1) A Visitors Permit will become invalid if it is mutilated or accidentally defaced or the figures or particulars on it have become illegible, and the Visitors Permit Holder will either surrender it to the Council or apply to the Council for the issue of a replacement Visitors Permit by completing the application form obtainable from the Council.
- (2) The provisions of this Part of this Order will apply to a replacement Visitors Permit or an application for it as if it were an original Visitors Permit or as the case may be an application for it save that no charge will be payable for a replacement permit.

## **PART VII** **BUSINESS PERMIT SCHEME**

### **Application**

- 34. Any Business may apply to the Council for the issue of a Business Permit for the leaving, subject to the provisions of this Order, during the Prescribed Hours in a Parking Place of a Permitted Vehicle belonging to or on hire or lease to or otherwise associated with that Business (and whose registration number will be identified on the Business Permit) when it is essential for the Business Operations of that Business to park there.

### **Permit Terms**

- 35. (1) No person is to cause or permit a Business Permit to be displayed in a vehicle, when the vehicle is parked in a Parking Place during the Prescribed Hours unless it is essential for the vehicle to be parked there for the Business Operations of the Business Permit Holder.
- (2) A Business Permit may be valid for 3 months, 6 months or 12 months but no Business Permit will be valid for more than 12 months.

- (3) The Council will fix a day when each Business Permit will cease to be valid.
- (4) The charge for each Business Permit will be:
  - (a) £25.00 for 3 months;
  - (b) £50.00 for 6 months; and
  - (c) £100.00 for 12 months

and the charge is payable on or before the issue of the permit.

- (5)
  - (a) No Business will be eligible for a Business Permit unless the Council is satisfied that it is essential for the Business Operation of the Business to park a vehicle in the area stated in Schedule 1 to this Order.
  - (b) No Business will be eligible for more than one Business Permit unless the Council is satisfied that it is essential for the Business Operation of the Business to park more than one vehicle in the area stated in Schedule 1 to this Order.
  - (c) No Business will be eligible for more than two Business Permits which are valid at the same time

### **Application Process**

- 36.
  - (1) An application for a Business Permit must be made on a form issued and obtainable from the Council and must include the particulars and information required by the form and be accompanied by payment of the appropriate charge further to Article 35(4).
  - (2) The Council may at any time require an applicant for a Business Permit to produce such evidence in respect of the application as may reasonably be required to verify any particulars or information given to the Council.
  - (3) If the Council is satisfied that:
    - (a) the applicant is a Business; and
    - (b) it is essential for the Business Operation of the applicant for a vehicle or vehicles belonging to or on hire or lease to or otherwise associated with it to park in the area stated in Schedule 1 to this Order; and
    - (c) either the applicant is eligible for two Business Permits and has no more than one Business Permit which is valid, or the applicant is eligible for one Business Permit and it has no Business Permit which is valid; and
    - (d) the appropriate charge specified in Article 35(4) has been paid,

and the information and particulars required by the application form have been supplied to the satisfaction of the Council, and the Council is satisfied generally with the completed application form, then, save as provided in Article 36(4), the Council will issue a Business Permit to the applicant.

- (4) The Council will not issue a Business Permit to an applicant if, during the period of three months prior to the application, any Business Permit issued to the applicant has been withdrawn by the Council further to Article 38(5).
- (5) The Council will not issue more than two Business Permits which are valid at the same time to any Business and in the case of a Business which is only eligible for one Business Permit further to Article 40(5) it will not issue more than one Business Permit which is valid at any time.
- (6) The Council may at any time require a Business Permit Holder to whom a Business Permit has been issued to produce such evidence in respect of any Business Permit as may reasonably be required to verify that the Business Permit Holder remains eligible for such permit and/or that the Business Permit is valid.

### **Permit Formalities**

37. A Business Permit will include the following particulars:

- (1) the registration number of the vehicle for which the Business Permit has been issued;
- (2) the period during which, subject always to the provisions of Article 38, the Business Permit remains valid;
- (3) an indication that the Business Permit has been issued by the Council;
- (4) the zonal designation LV.

### **Surrender and Withdrawal of a Business Permit – Validity of a Business Permit**

38. (1) A Business Permit Holder may surrender a Business Permit to the Council at any time.
- (2) A Business Permit will cease to be valid on the earliest of the following:
  - (a) the expiration of the period shown on it;
  - (b) the occurrence of any of the events specified in Article 38(3) and as provided therein;
  - (c) as provided by Article 38(6);
- (3) (a) A Business Permit Holder must surrender all Business Permits issued to it on the happening of any of the following events:
  - (i) the Business ceasing to operate from an address specified in Part A of Schedule 3;
  - (ii) the Business ceasing to be eligible for any Business Permit by virtue of Article 35(5)(a).
- (b) A Business Permit Holder must surrender a Business Permit issued to it on the happening of any of the following events:

- (i) the issue of a replacement Business Permit;
  - (ii) the Business ceasing to use the vehicle in respect of which the Business Permit was issued;
  - (iii) the vehicle in respect of which the Business Permit was issued being adapted or used in such a manner that it ceases to be a Permitted Vehicle.
- (c) A Business Permit Holder must surrender a Business Permit issued to it if the Business has two Business Permits which are valid and it becomes eligible for one Business Permit only by virtue of Article 35(5)(b).
- (4) If it appears to the Council that any of the events specified in Article 38(3) has occurred, the Council may, by written notice addressed to the Business Permit Holder and sent by first class post to or delivered to the address shown by the Business Permit Holder on his application for the Business Permit or to the registered or principal office of the Business Permit Holder, withdraw a Business Permit or as applicable all his Business Permits and the Business Permit Holder must surrender the Business Permit or as applicable all his Business Permits to the Council within 3 days of the date of posting or as applicable delivery of such notice.
- (5) If it appears to the Council that any of the provisions contained in Parts III, IV or VII of this Order is being or has been abused (including the provision of inaccurate information in connection with an application for a Business Permit, the sale or attempted sale of the permit or the alteration or attempted alteration of the permit) or is not being complied with in respect of the use of a Business Permit or application for it, the Council may by giving notice as provided in Article 38(4) withdraw a Business Permit(s) and the Business Permit Holder must surrender the Business Permit(s) to the Council within 3 days of the date of posting or as applicable delivery of such notice.
- (6) Where a notice is given further to Article 38(5) the Business Permit(s) issued to the Business Permit Holder will cease to be valid at the end of the third day following the day of posting or as applicable delivery of the notice.
- (7) When a Business Permit is surrendered or withdrawn the Business Permit Holder is not entitled to any refund of the charge paid for the permit.

### **Replacement Permit**

39. (1) A Business Permit will become invalid if it is mutilated or accidentally defaced or the figures or particulars on it have become illegible or the colour of the Business Permit has become altered by fading or otherwise, and the Business Permit Holder will either surrender it to the Council or apply to the Council for the issue of a replacement Business Permit by completing the application form obtainable from the Council.

- (2) The Business Permit will become invalid if it is lost or destroyed and the Business Permit Holder may apply to the Council for the issue of a replacement Business Permit and the Council, upon being satisfied as to such loss or destruction, will issue a replacement Business Permit so marked.
- (3) The provisions of this Part of this Order will apply to a replacement Business Permit or an application for it as if it were an original Business Permit or as the case may be an application for it.

## **PART VIII**

### **HOTEL VISITORS PERMIT SCHEME**

#### **Application**

40. Any hotel or guest house located at premises whose address is listed in Part A of Schedule 3 to this Order may apply to the Council for the issue of Hotel Visitors Permits for the leaving, subject to the provisions of the Order, during the Prescribed Hours in a Parking Place, of a Permitted Vehicle belonging to or on hire or lease to a paying guest at the hotel or guest house

#### **Permit Terms**

41.
  - (1) No person is to cause or permit any Hotel Visitors Permit to be displayed on a vehicle when it is parked in a Parking Place during the Prescribed Hours unless it belongs to or is on hire or lease to a paying guest at the hotel or guest house to whom the permit was issued;
  - (2) The charge for each Hotel Visitors Permit will be £1 and the charge is payable on or before the issue of the permit.

#### **Application Process**

42.
  - (1) An application for Hotel Visitors Permits must be made on a form issued by and obtainable from the Council and must include the particulars and information required by the form and is accompanied by the appropriate charge further to Article 41(2).
  - (2) The Council may at any time require an applicant for Hotel Visitors' Permits to produce such evidence in respect of the application as may reasonably be required to verify any particulars or information given to the Council.
  - (3) Save as provided in Article 42(4), if the Council is satisfied that the applicant is a hotel or guest house located at premises whose address is listed in Part A of Schedule 3 and the information and particulars required by the form have been supplied to the satisfaction of the Council and the Council is generally satisfied with the completed application form the Council will issue to the applicant the number of

Hotel Visitors Permits applied for provided always that the issue of such permits may be subject to 28 days prior notice.

- (4) The Council will not issue a Hotel Visitors Permit if, during the period of six months prior to the application or such lesser time period as the Council may in its discretion decide, a Hotel Visitors Permit issued to the applicant was withdrawn by the Council further to Article 45(4).
- (5) The Council may at any time require a Hotel Visitors Permit Holder to produce such evidence in respect of any Hotel Visitors' Permit as it may reasonably require to verify that the permit is valid and/or that the Hotel Visitors Permit Holder remains eligible for the permit.

### **Permit Formalities**

43.

- (1) Each Hotel Visitors Permit will include the following particulars:-
  - (i) An indication that the Hotel Visitors' Permit has been issued by the Council;
  - (ii) The zonal designation LV.
- (2) Each Hotel Visitors' Permit will be valid for a period of up to 24 hours from when it is validated provided that it is validated by the Hotel Visitors Permit Holder or by a person authorised by it by writing in ink on the permit the name of the hotel or guest house, the name of the road in which the permit is being used, the time of day the vehicle was parked there (being the validation time), the day of the week and date on which the permit is being used (being the validation date) and the registration number of the vehicle on which the permit is displayed.

### **Records**

44. A hotel or guest house to which Hotel Visitors Permits are issued must keep records of the allocation of permits by them by date of use, room number occupied by the paying guest and vehicle registration number of the vehicle in respect of which the permit is allocated and those records must be available for inspection by the Council at all reasonable times.

### **Surrender and Withdrawal of Hotel Visitors Permits – Validity of Hotel Visitors Permits**

45.

- (1) A Hotel Visitors Permit Holder may surrender its Hotel Visitors Permits to the Council at any time.
- (2) A Hotel Visitors Permit will cease to be valid on the earlier of the following:
  - (a) The Hotel Visitors Permit Holder ceasing to operate a hotel or guest house at premises whose address is listed in Part A of Schedule 3;
  - (b) As provided in Article 45(5).

- (3) If it appears to the Council that a Hotel Visitors Permit Holder has ceased to operate a hotel or guest house at premises whose address is listed in Part A of Schedule 3 the Council may, by written notice, addressed to the Hotel Visitors Permit Holder and sent by first class post or delivery to the address shown on the application for the Hotel Visitors Permit or any forwarding address, withdraw the Hotel Visitors Permits of the Hotel Visitors Permit Holder and the Hotel Visitors Permits Holder must surrender its Hotel Visitors Permits to the Council within 3 days of the date of posting or as applicable delivery of the notice.
- (4) If it appears to the Council that any of the provisions contained in Parts 111, IV or VIII of this Order is being or has been abused (including the provision of inaccurate information in connection with an application for a Hotel Visitors Permit, the sale or attempted sale of the permit or the alteration or attempted alteration of the permit) or is not being complied with in respect of the use of a Hotel Visitors Permit or application for it, the Council may, by giving notice as provided in Article 45(3), withdraw the Hotel Visitors Permits of a Hotel Visitors Permit Holder and the Hotel Visitors Permit Holder must surrender its Hotel Visitors Permits to the Council within 3 days of the date of posting or as applicable delivery of such notice.
- (5) Where notice is given further to Article 45(4) the Hotel Visitors' Permits issued to the Hotel Visitors Permit Holder will cease to be valid at the end of the third day following the day of posting or as applicable delivery of the notice.
- (6) When a Hotel Visitors Permit is surrendered or withdrawn the hotel or guest house is not entitled to any refund of the charge paid for the permit.

#### **PART IX**

#### **THE OXFORDSHIRE COUNTY COUNCIL (CARERS PERMIT) ORDER 2010**

46. The Carers Permit Order is applied to this order so that nothing in this order will prohibit or restrict a vehicle from waiting in accordance with the provisions of that order.

#### **PART X**

#### **CONTRAVENTIONS OF THE ORDER**

47. (1) If a parking contravention (as defined in the Traffic Management Act 2004) is committed in contravention of any of the provisions of this order, a Penalty Charge will be payable.
- (2) In the case of a vehicle in respect of which a Penalty Charge is payable, a Penalty Charge Notice may be issued by a Civil Enforcement Officer.



**GIVEN UNDER** the Common Seal of the Oxfordshire County Council dated  
this 12<sup>th</sup> day of December 2016.

## SCHEDULE 1

### THE STATED AREA

From the northern property boundary of number 82 The Slade crossing The Slade to the northern property boundary of Vivienne Court, thence along the south-eastern property boundary of number 165 The Slade, thence northwest along the rear property boundaries of numbers 165 and 167 The Slade, thence in a northerly direction to the southern property boundary of 173 The Slade, thence in a westerly direction and along the southern boundary of the allotment gardens, thence following the stream in a south-westerly direction to the eastern boundary of numbers 22-28 Heath Close, thence south along the eastern property boundary of numbers 22-28 Heath Close, thence following the stream in a south-westerly direction all the way to Boundary Brook, thence continuing to follow the stream in a south-easterly direction all the way until the stream bends to the east and is in line with the northernmost point of the drain that joins the stream, thence directly eastwards all the way to Hollow Way, thence directly eastwards across Hollow Way to its south-eastern side, thence north-eastwards along the south-eastern side of Hollow Way to the south-western property boundary of number 1 Hundred Acres Close, thence continuing north-eastwards along the south-east side of Hollow Way all the way to the south-western property boundary of number 226 Hollow Way, thence south-east along the south-western property boundary of number 226 Hollow Way to its rear property boundary, thence in a north-easterly direction along the rear property boundaries of numbers 226, 228, 230, 232, 234, 236 and 238 Hollow Way, thence along the north-eastern property boundary of number 238 Hollow Way to the south-eastern side of Hollow Way, thence along the south-eastern side of Hollow Way to its junction with Horspath Driftway, thence across Horspath Driftway to a point in line with the north-western property wall of number 12 Pickett Avenue, thence northwest to the north-eastern side of The Slade, thence north-west along the north-east side of The Slade all the way to the northern property boundary of number 82 The Slade and the point of commencement.

## SCHEDULE 2

### NO WAITING AT ANY TIME

Bulan Road	East side	from a point 6 metres south of the southern kerb line of Cinnaminta Road northwards	to a point 7 metres north of the northern kerb line of Cinnaminta Road
	Both sides	(a) from a point 5 metres northeast of the common property boundary of Nos 122/124 Bulan Road north-westwards	to a point 12 metres northwest of the western kerb line of Dene Road
		(b) from the south-eastern kerb line of Peat Moors, south-eastwards	for a distance of 11 metres
Cinnaminta Road	Both sides	(a) from the western kerb line of The Slade westwards	for a distance of 14 metres
		(b) from the eastern kerb line of Bulan Road eastwards	for a distance of 11 metres
Dene Road	Both sides	(a) from the western kerb line of The Slade south-westwards	for a distance of 18 metres
		(b) from a point 10 metres southwest of the common property boundary of Nos 138/140 Dene Road south-westwards	for a distance of 26 metres
Peat Moors	South side	from the western kerb line of the service road westwards	for a distance of 13 metres
	Northwest side	(a) from the northern property boundary of No. 2 Peat Moors northwards and eastwards	to the western kerb line of The Slade
		(b) from the south-western property boundary of No. 24 Peat Moors	to the north-eastern property boundary of No.26 Peat Moors
	Southeast side	from a point opposite a point 3.5 metres southwest of the common property boundary of Nos. 26/28 Peat Moors north-eastwards	for a distance of 32 metres
	Northeast side	from a point 3 metres northwest of the common property boundary of Nos. 25/27 Peat Moors north-westwards	for a distance of 3 metres

The Slade Main Carriageway	Both sides	from a point 318 metres south of the southern kerb line of Old Road, southwards	to its junction with Hollow Way and Horspath Driftway.
The Slade Service Road	East side	the whole length.	
	West side	from a point 11 metres south of the southern property boundary of Nos. 121/123 The Slade southwards	to the junction with The Slade (main carriageway)
		from the southern kerb line of Peat Moors southwards	for a distance of 9 metres.

There are excluded from the above lengths of road any Disabled Persons Parking Place and any Car Club Parking Place.

### **SCHEDULE 3**

#### **PART A** **ELIGIBLE PROPERTIES**

Benson Road	All properties
Bulan Road	All properties
Cinnaminta Road	All properties
Coverley Road	All properties
Dene Road	All properties
Fair View	All properties
Glebelands	All properties
Hollow Way	Numbers 301 to 333 (odd) and 226 to 238 (even) inclusive
Inott Furze	All properties
Lye Valley	All properties
Peat Moors	All properties
The Slade	Numbers 1 to 163 (odd) inclusive
Town Furze	All properties

### **SCHEDULE 3 PART B**

#### **ELIGIBLE PROPERTIES FOR PERMITS FOR LARGE VEHICLES**

1 Dene Road	No.1
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### **SCHEDULE 3 PART C**

**PERMIT PARKING PLACES 9.00am to 5.00pm MONDAY TO FRIDAY  
and 2 HOUR WAITING (no return within 2 hours)  
FOR NON-PERMIT HOLDERS**

Street	
Benson Road	
<sup>1</sup> Bulan Road	
<sup>1</sup> Cinnaminta Road	
Coverley Road	
<sup>1</sup> Dene Road	
Fairview	
Glebelands	
Hollow Way	that length within the 'Stated Area'
Inott Furze	
Lye Valley	
<sup>1</sup> Peat Moors	
<sup>1</sup> The Slade	that length within the 'Stated Area'
Town Furze	

There are excluded from any length of road specified above any Restricted Road, Disabled Persons Parking Place, any Car Club Parking Place and any Controlled Length

<sup>1</sup> These roads include *Restricted Road*.

### **SCHEDULE 4**

**NO WAITING 8.00 am to 6.30 pm  
Monday to Saturday**

<b>CINNAMINTA ROAD</b>	North side, from a point 14 metres west of the western kerb line of The Slade, westwards	to a point 11 metres east of the eastern kerb line of Bulan Road.
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**SCHEDULE 5** Not used  
**SCHEDULE 6** Not used

## SCHEDULE 7

### INDEX LINKING

1. Index Linking will be undertaken by adjusting the relevant charge according to any increase in the Retail Price Index: monthly numbers and retail prices, produced by the Office for National Statistics occurring between April 2015 and the most recently published figure at the month preceding the month in which the adjustment is undertaken and rounding up or down to the nearest whole pound.
2. The relevant charge will be subject to indexation adjustment no more than once every three years and the first adjustment will take place no earlier than April 2018.

**THE COMMON SEAL of THE  
OXFORDSHIRE COUNTY COUNCIL**  
was hereunto affixed in the presence of:

*S. Whitehead*

~~Chief Legal Officer~~ / Designated Officer.

