

**SURREY COUNTY COUNCIL  
(VARIOUS ROADS IN SPELTHORNE)  
(CONSOLIDATION AND REVOCATION OF RESIDENTS' ONLY  
ON-STREET PARKING PLACES) ORDER 2024**

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SURREY COUNTY COUNCIL in exercise of their powers under Sections 32, 35, 36,45, 46, 49, 51, and 53 of and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984 (hereinafter called 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 hereby make the following Order:

## **PART I GENERAL**

### **Citation and commencement**

1. THIS Order may be cited as “The Surrey County Council (Various Roads in Spelthorne) (Consolidation and Revocation of Residents’ Only On-Street Parking Places) Order 2024\* and shall come into operation on 20 May 2024

### **Interpretation**

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

“agents” means any person or persons authorised by or on behalf of the Council to supervise and/or enforce any parking place.

“carer” means a person who looks after another person who is either elderly disabled or in ill health and is unable to manage and/or cope by themselves without assistance.

“carer’s parking permit” means a carer’s parking permit issued by the Council under the provisions of Article 32.

“carriageway” has the same meaning as in Section 329 of the Highways Act 1980.

“childcare parking permit” means a childcare parking permit issued by the Council under the provisions of Article 36.

“childcare parking permit holder” means a person to whom a childcare parking permit has been issued.

“civil enforcement officer” has the same meaning as in Section 76 of the Traffic Management Act 2004.

“Council” means Surrey County Council or its appointed agents.

“community care personnel” means persons who are employed by or who are members of an official carers organisation operating through Surrey County Council or the National Health Service.

“disabled person’s badge” has the same meaning as in the Disabled Persons (Badges for Motor Vehicles) (England) Regulations 2000 (S.I. 2000 No. 682).

“disabled person’s vehicle” has the same meaning as in the Local Authorities’ Traffic Orders (Exemptions for Disabled Persons) (England and Wales) Regulations 2000 (S.I. 2000 No. 683).

“doctor” means a registered medical practitioner who is a fully registered person within the meaning of the Medical Act 1983 who holds a licence to practice under that Act.

“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.

“electronic communications apparatus” has the same meaning as Section 151 of the Communications Act 2003.

“enactment” means any enactment whether public general or local and includes any order bye-law rule regulation scheme or other instrument having effect by virtue of an enactment.

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

“goods vehicle” means a motor vehicle the maximum gross weight of which does not exceed 5 tonnes and which is constructed or adapted for use for the carriage of goods or burden of any description and is not drawing a trailer.

“hand held device” is a device used by a civil enforcement officer which is updated from time to time with information on valid and invalid (expired) virtual parking transactions.

“maximum gross weight” has the same meaning as in Schedule 1 of the Traffic Signs Regulations and General Directions 2016 (S.I. 2016 No. 362).

“medical personnel” means doctors nurses healthcare and community visitors and other categories of medical personnel operating through Surrey County Council or the National Health Service or private healthcare organisations who make house visits.

“motor cycle” ‘motor vehicle” and “invalid carriage” have the same meanings as in Section 136 of the Act.

“nurse” means a nurse or midwife or nursing associate who is registered in the register maintained under Article 5 of the Nursing and Midwifery Order 2001 (S.I.2002 No. 1771) as amended by The Nursing and Midwifery (Amendment) Order 2018 (S.I.2018 No.838).

“one-way road” means a highway in which the driving of vehicles otherwise than in one direction is prohibited.

“operational parking permit” means an operational parking permit issued by the Council under the provisions of Article 31.

“owner” has the same meaning as defined in sub-section (1) of Section 92 of the Traffic Management Act 2004.

“parking disc” has the same meaning as in the Local Authorities’ Traffic Orders (Exemptions for Disabled Persons) (England and Wales) Regulations 2000 (S. I. 2000 No. 683).

“parking permit” or “permit” without more means a resident parking permit or as the case may be an operational parking permit or as the case may be a carer’s parking permit or as the case may be a resident’s visitor’s parking permit or as the case may be a childcare parking permit.

“parking permit holder” means a person to whom a parking permit has been issued.

“parking place” means the area on a highway designated as a street parking place by this Order.

“parking space” means a space in the parking place which is provided for the leaving of vehicles.

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

“permitted hours” means the hours identified as such in the key relating to the Plans

“Plans” means the drawings listed in the Third Schedule created and retained by the Council for the purpose of this Order the drawing number of each of those drawings being given in the first column of that Schedule.

“postal packets” has the same meaning as in Sub-section (1) of Section 125 of the Postal Services Act 2000.

“resident” means a person whose usual place of abode is at premises the postal address of which is in any road or part of a road specified and described in Column 2 of the table forming the First Schedule.

“resident’s parking permit” means a resident’s parking permit issued by the Council pursuant to Article 20.

“residents’ parking place” means the area of highway authorised to be used as a parking place for the leaving during the permitted hours of such vehicles as display in the manner specified in Article 25 or in the manner specified in Article 29 or in the manner specified in paragraph (7) of Article 31 or in the manner specified in Article 35 or in the manner specified in Article 39 a valid permit issued in respect of that vehicle.

“resident’s visitor’s parking permit” means a resident’s visitor’s parking permit issued by the Council pursuant to the provisions of Article 27 and shall include a two-hour resident’s visitor’s parking permit where applicable.

“road” includes part of a road and has the same meaning as in Section 142 of the Act.

“shared use parking place” means the area of highway authorised to be used as a parking place for the leaving during the permitted hours of such vehicles as specified in Article 6.

“street parking place” has the same meaning as in Section 142 of the Act.

“the 1986 Regulations” means the Removal and Disposal of Vehicles Regulations 1986 (Si. 1986/1 83).

“traffic sign” means a sign of any size colour and type prescribed or authorised under or having effect as though prescribed or authorised under Section 64 of The Act.

“trailer” has the same meaning as in Section 136 of the Act and includes a trailer any part of which is superimposed on the drawing vehicle.

“two-hour resident’s visitor’s parking permit” means a resident’s visitor’s parking permit that is limited to a validity of two hours.

“usual place of abode” means premises where a person ordinarily resides and shall not include premises where a person is occupying with other persons in circumstances where those

premises have separate residential accommodation for each person but with shared bathroom and/or kitchen facilities

“valid permit” means a resident’s parking permit or a resident’s visitor’s parking permit or an operational parking permit or a carer’s parking permit or a childcare permit issued and used in accordance with the provisions of this Order.

“virtual parking permit” or “virtual permit” means a parking permit issued and verified electronically by the Council to a resident or carer or any medical personnel or resident’s visitor

“virtual parking transaction” can be a virtual resident’s parking permit virtual resident’s visitor’s parking permit a virtual operational parking permit a virtual waiver certificate a virtual carers parking permit a virtual childcare permit or a virtual waiver certificate.

“virtual waiver certificate” means a waver certificate that is electronically issued and verified by the Council.

“visitor” means a person who is visiting a resident and who is not ordinarily resident or resident at that resident’s usual place of abode being premises the postal address of which is in the road specified and described in Column 2 of the table forming the First Schedule.

“Waiver Certificate” means a paper or virtual certificate issued on behalf of the Council for the purposes of paragraph (c) of Article 7 or paragraph (c) of Article 8 or sub-paragraph (i) of paragraph (1) of Article 14 permitting a specified vehicle to wait in special circumstances on a length or lengths of roads where the waiting of that vehicle would otherwise be restricted or prohibited.

(2) For the purpose of this Order a vehicle shall be regarded as displaying -

(a) a disabled person’s badge in the prescribed manner when -

(i) the badge is exhibited thereon on the dashboard or fascia of the vehicle or

(ii) where the vehicle is not fitted with a dashboard or fascia the badge is exhibited in a conspicuous position on the vehicle so that the front of the badge is clearly legible from the outside of the vehicle.

(b) a parking disc in the relevant position if -

(i) the disc is exhibited on the dashboard or fascia of the vehicle or

(ii) where the vehicle does not have a dashboard or fascia the disc is exhibited in a conspicuous position on the vehicle so that when marked to show the quarter-hour period during which a period of waiting began that period is clearly legible from the outside of the vehicle.

(3) Any reference in this Order to a numbered Article Part Schedule or Section shall unless the context otherwise requires be construed as a reference to the Article Part Schedule or Section bearing that number in 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) For the purposes of sub-paragraph (i) of paragraph (4) of Article 11 and of Article 14 a vehicle and any trailer drawn thereby shall be deemed to be a single vehicle.

## **PART II DESIGNATION OF RESIDENTS' ON-STREET PARKING PLACES**

### **Designation of such parking places**

3. EACH area on a highway comprising of –

(i) the lengths of carriageway of the roads specified in Column 3 of the table in the First Schedule and identified on the plans as a residents' parking place and bounded on one side of that length by the edge of the carriageway and having a width throughout of not less than 1.8 metres and/or

(ii) the area of highway comprising those lengths of the carriageway specified and described in column 3 of the table in the First Schedule to this Order and indicated in the said table as a "zone" and on the plans as a residents' parking place –

- is hereby designated as a residents' parking place.

### **Vehicles for which such parking places are designated**

4. THE residents' parking places may be used subject to the provisions of this Order for the leaving during the permitted hours of such vehicles:

(i) as display in the manner specified in Article 25 or Article 29 or in paragraph (7) of Article 31 or Article 35 or Article 39 a valid permit issued in respect of that vehicle OR

(ii) as have been recorded by the hand held device as having a valid virtual permit in which case no parking permit needs to be displayed on the vehicle

PROVIDED THAT nothing in this Article shall apply to a disabled persons vehicle which displays in the relevant position or in the prescribed manner a disabled person's badge issued by any local authority which may be left in the residents' parking place free of any charge imposed by this Order and without any limit on the period of time that that disabled person's vehicle may be left in the aforesaid residents' parking place.

## **PART III DESIGNATION OF SHARED USE PARKING PLACES**

### **Designation of such parking places**

5. EACH area on a highway comprising the length of carriageway of a road specified in Column 3 of the table in the First Schedule and identified on the plans for use by such classes of vehicles as are specified in Article 6 and unless otherwise so specified bounded on one side of that length by the edge of the carriageway and having a width throughout of not less than 1.8 metres is hereby designated as a shared use parking place.

### **Vehicles for which such parking places are designated**

6. EACH shared use parking place identified on the plans may be used subject to the provisions of this Order for the leaving during the permitted hours of such vehicles only -

- (a) as are passenger vehicles goods vehicles motor cycles or invalid carriages.



(b) (i) as display in the manner specified in Article 25 or Article 29 or in paragraph (7) of Article 31 or Article 35 or Article 39 a valid permit issued in respect of that vehicle OR

(ii) as have been recorded by the hand held device as having a valid virtual permit in which case no parking permit needs to be displayed on the vehicle.

PROVIDED THAT nothing in this Article shall apply to a disabled person's vehicle which displays in the relevant position or in the prescribed manner a disabled person's badge issued by any local authority which may be left in the residents' parking place free of any charge imposed by this Order and without any limit on the period of time that that disabled person's vehicle may be left in the aforesaid residents' parking place.

### **Period for which a vehicle may be left in such a parking place**

7. WITHOUT prejudice to the provisions of Article 14 no person shall cause any vehicle to be left in a shared use parking place identified on the plans during the permitted hours for longer than the maximum period permitted for waiting specified in relation to that parking place as identified on the key relating to the plans:

PROVIDED THAT nothing in this Article shall apply to –

(a) a disabled person's vehicle which displays in the relevant position or in the prescribed manner a disabled person's badge issued by any local authority and/or

(b) (i) as display in the manner specified in Article 25 or Article 29 or in paragraph (7) of Article 31 or Article 35 or Article 39 a valid permit issued in respect of that vehicle OR

(ii) as have been recorded by the hand held device as having a valid virtual permit in which case no parking permit needs to be displayed on the vehicle.

(c) such vehicles as display a valid waiver certificate issued by a person duly authorised by the Council to wait in accordance with the terms and conditions prescribed by the said certificate either –

(i) in a prominent position behind the windscreen so that it is facing forwards and can be entirely and easily seen from the front of the vehicle OR

(ii) the vehicle has been recorded by the hand held device as having a valid virtual waiver certificate in which case no certificate needs to be displayed on the vehicle.

PROVIDED THAT a Waiver Certificate may be cancelled at any time at the sole discretion of the Council and shall thereupon immediately cease to be valid and that a notification of such cancellation shall be sent by post to the holder of the certificate at any address which the Council believes to be that person's address and the certificate shall forthwith be surrendered to the Council.

### **Interval before a vehicle may again be left in such a parking place**

8. WITHOUT prejudice to the provisions of Article 14 no vehicle which has been taken away from a parking space (where such parking space is provided) in a shared use parking place identified on the plans during the permitted hours shall until the expiration of the period

of time as is identified on the key on the said plans from the time it was taken away again be left in that parking place during the permitted hours:

PROVIDED THAT nothing in this Article shall apply to -

(a) such vehicles

(i) as display in the manner specified in Articles 25 Article 29 or in paragraph (7) of Article 31 or Article 35 or Article 39 a valid permit issued in respect of that vehicle OR

(ii) as have been recorded by the hand held device as having a valid virtual permit in which case no parking permit needs to be displayed on the vehicle.

(b) a disabled person's vehicle which displays in the relevant position or in the prescribed manner a disabled person's badge issued by any local authority.

(c) such vehicles as display a valid waiver certificate issued by a person duly authorised by the Council to wait in accordance with the terms and conditions prescribed by the said certificate either –

(i) in a prominent position behind the windscreen so that it is facing forwards and can be entirely and easily seen from the front of the vehicle OR

(ii) the vehicle has been recorded by the hand held device as having a valid virtual waiver certificate in which case no certificate needs to be displayed on the vehicle.

PROVIDED THAT a Waiver Certificate may be cancelled at any time at the sole discretion of the Council and shall thereupon immediately cease to be valid and that a notification of such cancellation shall be sent by post to the holder of the certificate at any address which the Council believes to be that person's address and the certificate shall forthwith be surrendered to the Council.

#### **PART IV SUPPLEMENTARY PROVISIONS RELATING TO RESIDENTS' AND SHARED USE PARKING PLACES**

##### **Manner of standing/waiting in a parking place**

9. THE driver of a vehicle standing in a parking place during the permitted hours in accordance with the provisions of this Order or waiting in a parking place during the permitted hours in accordance with sub-paragraphs (1)(e) (f) (g) (h) (i) or (j) of Article 14 shall cause it so to stand or wait so that:

(a) in the case of a parking place in relation to which special provisions as to the manner of standing of a vehicle in that parking place are identified on the plans so as to be in accordance with those provisions.

(b) in the case of any other parking place specified in the third column of the table in the First Schedule to this Order other than those specified as a "zone" therein –

(i) if the said parking place is not in a one-way toad that the left or neat side or right or off side of the vehicle is parallel to the edge of the carriageway nearest to the vehicle or

(ii) if the said parking place is in a one-way road that the left or near side of the vehicle is adjacent to the left-hand edge of the carriageway or that the right or off side of the vehicle is adjacent to the right-hand edge of the carriageway and

(iii) that the distance between the edge of the carriageway and the nearest wheel of the vehicle is not more than 300 millimetres.

(c) in the case of any parking place specified in the third column of the table in the First Schedule to this Order and specified as a “zone” therein —

(i) that the vehicle does not obstruct in any way whatsoever the passing and re-passing of all traffic (including pedestrians) on the highway which comprises the parking place or any part thereof and

(ii) the vehicle is adjacent to the edge of the carriageway on the side of the highway on which the vehicle is waiting

(d) every part of the vehicle is within the limits of a parking space and/or a parking place.

(e) that no part of the vehicle obstructs any vehicular means of ingress to or egress from any premises adjacent to the side of the road on which the vehicle is waiting.

PROVIDED THAT in relation to paragraphs (b) and (d) of this Article any person causing or permitting a vehicle to wait in a parking place by virtue of the provisions of sub-paragraph (1)(e) (f) (g) (h) or (i) of Article 14 where if the length of the vehicle precludes compliance with these paragraphs that person shall cause the vehicle to wait so that the longitudinal axis of the vehicle is parallel to the edge of the carriageway nearest to the vehicle and the distance between the said edge and the nearest wheel of the vehicle is not more than 300 millimetres.

### **Alteration of position of a vehicle in a parking place**

10. WHERE any vehicle is standing in a parking place in contravention of the provisions of Article 9 a police constable in uniform or a civil enforcement officer or a person duly authorised by the Council may alter or cause to be altered the position of the vehicle in order that its position shall comply with those provisions.

### **Power to suspend the use of a parking place**

11. (1) A duly authorised civil enforcement officer or police constable in uniform or a Person under the instructions (whether general or specific) of the Chief Officer of Police or a person duly authorised by the Council may suspend the use of a parking place or any part thereof whenever he considers such suspension reasonably necessary:

(a) for the purpose of facilitating the movement of traffic or promoting its safety

(b) for the purpose of any building demolition or excavation operations the maintenance improvement or reconstruction of the highway or the cleansing of gullies in or adjacent to the parking place the laying erection alteration or repair in or adjacent to the parking place of any sewer or of any main pipe or apparatus for the supply of gas water or electricity or of any electronic communications apparatus or the placing maintenance or removal of any traffic sign.

(c) for the convenience of occupiers of premises adjacent to the parking place on any occasion of the removal of furniture to or from one office or dwelling-house adjacent to the parking place from or to a depository or another office or dwelling-house.

(d) on any occasion on which it is likely by reason of some special attraction that any road will be thronged or obstructed or

(e) for the convenience of occupiers of premises adjacent to the parking place at times of weddings or funerals or on other special occasions.

(2) Subject to paragraph (1) of this Article a police constable in uniform or a civil enforcement officer or any person duly authorised by the Council may suspend for not longer than twenty-four hours the use of a parking place or any part thereof whenever he considers such suspension reasonably necessary for the purpose of facilitating the movement of traffic or promoting its safety.

(3) On the suspension of the use of a parking place or any part thereof in accordance with the provisions of this Article the person authorising or causing such suspension shall place or cause to be placed in or adjacent to that parking place or that part thereof as the case may be a traffic sign or traffic signs indicating that the waiting by vehicles is prohibited.

(4) No person shall cause or permit any vehicle to wait in a parking place or part thereof during such period as there is in or adjacent to that parking place or that part thereof a traffic sign or traffic signs placed in pursuance of paragraph (3) of this Article:

PROVIDED THAT nothing in this paragraph shall apply -

(i) in respect of any vehicle being used for fire brigade ambulance or police purposes or any vehicle which is waiting for any reason specified in Article 14(1)(b) (d) or (e) or

(ii) to anything done with the permission of the person suspending the use of the parking place or part thereof in pursuance of paragraph (1) of this Article or a police constable in uniform or a civil enforcement officer acting in the exercise of lawful authority.

#### **Restriction on the use of a parking place or a vehicle in a parking place.**

12. DURING the permitted hours no person shall use any parking place or any vehicle while it is in a parking place in connection with the sale or offering or exposing for sale of any goods to any person in or near the parking place or in connection with the selling or offering for sale of their skill in handicraft or their services in any other capacity:

PROVIDED THAT nothing in this Article shall prevent the sale of goods from a vehicle:

(a) if the vehicle is one which may wait in a parking place in accordance with Article 4 or Article 6 and the goods are immediately delivered at or taken into premises adjacent to the vehicle from which the sale is effected or

(b) if the vehicle is one to which the provisions of Article 14(1)(h) applies.

13. THE driver of a motor vehicle using a parking place shall stop the engine as soon as the vehicle is in position in the parking place and shall not start the engine except when about to change the position of the vehicle in or to depart from the parking place.

#### **Restriction on waiting by a vehicle in a parking place**

14. (1) Notwithstanding the foregoing provisions of this Order any vehicle may wait during the permitted hours anywhere in any part of a parking place if the use of that part has not been suspended and if:

(a) the vehicle is waiting for a period not exceeding two minutes or such longer period as a police constable in uniform or a civil enforcement officer acting in accordance with lawful authority may approve to enable a person to board or alight from the vehicle or load thereon or unload therefrom their personal luggage:

PROVIDED THAT if the said person is a person suffering from any disability or injury which seriously impairs their ability to walk or who is blind the vehicle may wait for as long as may be necessary to enable that person to board or alight from the vehicle or load thereon or unload therefrom their personal luggage.

(b) the driver is being prevented from proceeding by circumstances beyond their control or to such waiting being necessary in order to avoid an accident.

(c) the vehicle is being used for fire brigade ambulance or police purposes or is being used in the service of a local authority in pursuance of statutory powers or duties provided that in all the circumstances it is reasonably necessary in the exercise of such powers or in the performance of such duties for the vehicle to wait in the place in which it is waiting.

(d) the vehicle is waiting only for so long as may be necessary to enable it to be used in connection with the removal of any obstruction to traffic.

(e) the vehicle is waiting:

(i) while postal packets addressed to premises adjacent to the parking place in which the vehicle is waiting are being unloaded from the vehicle or having been unloaded therefrom are being delivered or

(ii) while postal packets are being collected from premises or posting boxes adjacent to the parking place in which the vehicle is waiting or having been so collected are being loaded thereon.

(f) the vehicle is waiting only for so long as may be reasonably necessary to enable it to be used for any purpose specified in Article 11 (1)(b).

(g) the vehicle is in actual use in connection with the removal of furniture to or from one office or dwelling-house adjacent to the parking place in which the vehicle is waiting from or to a depository or another office or dwelling-house.

(h) in any other case the vehicle is waiting for the purpose of delivering or collecting goods or loading or unloading the vehicle at premises adjacent to the parking place in which the vehicle is waiting and the vehicle does not wait for such purpose for more than twenty minutes or for such longer period as a police constable in uniform or a civil enforcement officer may approve or

(i) the vehicle is displaying a valid waiver certificate issued by a person duly authorised by the Council to wait in accordance with the terms and conditions prescribed by the said certificate either –

(1) in a prominent position behind the windscreen so that it is facing forwards and can be entirely and easily seen from the front of the vehicle OR

(2) the vehicle has been recorded by the hand held device as having a valid virtual waiver certificate in which case no certificate needs to be displayed on the vehicle.

PROVIDED THAT a waiver certificate may be cancelled at any time at the sole discretion of the Council and shall thereupon immediately cease to be valid and that a notification of such cancellation shall be sent by post to the holder of the certificate at any address which the Council believes to be that person's address and the certificate shall forthwith be surrendered to the Council.

(2) No charge shall be payable in respect of any vehicle waiting in a residents' parking place or a shared use parking place in accordance with the foregoing provisions of this Article and a valid parking permit need not be displayed on that vehicle.

(3) Except as provided by this Order the driver or person in charge of a vehicle shall not cause or permit a vehicle to wait in a parking place during the permitted hours.

### **Movement of a vehicle in a parking place in an emergency**

15. ANY person duly authorised by the Council a police constable in uniform or a civil enforcement officer may move or cause to be moved in case of emergency to any place he thinks fit any vehicle left unattended in a parking place.

### **Removal of a vehicle from a parking place**

16. (1) When a vehicle is left in a parking place in contravention of any of the provisions contained in this Order a person authorised in that behalf by the Council or a police constable in uniform or a civil enforcement officer may remove the vehicle or arrange for it to be moved from that parking place.

BUT PROVIDED THAT civil enforcement officers shall not exercise the powers in this Article other than in accordance with the 1986 Regulations.

(2) Where it appears to the Council or a police constable in uniform that a vehicle left in a parking place has been abandoned a civil enforcement officer or a police constable in uniform may in such manner as they consider necessary for the purpose remove the vehicle or arrange for it to be moved from that parking place:

PROVIDED THAT where the Council or a police constable in uniform propose to move such a vehicle which in the opinion of the Council or the Chief Constable is in such a condition that it ought to be destroyed then they shall not less than twenty-four hours before removing it cause to be affixed to the vehicle a notice stating that they propose to remove it for destruction at the end of that period.

17. WHEN a person authorised by the Council or a police constable in uniform or a civil enforcement officer removes or makes arrangements for the removal of a vehicle from a parking place by authority of Article 16 he shall except in the case of a vehicle which in the opinion of the Council or the Chief Constable is in such condition that it ought to be destroyed make such arrangements as may be deemed reasonably necessary for the safe custody of the vehicle.

### **Charges for the removal and storage of a vehicle from a parking place**

18. WHERE a vehicle is removed by the Council or a police constable in uniform from a parking place in pursuance of Article 16 there shall be payable to the Council or the Chief Constable pursuant to Section 102 of the Act and the Removal, Storage and Disposal of Vehicles (Prescribed Sums and Charges etc.) Regulations 2008 charges for the removal storing and disposal of the said vehicle in accordance with the provisions of the said Regulations.

## **Placing of traffic signs etc**

19. THE Council shall -

(a) place and maintain a traffic sign or traffic signs indicating the limits of a parking space and/or each parking place and

(b) place and maintain in or in the vicinity of each parking place referred to in

(i) Article 3 of this Order a traffic sign or traffic signs indicating that such parking place may be used during the permitted hours for the leaving only of the vehicles specified in Article 4 and

(ii) Article 5 of this Order a traffic sign or traffic signs indicating that such parking place may be used during the permitted hours for the leaving only of the vehicles specified in Article 6 and -

(c) carry out such other work as is reasonably required for the purposes of the satisfactory operation of a parking place.

## **PART V PARKING PERMITS SECTION I - RESIDENTS' PARKING PERMITS**

### **Application for and issue of a resident's parking permit**

20. (1) (a) Any resident who is the owner of a vehicle of the following class that is to say a passenger vehicle or a goods vehicle or a motor cycle or who uses the vehicle with the permission of the owner of such a vehicle on a regular basis in the course of their employment may apply to the Council in accordance with the following provisions for the issue to him of a resident's parking permit or a virtual resident's parking permit in respect of that vehicle.

(b) The number of residents' parking permits that may be issued by the Council in respect of each separate place of abode shall be calculated as the sum of the number of vehicles registered to residents therein minus the total number of off-street parking spaces available to that place of abode.

(c) Any childcare parking permit shall be included in the calculation herein of a resident's entitlement to a resident's parking permit as though it was a resident's parking permit.

PROVIDED that where the Council is of the opinion that the off street parking space is large enough for the leaving of a motor car or goods vehicle or any number of those vehicles or a combination thereof but cannot be used for that purpose due to alternative use being made of that space by any member of the household then the Council may count the number of such off-street parking spaces in the calculation for the total number of residents' parking permits to be issued to any resident of that particular place of abode.

(2) At premises where there is more than one resident, applications from the residents will be treated on the basis that paragraph (1) of Article 20 shall apply to the first resident who applies.

(3) The Council may at any time require an applicant for a parking permit or any parking permit holder to produce to an officer of the Council such evidence in respect of an application

for a parking permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any parking permit issued by them to that person as they may reasonably call for to verify that the parking permit is valid.

(4) Upon receipt of an application duly made -

(a) under the provisions of paragraph (1) of this Article in respect of the first nominated vehicle the Council upon being satisfied that the applicant is a resident and is the owner of a vehicle of the classes specified in paragraph (1) of this Article may in its absolute discretion issue to the applicant therefor one parking permit the parking permit being for the leaving without time limit during the permitted hours in such residents' parking place or shared use parking place within the lengths of roads in column 3 of the table forming the First Schedule as relates to the usual place of abode of the applicant as indicated in column 2 of the said table of the vehicle to which such parking permit relates by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward.

(b) under the provisions paragraph (1) of this Article in respect of the second or other subsequent nominated vehicle (where applicable) the Council upon being satisfied that the applicant is a resident and is the owner of a vehicle of the classes specified in paragraph (1) of this Article may in its absolute discretion issue to the applicant therefor one parking permit the parking permit being for the leaving without time limit during the permitted hours in such residents' parking place or shared use parking place in the lengths of roads in column 3 of the table forming the First Schedule as relates to the usual place of abode of the applicant as indicated in column 2 of the said table by the owner of such vehicle or by any person using such vehicle with the consent of the owner other than a person to whom such vehicle has been let for hire or reward.

(5) Notwithstanding the foregoing provisions of paragraph (1) of this Article the Council shall not in any circumstances issue a parking permit to any resident which would be valid for any period during which any other parking permit issued to that resident by the Council for the leaving of a vehicle in a street parking place pursuant to the provisions of any other enactment is valid.

(6) If the Council is either unable or decides not to issue a parking permit to an applicant therefor any remittance paid shall be refunded to the said applicant.

(7) The fee payable to the Council in respect of a resident's parking permit issued pursuant to paragraph (4) of this Article shall be such sums as are specified in the Second Schedule to this Order in respect of such nominated vehicle indicated therein which subject to the provisions of this Order shall be valid for a period of twelve months running from any day of the month on which the parking permit first becomes valid and such fee shall apply from the date indicated in the relevant column therein.

(8) It is hereby stated by the Council that –

(a) the issuing of a parking permit to a parking permit holder does not guarantee that any parking space within the residents' parking place or shared use parking place will be available for use by the parking permit holder aforesaid during the permitted hours and

(b) the parking permit remains at all times whilst it is issued to a parking permit holder the property of the Council.



### **Surrender withdrawal and validity of parking permits**

21. (1) A parking permit holder may surrender a parking permit to the Council at any time and shall surrender it to the Council on the occurrence of any one of the events set out in paragraph (3) of this Article or in accordance with the provisions of paragraph (5) of this Article.

(2) The Council may by notice in writing served on a parking permit holder by sending the same by the recorded delivery service to that person at the address shown by that person on the application for the parking permit or at any other address believed to be that person's place of abode withdraw a parking permit if it appears to the Council that any one of the events set out in paragraph (3)(a) (b) (d) (e) (f) or (g) of this Article has occurred and that person shall surrender the parking permit to the Council within 48 hours of the receipt of the aforementioned notice.

(3) The events referred to in the foregoing provisions of this Article are -

(a) the parking permit holder ceasing to be a resident.

(b) the parking permit holder ceasing to be the owner of the vehicle in respect of which the parking permit was issued.

(c) the withdrawal of the parking permit by the Council under the provisions of paragraph (2) of this Article.

(d) the vehicle in respect of which the parking permit was issued being adapted or used in such a manner that it is not a vehicle of a class specified in paragraph (1) of Article 20.

(e) the parking permit having been obtained by fraud and/or deception or as a result of incorrect material information supplied by the applicant therefor.

(f) the parking permit bearing a letter other than that indicated by the Council pursuant to the provision of paragraph (1) of Article 2 relating to a parking permit.

(g) the issue of a duplicate parking permit by the Council pursuant to the provisions of Article 22.

(h) the parking permit ceasing to be valid pursuant to the provisions of paragraph (4) of this Article.

(4) Without prejudice to the foregoing provisions of this Article a parking permit shall cease to be valid at the expiration of the period stated thereon or on the occurrence of any one of the events set out in paragraph (3) of this Article whichever is the earlier.

(5) Where a parking permit is issued pursuant to paragraph (4) of Article 20 to any person upon receipt of a cheque and the cheque is subsequently dishonoured the parking permit shall cease to be of any effect and the Council shall by notice in writing served on the person to whom such parking permit was issued by sending the same by the recorded delivery service to him at the address shown by that person on the application for the parking permit or at any other address believed to be that persons place of abode require that person to surrender the parking permit to the Council within 48 hours of the receipt of the afore-mentioned notice.

### **Application for and issue of duplicate parking permits**

22. (1) If a parking permit is mutilated or torn or accidentally defaced or the figures or particulars thereon have become illegible or the colour of the parking permit has become altered by fading or otherwise the parking permit holder shall either surrender it to the Council or apply to the Council for the issue to him of a duplicate parking permit and the Council upon receipt of the parking permit shall issue a duplicate parking permit so marked and upon such issue the first mentioned parking permit shall become invalid.

(2) If a parking permit is lost or destroyed the parking permit holder may apply to the Council for the issue to him of a duplicate parking permit and the Council upon being satisfied as to such loss or destruction shall issue a duplicate parking permit so marked and upon such issue the first mentioned parking permit shall become invalid.

(3) The provisions of this Order shall apply to a duplicate parking permit and an application therefor as if it were a parking permit or as the case may be an application therefor.

(4) The charge for the issue of a duplicate parking permit shall be fifteen pounds for each duplicate parking permit issued pursuant to paragraph (1) or paragraph (2) of this Article.

**Application for the re-issue of a residents parking permit upon a change of vehicle with a different registration mark**

23. WHERE a resident or a parking permit holder applies for the issue of a further resident's parking permit due to that resident or that parking permit holder changing the vehicle in respect of which the original resident's parking permit was issued so that the original resident's parking permit no longer bears the registration mark of the vehicle in respect of which that original resident's parking permit was first issued under the provisions of paragraph (4) of Article 20 then the original resident's parking permit shall be surrendered to the Council and immediately a further resident's parking permit will be issued to that resident or parking permit holder bearing the registration mark of the new vehicle.

PROVIDED THAT there shall then be payable to the Council a sum of fifteen pounds for the issue of that further resident's parking permit which shall be valid for the remainder of the period stated on the original resident's parking permit under the provisions of paragraph (b) of Article 24.

**Form of parking permits**

24. A parking permit shall either –

(1) Be in writing and shall include the following particulars: -

(a) the registration mark of the vehicle in respect of which the parking permit has been issued and

(b) the period during which subject to the provisions of paragraph (4) of Article 21 the parking permit shall remain valid and

(c) an indication that the parking permit has been issued by the Council and

(d) the word "resident parking permit" and the appropriate letter identifying the roads or lengths of roads in which the permit is valid as indicated in Column 1 of the table in the First Schedule - OR

(2) Be a virtual resident's parking permit

## **Display of parking permits**

25. AT all times during which a vehicle of a class specified in Article 20 is left in a residents' parking place or a shared use parking place pursuant to the said Article during the permitted hours a valid residents' parking permit shall either -

(a) be displayed on the vehicle in respect of which it was issued on the front or near side of the vehicle so that all the particulars on the resident's parking permit are readily visible from the front or near side of the vehicle OR

(b) be a virtual parking permit that is recorded by the hand held device in respect of a vehicle

PROVIDED THAT in respect of a vehicle which is validated by the hand held device as having a valid virtual resident parking permit, no permit or needs to be displayed on that vehicle

AND PROVIDED THAT no such parking permit or virtual parking permit need be so displayed if the vehicle is waiting in such a parking place pursuant to the provisions of Article 14 or is displaying in the manner specified in Article 29 or paragraph (7) of Article 31 or Article 35 or Article 39 a valid parking permit issued in respect of that vehicle or is a disabled person's vehicle which displays in the relevant position or in the prescribed manner a disabled person's badge issued by any local authority.

## **Refund of fee paid in respect of a parking permit**

26. (1) A parking permit holder who surrenders a parking permit to the Council before the parking permit becomes valid shall be entitled to a refund of the fee paid in respect thereof.

(2) A parking permit holder who surrenders a parking permit to the Council after the parking permit has become valid shall be entitled to a refund of part of the charge paid in respect thereof calculated in accordance with the provisions of the next following paragraph.

(3) The part of the charge which is refundable under the provisions of the last foregoing paragraph shall be calculated as one-twelfth of the sum paid in respect thereof in respect of each complete month of the period specified thereon as the period during which it shall be valid which remains unexpired at the time when the permit is surrendered to the Council.

## **SECTION II - RESIDENTS' VISITORS' PARKING PERMITS**

### **Application for and issue of a resident's visitor's parking permit**

27. (1) Any resident may apply to the Council for the issue of a resident's visitor's parking permit or virtual resident's visitor's parking permit for the leaving without time limit or limited to two hours as the case may be during the permitted hours in a parking space (where such parking space is provided) in a residents' parking place or a shared use parking place of a vehicle of a class referred to in paragraph (1) of Article 20 owned by and/or being used by a visitor and any application for such a resident's visitor's parking permit or virtual permit shall be made on a form issued by and obtainable from the Council and shall include the particulars and information required by such form to be supplied and shall be accompanied by a remittance for the appropriate fee in respect of a resident's visitor's parking permit or virtual permit hereinafter specified.

(2) The Council may at any time require an applicant for a resident's visitor's parking permit or any resident's visitor's parking permit holder to produce to an officer of the Council such evidence in respect of an application for a resident's visitor's parking permit made to

them as they may reasonably call for to verify any particulars or information given to them or in respect of any resident's visitor's parking permit issued by them to that person as they may reasonably call for to verify that the resident's visitor's parking permit is valid.

(3) Upon receipt of an application duly made under the foregoing provisions of this Article and the appropriate fee specified in paragraph (6) of this Article the Council upon being satisfied that the applicant is a resident may in its absolute discretion issue to the applicant therefor one resident's visitor's parking permit the parking permit aforesaid being for the leaving without time limit or limited to two hours as the case may be during the prescribed hours in a parking space (where such parking space is provided) in any residents' parking place or shared use parking place indicated in column 3 of the table in the First Schedule as relates to the usual place of abode of the applicant as indicated in column 2 of the said table of a vehicle owned by and/or being used by a person visiting the applicant therefor.

PROVIDED THAT subject to the provisions of paragraph (4) of this Article the Council may in its absolute discretion limit the number of residents' visitors' parking permits that are issued at any one time in respect of a particular place of abode and may require the production and/or surrender of a used residents' visitor's parking permit or used residents' visitors' parking permits before issuing a further such permit.

(4) Subject to the provisions contained in paragraph (3) of this Article the number of residents' visitors parking permits issued in respect of each separate place of abode shall not exceed one hundred and fifty in each calendar year and two hundred and fifty two-hour residents' visitors' parking permits in each calendar year.

PROVIDED THAT this paragraph shall have effect subject to the proviso that in certain exceptional circumstances the number of residents' visitor's parking permits issued in respect of each separate place of abode may exceed one hundred and fifty in each calendar year and two hundred and fifty two-hour residents' visitors' parking permits with no upper limit on the number of such permits so issued provided that in each case the exceptional circumstances referred to above are met and/or fully complied with.

(5) If the Council is either unable or decides not to issue a resident's visitor's parking permit to an applicant therefor any remittance paid shall be refunded to the said applicant.

(6) The fee referred to in paragraph (3) of this Article payable to the Council in respect of –

(i) a resident's visitor's parking permit shall be £2 for each such parking permit and that the resident's visitor's parking permit shall be valid for a period of one day only.

(ii) a two-hour resident's visitor's parking permit shall be £1 for each such parking permit and that the two-hour resident's visitor's parking permit shall be valid for a period of two hours only.

(7) No refund shall be payable by the Council in respect of any unused residents' visitors' parking permits or any such parking permits which are or have been lost or destroyed by the resident to whom those residents' visitors' parking permits have been issued or which residents' visitors' parking permits have been mutilated or torn or accidentally defaced in any way whatsoever whilst those residents' visitors' parking permits have been issued to a resident and are actually held by that resident for the time being.

(8) For the avoidance of doubt it is hereby stated by the Council that –

- (a) the issuing of a resident's visitor's parking permit to a resident does not guarantee that any parking space within the residents' parking place or shared use parking place will be available for use by the visitor to that resident during the permitted hours and
- (b) the resident's visitor's parking permit remains at all times whilst it is issued to the resident the property of the Council.

### **Form of residents' visitor's parking permits**

28. A resident's visitor's parking permit shall either –

- (a) be in writing and shall include the following particulars -
  - (i) a space for the insertion of the registration mark of the vehicle on which the resident's visitor's parking permit is to be displayed on and used
  - (ii) an indication that the resident's visitor's parking permit has been issued by the Council
  - (iii) a figure stating the number of the resident's visitor's parking permit
  - (iv) in accordance with column 1 of the table forming the First Schedule the letter indicating the Area for which resident's visitor's parking permit applies
  - (v) a space for the insertion of a set of figures and/or words indicating the days of the month and the calendar year when the resident's visitor's parking permit may be used
- (b) and in the case of a two-hour resident's visitor's parking permit a space for the insertion of the time of the commencement of waiting by the said vehicle in the parking place OR
- (c) be a virtual parking permit.

### **Display of residents' visitors' parking permits**

29. AT all times during which a vehicle of a class referred to in Article 20(1) is left in a parking place during the permitted hours in accordance with the Article 27 a valid resident's visitor's parking permit shall either –

- (a) be displayed on the vehicle in respect of which it is to be used on the front or near-side of the vehicle so that all the particulars on the resident's visitor's parking permit are readily visible from the front or near-side of the vehicle OR
- (b) be a virtual resident's visitor's parking permit that is recorded by the hand held device in respect of a vehicle.

PROVIDED THAT a vehicle is validated by the hand held device as having a valid virtual resident's visitor's parking permit no permit needs be displayed on that vehicle.

AND PROVIDED THAT no such resident's visitor's parking permit or virtual resident's visitor's parking permit is required if the vehicle is waiting in a residents only or shared use parking place pursuant to the provisions of Article 14 or is displaying in the manner specified in Article 25 or paragraph (7) of Article 31 or Article 35 or Article 39 a valid parking permit issued in respect of that vehicle or is a disabled person's vehicle which is displaying in the relevant position or in the prescribed manner a disabled person's badge issued by any local authority.

### **Validation of residents' visitors' parking permits**

30. A resident's visitor's parking permit shall be validated by the resident to whom it has been issued or by the visitor by whom it is to be used by indicating by whatever means provided on that resident's visitor's parking permit the date of the day of the month and the year on which that resident's visitor's parking permit is to be used and by marking on the resident's visitor's parking permit the registration mark of the vehicle in respect of which that resident's visitor's parking permit is to be used and in the case of a two-hour resident's visitor's parking permit the time of the commencement of waiting by the said vehicle in the parking place.

PROVIDED THAT where validation of the permit is required to be written such validation shall be completed in permanent pen.

AND PROVIDED THAT where a virtual parking permit is validated by the hand held device no such resident's visitor's parking permit is required to be displayed.

### **SECTION III — OPERATIONAL PARKING PERMITS**

#### **Application for and issue of an operational parking permit**

31. (1) ANY person falling within the definition of medical personnel or community care personnel in Paragraph (1) of Article 2 of this Order may apply to the Council for the issue of an operational parking permit for the leaving during the permitted hours of either a passenger vehicle or a goods vehicle or a motor cycle and belonging to or being used by a person visiting a resident whose usual place of abode is at premises the postal address of which is specified in Column 2 of the table forming the First Schedule in the course of medical or community care duties at those premises and any such application shall be made in accordance with formal guidance issued by and obtainable from the Council and shall include the particulars and information required by such guidance to be supplied and the Council may in its absolute discretion issue an operational parking permit to such categories of medical or community care personnel.

(2) THE Council may at any time require an applicant therefor or an operational parking permit holder to produce to an officer of that Council such evidence in respect of an application for an operational parking permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any operational parking permit issued by them to that person as they may reasonably call for to verify that the operational parking permit is valid.

(3) UPON receipt of an application duly made under the foregoing provisions of this Article and upon being satisfied that the applicant is employed as one of the specific categories of medical or community care personnel and is either the owner of either a passenger vehicle or a goods vehicle or a motor cycle or a person authorised by the owner of such a vehicle the Council may in its absolute discretion issue to the applicant therefor one operational parking permit for the leaving without time limit and free of charge during the permitted hours in a residents' parking place or shared use parking place in any road or length of road indicated in column 3 of the table in the First Schedule as relates to the usual place of abode of the applicant as indicated in column 2 of the said table of a vehicle belonging to or being used by medical or community care personnel visiting a resident in the course of their duties.

(4) IN any respect not specifically mentioned in paragraphs (1), (2), (3), (5) and (6) of this Article the procedure validity and terms of use of an operational parking permit shall be the

same as the procedure validity and terms of use of a resident's parking permit and this Paragraph shall be construed accordingly.

- (5) NO charge shall be payable in respect of an operational parking permit which subject to the provisions of this Order shall be valid for a period of twelve months.
- (6) An operational parking permit shall either —
  - (a) be in writing and shall include the following particulars:
    - (i) the registration mark of the vehicle in respect of which the operational parking permit has been issued.
    - (ii) the period during which the operational parking permit shall remain valid.
    - (iii) an indication that the operational parking permit has been issued by the Council.
    - (iv) the words operational parking permit" and an indication of which area to which the permit shall apply OR
  - (b) apply to a vehicle that has been recorded by the hand held device as having a valid virtual operational parking permit.
- (7) AT all times during which a vehicle of a class specified in Paragraph (1) of this Article is left in any resident only parking place or shared use parking place identified in the plans during the permitted hours pursuant to this Article a valid operational parking permit shall either —
  - (a) be displayed on the vehicle in respect of which it was issued on the front or nearside of the vehicle so that all the particulars on the parking permit are readily visible from the front or nearside of the vehicle OR
  - (b) be a virtual operational parking permit that is recorded by the hand held device in respect of the vehicle.

PROVIDED THAT a vehicle is validated by the hand held device as having a valid virtual operational parking permit, no permit needs be displayed on that vehicle

AND PROVIDED THAT no such operational parking permit or virtual parking permit is required if the vehicle is waiting in such a parking place pursuant to the provisions of Article 14 or is displaying in the manner specified in Article 25 or Article 29 or Article 35 or Article 39 a valid parking permit issued in respect of that vehicle or is a disabled person's vehicle which is displaying in the relevant position or in the prescribed manner a disabled person's badge issued by any local authority.

#### **SECTION IV—CARERS' PARKING PERMITS**

##### **Application for and issue of a carer's parking permit**

- 32. (1) ANY person—
  - (a) who is resident or ordinarily resident at any premises the postal address of which is in the roads and lengths of roads specified and described in Column 2 of the table in the First Schedule and

- (b) is housebound and
- (c) in need of regular short term visits from carers or community care personnel

may apply to the Council for the issue of a carer's parking permit or a virtual carer's parking permit for the leaving in any residents only parking place or any shared use parking place situated within Resident Area Specified in column 3 of the table in the First Schedule during the permitted hours of either a passenger vehicle or goods vehicle or motor cycle and belonging to or being used by a person visiting that resident at those premises to carry out carer's duties and any such application shall be made either electronically or on a form issued by and obtainable from the Council and shall include the particulars and information required to be supplied and the Council may in its absolute discretion issue a carer's parking permit to such carers or community care personnel.

(2) THE Council may at any time require an applicant for a carer's parking permit or a carer's parking permit holder to produce to an officer of that Council such evidence in respect of an application for a carer's parking permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any carer's parking permit issued by them to that person as they may reasonably call for to verify that the carer's parking permit is valid.

(3) UPON receipt of an application duly made under the foregoing provisions of this Article and upon being satisfied that the applicant is housebound and in need of such short term visits by carers or community care personnel and that the carer or the community care personnel is or are either the owner of either a passenger vehicle or goods vehicle or motor cycle or a person authorised to use such a vehicle by the owner thereof the Council may in its absolute discretion issue to the applicant therefor one carer's parking permit for the leaving without time limit and free of charge during the permitted hours in any parking space (where such parking space is provided) in any residents' parking place or shared use parking place in a road or length of road in column 3 of the table in the First Schedule as relates to the usual place of abode of the applicant as indicated in column 2 of the said table of a vehicle belonging to or being used by a person visiting that resident as a carer or as community care personnel in the course of their duties.

PROVIDED THAT the carer's parking permit is only valid in respect of any resident's premises that are situated in the roads or parts of the roads specified and described in the appropriate section of the First Schedule.

(4) IN any respect not specifically mentioned in paragraphs (1), (2) and (3) of this Article and Articles 33 to 36 the procedure validity and terms of use of a carer's parking permit shall be the same as the procedure validity and terms of use of a residents' parking permit and this paragraph shall be construed accordingly.

#### **No charge in respect of a carer's parking permit**

33. NO charge shall be payable in respect of a carer's parking permit which subject to the provisions of this Order shall be valid for a period of twelve months.

#### **Form of carer's parking permit**

34. A carer's parking permit shall either —
- (a) be in writing and shall include the following particulars —
    - (i) a serial number identifiable in the office of issue.



- (ii) the words "CARER"
- (iii) the period during which the carer's parking permit shall remain valid.
- (iv) an indication that the carer's parking permit has been issued by the Council.
- (v) the words "Resident Area" and the letter of the Resident Area indicated in column 1 of the First Schedule OR
- (b) be a virtual parking permit.

### **Display of carer's parking permit**

35. AT all times during which a passenger vehicle or a goods vehicle which is being used for the purposes specified in paragraph (1) of Article 32 is left in a residents' only parking place or shared use parking place identified on the plans during the permitted hours a valid carer's parking permit shall either:

- (a) be displayed on the vehicle in respect of which it is to be used on the front or near-side of the vehicle so that all the particulars on the carer's parking permit are readily visible from the front or near-side of the vehicle OR
- (b) be a virtual parking permit that is recorded by the hand held device in respect of a vehicle

PROVIDED THAT a vehicle is validated by the hand held device as having a valid virtual carer's parking permit, no permit needs be displayed on that vehicle.

AND PROVIDED THAT no such carer's parking permit or virtual parking permit is required if the vehicle is waiting in such a parking place pursuant to the provisions of Article 14 or is displaying in the manner specified in Articles 25 or Article 29 or paragraph (7) of Article 31 or Article 39 a valid parking permit issued in respect of that vehicle or is a disabled person's vehicle which is displaying in the relevant position or in the prescribed manner a disabled person's badge issued by any local authority.

## **SECTION V – CHILDCARE PARKING PERMITS**

### **Application for and issue of a childcare parking permit**

36. (1) ANY person –
- (a) who is resident or ordinarily resident at any premises the postal address of which is in the roads and lengths of roads specified and described in column 2 of the table forming the First Schedule and
  - (b) who receives regular visits from another person for the purpose of childcare pursuant to a contract of employment may apply to the Council for the issue of a childcare parking permit or virtual childcare parking permit for the leaving in any residents' only parking place or shared use parking place situated within the lengths of roads specified in the column 3 of the table forming the First Schedule and identified on any of the plans during the permitted hours of either a passenger vehicle or goods vehicle or motor cycle and belonging to or being used by a person visiting that resident at those premises to carry out childcare duties and any such application shall be made either electronically or on a form issued by and obtainable from the

Council and shall include the particulars and information required to be supplied and the Council may in its absolute discretion issue a childcare parking permit to such resident.

(2) THE Council may at any time require an applicant for a childcare parking permit or a childcare parking permit holder to produce to an officer of that Council such evidence in respect of an application for a childcare parking permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any childcare parking permit issued by them to that person as they may reasonably call for to verify that the childcare parking permit is valid.

(3) UPON receipt of an application duly made under the foregoing provisions of this Article and upon being satisfied that the applicant is in need of such visits by a childcare provider who is or are either the owner of either a passenger vehicle or goods vehicle or a motor cycle or a person authorised to use such a vehicle by the owner thereof the Council may in its absolute discretion issue to the applicant therefor one childcare parking permit for the leaving without time limit during the permitted hours in any residents' only parking place or shared use parking place situated within the lengths of roads specified in column 3 of the table forming the First Schedule and identified on any of the plans of a vehicle belonging to or being used by a person visiting that resident in the course of their duties.

PROVIDED THAT the childcare parking permit is only valid in respect of any resident's premises that are situated in the roads or parts of the roads specified and described in Column 2 of the table forming the First Schedule.

(4) IN any respect not specifically mentioned in paragraphs (1), (2) and (3) of this Article and Articles 36 and 37 and 39 the procedure validity and terms of use of a childcare parking permit shall be the same as the procedure validity and terms of use of a residents' parking permit and this paragraph shall be construed accordingly.

#### **Fee to be paid in respect of a childcare parking permit**

37. The fee payable in respect of a childcare parking permit shall be as specified in the Third Schedule to this Order and the childcare permit shall be taken into account when making the calculation in accordance with the charges specified in the Third Schedule which subject to the provisions of this Order shall be valid for a period of twelve months.

#### **Form of childcare parking permit**

38. A childcare parking permit shall either –

(1) be in writing and shall include the following particulars –

(i) a serial number identifiable in the office of issue

(ii) the word "CHILDCARE"

(iii) the period during which the carer's parking permit shall remain valid

(iv) an indication that the childcare parking permit has been issued by the Council

(v) the appropriate letter or number identifying the roads or lengths of roads in which the permit is valid OR

(2) be a virtual childcare parking permit

### **Display of childcare parking permit**

39. AT all times during which a passenger vehicle or a goods vehicle or a motor cycle which is being used for the purposes specified in paragraph (1) of Article 36 is left in a residents' only parking place or shared use parking place within the lengths of roads specified in column 3 of the table forming the First Schedule and identified on the plans during the permitted hours a valid childcare parking permit shall be displayed on the vehicle in respect of which it is to be used on the front or near-side of the vehicle so that all the particulars on the childcare parking permit are readily visible from the front or near-side of the vehicle.

PROVIDED THAT a vehicle is validated by the hand held device as having a valid virtual childcare parking permit no permit needs be displayed on that vehicle

AND PROVIDED THAT no such parking permit need be so displayed if the vehicle is waiting in that parking place pursuant to the provisions of Article 14 or is displaying in the manner specified in Article 25 or Article 29 or paragraph (7) of Article 31 or Article 35 a valid parking permit issued in respect of that vehicle or is a disabled person's vehicle which displays in the relevant position or in the prescribed manner a disabled person's badge issued by any local authority.

## **PART VI GENERAL**

### **Saving with respect to the parking place**

40. INSOFAR as any provision contained in PART II or PART III conflicts with a provision which is contained in any other enactment existing at the time when this Order comes into operation and which imposes or has the effect of imposing any restriction or prohibition on –

- (a) the waiting loading or unloading by vehicles and/or
- (b) the delivering or collecting of goods by vehicles, or
- (c) grants an exemption from any such restriction or prohibition

- then the provisions contained in PART II or PART III as applicable shall prevail.

### **Saving with respect to other enactments**

41. SUBJECT to the provisions contained in Article 40 the prohibitions restrictions and requirements imposed by this Order are in addition to and not in derogation of any prohibition restriction or requirement imposed by any other enactment and any exception or exemption from the provisions of this Order is without prejudice to the provisions of any other enactment

## **PART VII REVOCATION**

### **Revocation**

42. WITHOUT prejudice to the validity of anything done or to any liability incurred in respect of any act or omission before the coming into force of this Order the Orders specified in the Fourth Schedule to this Order are hereby revoked in their entirety.

**FIRST SCHEDULE  
ROADS OR PARTS OF ROADS IN SPELTHORNE FOR THE PURPOSE OF  
THE ISSUE OF RESIDENTS' PARKING PERMITS**

COLUMN 1	COLUMN 2	COLUMN 3
<b>Area (shown on permit)</b>	<b>Roads or parts of roads for the purpose of definition of "resident"</b>	<b>Roads in which residents are entitled to park within marked and/or signed parking spaces and/or parking place with appropriate permit</b>
A	George Street Station Path (Nos.1-10 inclusive) (Staines-Upon Thames)	George Street (Staines-Upon-Thames)
B	Lammas Close, Nos 4-37 inclusive Claremont Villas, Moor Lane, Nos. 1 and 2 Great Western Cottages, Moor Lane, Nos. 1, 2, 3 and 4 Perivale Villas, Moor Lane, Nos. 1 and 2 (Staines-Upon-Thames)	Lammas Close (Staines-Upon-Thames) - Zone
C	Waters Drive Plover Close Robin Way Kingfisher Drive Swallow Close Kestrel Avenue Hawkesway Lark Avenue (Staines-Upon-Thames)	Waters Drive Plover Close Robin Way Kingfisher Drive Swallow Close Kestrel Avenue Hawkesway Lark Avenue (Staines-Upon-Thames)
D	Prospect Place (Staines-Upon-Thames)	Prospect Place (Staines-Upon-Thames) - Zone
E	Church Street, any residential property between its north-westerly junction with Wraysbury Road and its junction with Bridge Street including The Maltings and Cambria Court Island Close Church Island (Staines-Upon-Thames)	Church Street, between its north-westerly junction with Wraysbury Road and its junction with Bridge Street (Staines-Upon-Thames)
		Island Close (Staines-Upon-Thames) - Zone

F	Horton Road D6365, cul-de-sac section (Stanwell Moor)	Horton Road D6365 cul-de-sac section (Stanwell Moor) - Zone
G	Silverdale Court (Staines-Upon-Thames)	Silverdale Court (Staines-Upon-Thames) - Zone
H	Victoria Road Moor Lane – from “Four Corners” to No.10; Mede Court (inclusive) Meadow Court (Staines-Upon-Thames)	Victoria Road (including King Acre Court) (Staines-Upon-Thames) - Zone
		Moor Lane (Staines-Upon-Thames)

**SECOND SCHEDULE  
COST OF RESIDENTS' PERMITS AND CHILDCARE PERMITS**

Type of Permit	Date From			
	1 November 2022	1 January 2024	1 January 2026	1 January 2028
<b>RESIDENT'S PERMIT / CHILDCARE PERMIT</b>				
<b>1<sup>st</sup> Nominated Vehicle</b>	£80	£84	£88	£92
<b>2<sup>nd</sup> Nominated Vehicle</b>	£100	£104	£108	£112
<b>3<sup>rd</sup> or Subsequent Nominated Vehicle</b>	£130	£134	£138	£142

**THIRD SCHEDULE  
LIST OF PLANS**

Drawing No.	Date Drawn	Revision	Date Revised	Revision	Date Revised	Revision	Date Revised
3282/SPEL 0100	03/24						
3282/SPEL 0101	03/24						
3282/SPEL 0102	03/24						
3282/SPEL 0103	03/24						

3282/SPEL 0104	03/24						
3282/SPEL 0105	03/24						
3282/SPEL 0106	03/24						
3282/SPEL 0107	03/24						
3282/SPEL 0108	03/24						
3282/SPEL 0109	03/24						
3282/SPEL 0110	03/24						
3282 SPEL 0111	03/24						
3282/SPEL 0112	03/24						
3282/SPEL 0113	03/24						
3282/SPEL 0114	03/24						
3282/SPEL 0115	03/24						
3282/SPEL 0116	03/24						
3282/SPEL 0117	03/24						
3282 SPEL 0118	03/24						
3282/SPEL 0119	03/24						
3282/SPEL 0120	03/24						
3282/SPEL 0121	03/24						
3282 SPEL 0122	03/24						
3282/SPEL 0123	03/24						
3282/SPEL 0124	03/24						
3282/SPEL 0125	03/24						
3282/SPEL 0126	03/24						
3282/SPEL 0127	03/24						
3282/SPEL 0128	03/24						
3282 SPEL 0129	03/24						
3282/SPEL 0130	03/24						
3282/SPEL 0131	03/24						
3282 SPEL 0132	03/24						
3282/SPEL 0133	03/24						
3282/SPEL 0134	03/24						
3282/SPEL 0135	03/24						
3282/SPEL 0136	03/24						
3282/SPEL 0137	03/24						
3282/SPEL 0138	03/24						
3282 SPEL 0139	03/24						
3282/SPEL 0140	03/24						
3282/SPEL 0141	03/24						
3282 SPEL 0142	03/24						
3282/SPEL 0143	03/24						
3282/SPEL 0144	03/24						
3282/SPEL 0145	03/24						
3282/SPEL 0146	03/24						
3282/SPEL 0147	03/24						
3282/SPEL 0148	03/24						
3282 SPEL 0149	03/24						
3282/SPEL 0150	03/24						
3282/SPEL 0151	03/24						
3282 SPEL 0152	03/24						
3282/SPEL 0153	03/24						
3282/SPEL 0154	03/24						
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3282/SPEL 0157	03/24						
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3282 SPEL 0159	03/24						
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3282 SPEL 0162	03/24						
3282/SPEL 0163	03/24						
3282/SPEL 0164	03/24						
3282/SPEL 0165	03/24						
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3282/SPEL 0167	03/24						
3282/SPEL 0168	03/24						
3282 SPEL 0169	03/24						
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3282/SPEL 0171	03/24						
3282 SPEL 0172	03/24						
3282/SPEL 0173	03/24						
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3282/SPEL 01105	03/24						
3282/SPEL 01106	03/24						
3282/SPEL 01107	03/24						
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3282/SPEL 01109	03/24						

3282/SPEL 01110	03/24						
3282/SPEL 01111	03/24						
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3282/SPEL 01118	03/24						
3282/SPEL 01119	03/24						
3282/SPEL 01120	03/24						
3282/SPEL 01121	03/24						
3282/SPEL 01122	03/24						
3282/SPEL 01123	03/24						
3282/SPEL 01124	03/24						
3282/SPEL 01125	03/24						
3282/SPEL 01126	03/24						
3282/SPEL 01127	03/24						
3282/SPEL 01128	03/24						
3282/SPEL 01129	03/24						
3282/SPEL 01130	03/24						
3282/SPEL 01131	03/24						
3282/SPEL 01132	03/24						
3282/SPEL 01133	03/24						
3282/SPEL 01134	03/24						

**FOURTH SCHEDULE  
LIST OF REVOCATIONS**

1. The Surrey County Council (Various Roads in the Borough of Spelthorne) (Amendment to Parking Permits) Order 2022
2. The Surrey County Council Prospect Place (D3287) Staines-Upon-Thames in the Borough of Spelthorne (Permit Holders' On-Street Parking Place) (Permit Zone) Order 2014 (Amendment No. 8) Order 2023
3. The Surrey County Council Prospect Place (D3287) Staines-Upon-Thames in the Borough of Spelthorne (Permit Holders' On-Street Parking Place) (Permit Zone) Order 2014 (Amendment No.7) Order 2022
4. The Surrey County Council Prospect Place (D3287) Staines-Upon-Thames in the Borough of Spelthorne (Permit Holders' On-Street Parking Place) (Permit Zone) Order 2014 (Amendment No.6) Order 2020
5. The Surrey County Council (Prospect Place (D3287) Staines-Upon-Thames in the Borough of Spelthorne) (Permit Holders' On-Street Parking Place) (Permit Zone) Order 2014) (Amendment No.5) Order 2019



6. The Surrey County Council (Prospect Place (D3287) Staines-Upon-Thames in the Borough of Spelthorne) (Permit Holders' On-Street Parking Place) (Permit Zone) Order 2014) (Amendment No.4) Order 2018
7. The Surrey County Council (Prospect Place (D3287) Staines-Upon-Thames in the Borough of Spelthorne) (Permit Holders' On-Street Parking Place) (Permit Zone) Order 2014) (Amendment No.3) Order 2017
8. The Surrey County Council (Prospect Place (D3287) Staines-Upon-Thames in The Borough of Spelthorne) (Permit Holders' On-Street Parking Place) (Permit Zone) Order 2014) (Amendment No. 2) Order 2016
9. The Surrey County Council (Prospect Place (D3287) Staines-Upon-Thames in the Borough of Spelthorne) (Permit Holders' On-Street Parking Place) (Permit Zone) Order 2014) (Amendment No.1) Order 2015
10. The Surrey County Council Prospect Place (D3287) Staines-Upon-Thames in the Borough of Spelthorne (Permit Holders' On-Street Parking Place) (Permit Zone) Order 2014
11. The Surrey County Council Lammas Close (D3647) Staines in the Borough of Spelthorne (On-Street Parking Place) Order 2010 (Amendment No. 3) Order 2023
12. The Surrey County Council (Lammas Close (D6347) Staines in the Borough of Spelthorne (On-Street Parking Place) Order 2010) (Amendment No.2) Order 2012
13. The Surrey County Council Lammas Close (D6347) Staines in the Borough of Spelthorne (On-Street Parking Place) Order 2010
14. The Surrey County Council (Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010 (Amendment No. 13) Order 2023
15. The Surrey County Council (Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010 (Amendment No. 12) Order 2022
16. The Surrey County Council (Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010 (Amendment No. 11) Order 2020
17. The Surrey County Council ((Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010) (Amendment No.10) Order 2019
18. The Surrey County Council ((Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010) (Amendment No.9) Order 2018
19. The Surrey County Council ((Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010) (Amendment No.8) Order 2017
20. The Surrey County Council ((Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010) (Amendment No.7) Order 2016
21. The Surrey County Council ((Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010) (Amendment No.6) Order 2015
22. The Surrey County Council ((Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010) (Amendment No.5) Order 2014

23. The Surrey County Council ((Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010) (Amendment No.4) Order 2013

24. The Surrey County Council ((Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010) (Amendment No.3) Order 2013

25. The Surrey County Council ((Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010) (Amendment No.2) Order 2012

26. The Surrey County Council (Various Roads in Spelthorne) (Amendments to Residents' Parking Permits and Residents' Visitor's Parking Permits) Order 2011

27. The Surrey County Council (Various Roads in Spelthorne) (Residents' On-Street Parking Places) Order 2010

Executed as a Deed by Surrey County Council on 14 May 2024

EXECUTED AS A DEED by )  
affixing THE COMMON SEAL of )  
SURREY COUNTY COUNCIL )  
in the presence of and attested by: )



*Greta O'Shea*  
Greta O'Shea (May 14, 2024 16:57 GMT+1)

Acting Principal Solicitor

Authorised Signatory

**SURREY COUNTY COUNCIL**

**DATE: 14 MAY 2024**

**SURREY COUNTY COUNCIL**

**No. IN SEALING  
REGISTER 1057**  
.....

**ORDERED TO  
BE SEALED  
Parking Traffic & Enforcement  
Manager 16 April 2024**

**ROAD TRAFFIC REGULATION ACT  
1984  
SECTIONS 32 35 AND 36  
AND PART IV OF SCHEDULE 9**

**THE SURREY COUNTY COUNCIL  
(VARIOUS ROADS IN  
SPELTHORNE)  
(CONSOLIDATION AND  
REVOCATION  
OF RESIDENTS' ONLY ON-  
STREET PARKING PLACES)  
ORDER 2024**







# Spelthorne Residents Parking Order 2024

Final Audit Report

2024-05-14

Created:	2024-05-14
By:	Maliha Ahmed (maliha.ahmad@surreycc.gov.uk)
Status:	Signed
Transaction ID:	CBJCHBCAABAANUY9-j7ZTOIG-45vUvWVPV0W_6d2HOJR-

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