

**ARUN DISTRICT COUNCIL**  
**(OFF-STREET PARKING PLACES)**  
**ORDER 2025**

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Arun District Council (hereinafter called "the Council") in exercise of its powers under Sections 32, 35 and Part IV of Schedule 9 of the Road Traffic Regulation Act 1984, as amended ("the 1984 Act") and of all other enabling powers, with the consent of the West Sussex County Council in accordance with s.39(3) of the 1984 Act and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the 1984 Act hereby makes the following Order:

**PART 1**  
**GENERAL**

**Citation and commencement**

1. The Arun District Council (Off-street parking places) Order 2025 shall come into operation on 1<sup>st</sup> April 2025 ("the commencement date").
2. This order may be cited as the Arun District Council (Off-Street Parking Places) Order 2025 and shall hereinafter be known as the 'Order'.

**Definitions**

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

"Bus stand" means an area of the parking place where a bus or coach stops for the purpose of dropping off or picking up passengers;

"Caravan" means any structure designed or adapted for human habitation which is capable of being moved from one place to another (whether by being towed, or by being transported on a motor vehicle or trailer);

"Charging days" means those days which are as specified by notice at the parking place;

“Charging hours” means the period as specified by notice at the parking place on all charging days;

“Coach” means a public service vehicle designed or adapted to carry more than 12 passengers, exclusive of the driver, and not drawing a trailer;

“Council” means Arun District Council or its successor authority and includes any parking services contractors or authorised agent appointed or by acting on behalf of the Council;

“Daily charge” means the charge imposed by the Council for parking in a parking place on any one day and for a specified period of time as is identified in the scale of charges specified in the Schedules and by notice at the parking place. For the avoidance of doubt, the daily charge includes any free concession offered in the scale of charges specified within the Schedules and by notice at each parking place;

“Disabled persons’ badge” means a badge issued by any Local Authority in accordance with the provisions of the Local Authorities’ Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000 and (Badges for Motor Vehicles) (England) Regulations 2000 or a badge having effect under those regulations as it is were a disabled persons’ badge;

“Driver” means the person driving a vehicle at the time it is parked in a parking place;

“Disc parking period” means the period specified by the notice in the parking place where appropriate, commencing with the initial parking of the vehicle, provided that the time of arrival has been set on the physical parking disc or the time of arrival has been activated on the virtual parking disc;

“Drop off bay” means an area within a parking place designed for the dropping off or picking up of passengers, and is defined as such by means of a sign, surface marking or other indication. For the avoidance of doubt, parking within these bays is not permitted;

“Electric vehicle” means any vehicle as herein defined which is propelled entirely or partially by electricity and is capable of being charged from an external source. For the avoidance of doubt, this includes Plug in electric vehicles or Plug in Hybrid vehicles;

“Electric Vehicle Parking Bay” means any bays which are already designated or are, at the Council's discretion, hereafter designated for use by Electric Vehicles in order to recharge them by using the electric plug in points adjacent to the parking bay. An Electric Vehicle Parking Bay shall be defined by lines and/ or signage and/ or symbols located within the boundaries of the parking place.

Only Electric Vehicles shall be parked in an Electric Vehicle Parking Bay. At all times whilst an Electric Vehicle is waiting in an Electric Vehicle Parking Bay, the driver shall cause that vehicle to be connected and charging via a recharging lead installed in or adjacent to the Electric Vehicle Parking Bay.

“Electric vehicle charging point” means an installation adjacent to an electric vehicle parking bay for the purpose of recharging the batteries of electric vehicles by way of connecting leads;

“Expiry time” is the time indicated on the pay and display ticket or virtual parking stay and is the time by which the vehicle must leave the parking place;

“Free vend” in respect of a parking ticket describes a ticket obtained for a ticket machine in respect of any concessionary free period of parking without any payment at the time of issue;

“Heavy goods vehicle” means a vehicle, other than a passenger vehicle, which is constructed or adapted for use of the carriage of goods or burden of any description, provided that the vehicle is less than 5.5 m in length and exceeds 7.5 tonnes, and is not drawing a trailer;

“Light goods vehicle” means a vehicle, other than a passenger vehicle, which is constructed or adapted for use of the carriage of goods or burden of any description, provided that the vehicle is less than 5.5 m in length and can be parked wholly within a parking bay;

“Lorry” means a goods vehicle greater in size than a light goods vehicle such that it cannot lawfully be parked in a parking place specified for use by passenger vehicles and light goods vehicles;

“Mobile library” means a vehicle which is constructed or adapted for the purpose of carrying books and allows people to borrow books;

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

“Motorhome” means any self-contained, recreational vehicle (RV) designed to provide both transportation and comfortable living quarters for its occupants”

“Non-“Resident” means any person who lives outside of the Arun District permanently or on a long-term basis or any business which is located and operates outside of the Arun District;

“Owner” in relation to a vehicle means the person who is recorded as the registered keeper by the Driver and Vehicle Licencing Agency on the date on which the vehicle was issued with the Penalty Charge Notice;

“Paper ticket” means a physical parking ticket obtained from a pay and display machine.

“Park” or “parked” refer to the stopping of a vehicle and it remaining at rest, whether or not the driver is still within the vehicle;

“Parking bay” means an area of a parking place, which is provided for the leaving of a vehicle of a class specified and indicated by markings on the surface of the parking place or signed or otherwise indicated by signs in the parking place;

“Parking permit” either “Physical” or “Digital” means any permit, however generated, with such terms and conditions and of a type and design approved by the Council and valid in parking places prescribed by the Council for the period specified;

“Parking place” means an area of land for the purpose of parking vehicles and not closed (in part or in whole) by a notice erected thereon by authority of the Council and either;

- (a) Provided by the Council pursuant to Section 32(1) of the 1984 Act for the purpose of parking of vehicles; or
- (b) Provided by a third party pursuant to an arrangement with the Council under Section 33(4)(b) of the 1984 Act;

“Parking ticket” (also referred to as a pay & display ticket) means a ticket, administered by a ticket machine located within the parking place in which the vehicle has been parked, either on payment of a charge or as a free vend, which, as a minimum, specifies:

- (a) The identity of the issuing ticket machine,
- (b) Either the amount paid or indication of a free vend,
- (c) The date,
- (d) Either the time of issue, or the expiry time of the parking period for which the ticket is valid, and,
- (e) Where required, the registration number of the vehicle in respect of which the ticket was obtained
- (f) And which is valid until the expiry time displayed on the ticket.

For the avoidance of doubt, this will include parking purchased by means of Pay by phone technology / pay by phone technology method/scheme” payment.

“Passenger vehicle” means a motor vehicle (other than a two-wheeled motorcycle) constructed or adapted solely for the carriage of not more than seven passengers (exclusive of the driver) and their effects and not drawing a trailer;

“Pay and display parking place” means a parking place listed as such in the Schedules to this Order where the owner must obtain a parking ticket at the time the vehicle has been parked.

“Pay by phone technology / pay by phone technology method/scheme” means a park and pay by phone scheme that allows a driver to make daily “pay by phone payments” to park facilitated by mobile phone, by SMS, text, smartphone applications, online or by telephone;

“Penalty Charge” means a charge imposed by legislation in respect of parking contraventions that are subject to civil enforcement and has the same meaning as in the Civil Enforcement of Parking Contraventions (England) General Regulations 2007;

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

“Physical parking disc” means a disc, of a type and design approved by the Council, at the appropriate fee, valid in parking places prescribed by the Council, valid from January to December each year. Physical free of charge parking discs distributed prior to January 2024 are not valid for use from 1<sup>st</sup> January 2024.

“POD terminal” means a computer terminal where motorists must enter their vehicle registration number for the vehicle parked within the parking place in order to obtain free parking in the specified parking place for a specific duration as specified on the signage, with a no return period;

“Relevant position” means

- (a) In respect of a vehicle displaying a valid disabled persons’ badge –
  - i. In the case of a vehicle fitted with a dashboard or fascia panel, the badge is exhibited thereon so that Part 1 (the front of the badge), is legible from outside the vehicle; or
  - ii. In the case of a vehicle not fitted with a dashboard or fascia panel, the badge is exhibited in a clearly visible position on the vehicle, so that Part 1 of the badge is legible from outside the vehicle;
- (b) In respect of a vehicle displaying a pay and display ticket, parking disc or parking permit –
  - i. The pay and display ticket, parking disc or parking permit is exhibited on the inside surface of the windscreen or is in a clearly visible position so that it is facing forwards and can be easily seen and read from the front or side of the vehicle; or
  - ii. In the case of a vehicle that is not fitted with a transparent windscreen, the pay and display ticket, parking disc or parking permit is exhibited on the front of the vehicle facing forwards and is clearly visible;

“Resident” means any person who lives within the Arun District permanently or on a long-term basis or any business which is located and operates within the Arun District;

“Scale of current charges” means the charges as set out in Schedule 2 hereof in respect of each parking place or as varied by notice under Section 35C(1) of the Road Traffic Regulation Act 1984;

“Ticket machine” means an apparatus of a type and design approved for use in accordance with Section 35(3) of the 1984 Act, being apparatus designed to indicate the time by a clock and to issue parking tickets;

“Vehicle” includes any motor car, motorcycle or other mechanically propelled automobile;

“Virtual parking disc” means a virtual parking disc purchased via the MiPermit website at the appropriate fee, valid in parking places prescribed by the Council, valid from January to December each year.

2. Except where the context requires otherwise, any reference in this Order to a numbered Article shall be construed as a reference to the Article bearing that number within this Order and any reference to Schedules shall be construed as a reference to a Schedule hereto attached.
3. Any reference within 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.
4. Unless the context otherwise requires, words denoting the singular shall include the plural and vice versa, and words denoting the persons shall include either gender, bodies corporate, unincorporated associations and partnerships.
5. The Interpretation Act 1978 shall apply for the interpretation of this Order.
6. Headings within this Order have been inserted for convenience and shall not affect the construction and interpretation of the Order.



## PART 2

### DESIGNATION AND USE OF PARKING PLACES

#### Designation

7. Each area of land or building, including any access road, specified by name in the Schedules may be used, subject to the provisions of this Order, as a place to park vehicles of such classes, in such positions, on such days, during such hours, for such period, and on payment of such charges as are specified in the Schedules and advertised by notice at each parking place.

#### Hours of operation of parking places

8. Where specified in the Schedules and advertised by notice at each parking place, a parking place or any parking bay within the parking place, is described as available on specified days during specified hours, no person shall permit or authorise any vehicle to wait in that parking place on days or during hours other than those specified.

#### Classes of vehicles

9. No person shall cause or authorise a vehicle to be parked in a parking bay unless it is a passenger vehicle, light goods vehicle, a vehicle displaying a disabled persons' badge, motorcycle, or a class specifically prescribed in the Schedules in relation to a particular parking place.

#### Special class of vehicle

10. Where by notice at a parking place, the parking place, or any parking bay within the parking place, is specified as available for vehicles of a specified class or vehicles of the specified class to be parked in a specified location, no person shall cause or authorise a vehicle to be parked in that parking place or in any parking bay within the parking place;
  - a. Unless it is of the specified class;
  - b. In a position other than that specified; or
  - c. For a purpose other than provided for in this Order.

#### Position of vehicle

11. If parking bays are marked out in a parking place, the driver of a vehicle shall ensure that it is positioned wholly within a parking bay and shall not permit it to wait in that parking place unless it is in the specified position.
12. If parking bays are not marked out in a parking place, the driver of a vehicle shall ensure that it is positioned so that it does not obstruct other vehicles using the parking place, the free flow of traffic circulating within the parking place, and the entrances to and exits from the parking place.
13. Where by notice at a parking place, the parking place, or any parking bay within the parking place, is specified as available for vehicles to be parked in a specified location, no person shall cause or authorise a vehicle to be parked in that parking place or in any bay within the parking place;
  - a. That is parked beyond the parking bay markings; or
  - b. In a position other than that specified.
14. If a surface area is marked "Keep Clear", or an area is marked with yellow hatchings, no person shall cause or authorise any vehicle to be parked on such markings.

#### Vehicles with trailers

15. For the purposes of this Order, the towing vehicle and trailer will be deemed to be separate vehicles and the owner and driver shall be deemed to be the owner and driver of each of the said vehicles.
16. No person, without the express prior written permission of the Council, shall cause or authorise a vehicle drawing a trailer, having a combined length not exceeding 11 m, to park in a parking place unless;
  - a. The registration number of the towing vehicle is clearly displayed on the trailer, and;
  - b. They are wholly parked within two parking bays, and;
  - c. A parking ticket or parking permit valid for the period of time for each parking bay has been purchased and where parking tickets have been purchased, displayed for both vehicles.
17. No person, without the express prior written permission of the Council, shall cause or authorise a trailer, having a length not exceeding 5.5 m, to be parked in a parking place unless the registration number of the towing vehicle is clearly displayed on the trailer and a parking ticket or parking permit valid for the period of time in that parking bay has been purchased

and, where a parking ticket has been purchased, for this to be clearly displayed on the vehicle.

18. The driver of a vehicle drawing a trailer shall not permit the vehicle or the trailer to wait in a parking place unless they have been disconnected. In any parking place where goods vehicles are permitted to park, the vehicle and trailer need not be disconnected.

#### Maximum period of stay

19. Where by notice in the parking place, a parking place or in an parking bay within the parking place is described as being in operation on specified days, during specified hours or for a maximum period of stay, no person shall cause or authorise a vehicle to be parked in that parking place or in any parking bay within the parking place on any day, during such hours or for any period other or longer than those specified.
20. Notwithstanding the provisions of the previous Article, no person shall cause or authorise any vehicle to be parked in any parking place for a period greater than 24 hours, without the express written consent of the Council.

#### Period of no return

21. Where specified in the Schedules and advertised by notice at each parking place, a parking place is described as having a period within which a vehicle may not return. No person shall cause or authorise a vehicle to be parked again in that parking place on any day, during such hours, within which the vehicle is excluded from being within the parking place.

#### Disabled persons' parking bays

22. No person shall cause or authorise a vehicle to be parked in a parking bay marked for disabled persons, unless the vehicle displays a valid disabled persons' badge in the relevant position and immediately before or after the act of parking the vehicle and the vehicle has been or is about to be used by the person(s) in respect of whom the disabled persons' parking badge has been issued. For the avoidance of doubt, vehicles displaying a disabled persons' parking badge are not permitted to be parked in any reserved or permit holder only parking bays unless there a valid permit has also been purchased and, where required, displayed.

#### Coach and lorry and large vehicle parking

23. No person shall cause or authorise a vehicle to park in a parking place or parking bay during such times as they are signed and marked for coaches, coaches or lorries, or large vehicles respectively unless the vehicle is of the designated class.

#### Permit parking

24. No person shall cause or authorise a vehicle to park in a parking place or parking bay marked for permit holders, unless the vehicle is displaying a physical permit valid for that time and that parking place or parking bay or a digital parking permit has been purchased for that vehicle, that time and that parking place or parking bay.

#### Disc only parking

25. No person shall cause or authorise a vehicle to park in a parking place or parking bay marked for disc holders, unless the vehicle is displaying a physical parking disc valid for that time and that parking place or parking bay or has activated a virtual parking disc valid for that time and that parking place or parking bay.

#### Private parking bays

26. No person shall cause or authorise a vehicle to be parked in an area marked as a private parking bay, unless authorised by the Council to do so.

#### Motorcycle parking bays

27. No person shall cause or authorise a vehicle to park in a parking bay marked for motorcycles, unless the vehicle is a motorcycle.

#### Power to close or suspend parking places

28. Nothing within this Order shall prevent the Council by notice, sign or barrier displayed or erected in a parking place from:
  - a. Closing a parking place or any part thereof for any period; and/ or
  - b. Setting aside a parking place or any part of parts thereof on all days or on certain days or during certain parts of days for use only by particular vehicles or organisations.

29. Nothing in this Order shall prevent the council from giving specific written permission to a person, persons or organisation to park vehicles in a parking place (or part thereof) which are not of the class or classes otherwise permitted to park therein. Such permission may be limited in time and duration or be subject to such conditions as the council may from time to time specify. Such permission may be given in addition to, or in the alternative to, a notice, sign or barrier under paragraph 28 above. Any person or organisation entitled to the specific written permission shall produce to the council on demand a copy of such permission.
30. Any person closing or suspending the use of a parking place or any part thereof, shall thereupon place or cause to be placed in or adjacent to that parking place or that part thereof, a notice or traffic sign indicating that all of that parking place or that part thereof is closed, or the use is suspended and that parking by vehicles is prohibited.

#### Contravention in closed or suspended parking place

31. No person shall cause or authorise a vehicle to be parked in a parking place or any part thereof during such periods that the parking place or that part thereof is closed, or the use is suspended, or during such period as there is in or adjacent thereto a notice or traffic sign indicating the closure or suspension placed by or on behalf of the Council.

#### Sale of goods

32. No person shall in a parking place without the express prior written permission of the Council, use a vehicle, in connection with trade or business, any form of advertisement, the sale of any article, including the vehicle itself, to any person in or near the parking place or in connection with the selling or offering for hire of skill or services in any other capacity.

#### Parked with the engine running

33. No person shall in a parking place continue to run the engine when the vehicle is in the parking place or parking bay and shall not start the engine except when about to change the position of the vehicle or to depart from the parking place.

#### Parked causing an obstruction

34. No person shall in a parking place park the vehicle in such a manner or place where it causes an obstruction to any other users of the parking place.

#### Domestic purposes

35. No person shall in any parking place use any vehicle for sleeping or camping or cooking or any other domestic purpose.

#### Vehicle maintenance

36. No person shall in any parking place park and carry out any maintenance, servicing or washing to any vehicle or part thereof, other than is reasonably necessary to enable the vehicle to depart from the parking place.

#### Designation and use of Electric Vehicle Charging Bays

37. Only Electric Vehicles shall be parked in an Electric Vehicle Parking Bay.
38. At all times whilst an Electric Vehicle is waiting in an Electric Vehicle Parking Bay, the driver shall cause that vehicle to be connected and charging via a recharging lead installed in or adjacent to the Electric Vehicle Parking Bay. Once the vehicle is no longer charging, it must be removed from the Electric Vehicle Parking Bay.
39. All the Articles contained within this Order covering all parking places where Electric Vehicle Parking Bays are situated will apply, including paying for parking or displaying a valid physical or virtual parking permit or disc.

### **PART 3**

#### **CHARGES FOR PARKING**

##### Payment

40. No person shall cause or authorise any vehicle to be parked during the charging hours in a parking place without arranging for the appropriate charge (if any) to be paid in accordance with the scale of current charges, as specified in the Schedules and advertised by notice at each parking place. For the avoidance of doubt, the appropriate charge must be paid for any trailer parked in a separate parking bay.

##### Charges for set periods

41. Where a charge is specified for a period, the whole of that charge shall be due and payable for the use of the parking place for any part of that period.

##### Concessionary free period

42. Where specified by notice in a parking place that a concessionary free parking period is permitted, a free vend parking ticket, indicating the registration number of the vehicle (where applicable) and the time by which the vehicle must be removed from the parking place, must be obtained and displayed where the physical display of a ticket is required in the relevant position on the vehicle or an pay by phone technology / pay by phone technology method/scheme payment is made, indicating the registration and correct location and the time by which the vehicle must be removed from the parking place.
43. Only one free parking concession may be obtained in respect of any one vehicle in any one parking place per calendar day.

##### Means of payment

44. The charges referred to in the scale of current charges shall be payable in the manner as specified by notice at each of the parking places respectively and within the Schedules attached to the Order.



#### Pay and display parking

45. The person in charge of a vehicle upon parking the vehicle during the charging hours in a pay and display parking bay, shall immediately ensure that a pay and display ticket is purchased or, (where appropriate) obtained a free vend, from a ticket machine situated in the parking place or purchased via pay by phone technology / pay by phone technology method/scheme available. This will be at the level of charge and for the period required in accordance with the scale of daily charges as specified within the Schedules and advertised by notice at each parking place.
46. For the avoidance of doubt, the concessionary free period (if applicable) is incorporated into the scale of daily charges.
47. If the ticket machine so requires, the driver of the vehicle shall, in addition to paragraph 45, enter the exact registration number of the vehicle into the ticket machine. The parking ticket issued thereafter shall be valid only for the registration number entered and if the registration number shall have been entered incorrectly, the parking ticket shall be invalid.

#### Pay and display parking in Mewsbrook car park only

48. The person in charge of a vehicle upon parking the vehicle during the charging hours in a pay and display bay in Mewsbrook car park, shall immediately ensure that either:
  - a. A pay and display ticket is purchased from a ticket machine situated within the car park. This will be at the level of charge and for the period required in accordance with the scale of daily charges as specified within the Schedules and advertised by notice at each parking place, or
  - b. A pay and display ticket is purchased via the pay by phone technology / pay by phone technology method/scheme available. This will be at the level of charge and for the period required in accordance with the scale of daily charges as specified within the Schedules and advertised by notice at each parking place, or
  - c. Ensure that the vehicle registration number is correctly entered into a POD terminal situated within the leisure centre. This must be done upon arrival to obtain a specific number of free hours parking as indicated by signage, with a no return to the same parking place within a specific number of hour(s).
49. Where the motorist has correctly entered the vehicle registration on the POD terminal and received confirmation on the screen that a valid parking session has started, no payment of the parking charges will be required.



50. Where a motorist does not enter the correct vehicle registration details or does not receive a confirmation on the POD terminal that a valid parking session has started, then a parking contravention occurs, and a Penalty Charge Notice may be issued.
51. Where a motorist exceeds the free parking period given by the POD terminal, or returns to the parking place within the no return period, and a pay and display ticket is not purchased, then a parking contravention occurs and a Penalty Charge Notice may be issued.

#### Display of ticket

52. As soon as a vehicle has been parked during the charging hours within a pay and display parking place, the person in charge of the vehicle shall ensure that:
  - a. A valid parking ticket has been obtained to cover the entire period that the vehicle is parked in the parking place, and
  - b. The parking ticket, indicating that a parking charge has been paid, is displayed in the relevant position on the vehicle at all times the vehicle remains parked in the parking place, unless the parking ticket has been purchased via pay by phone technology / pay by phone technology method/scheme.
  - c. At all times during which a vehicle is left in a parking place requiring the display of a parking ticket, permit or parking disc, the said ticket, permit or disc shall be continuously displayed in the relevant position throughout the duration of the stay of the vehicle within the parking place. For the avoidance of doubt, this does not include where motorists have purchased parking tickets, permits or discs via pay by phone technology / pay by phone technology method/scheme.

#### Validity of pay and display tickets

53. A parking ticket is not transferable from one vehicle to another and on transfer, the pay and display ticket ceases to be valid.
54. A pay by phone technology / pay by phone technology method/scheme pay and display ticket must have the correct registration number registered for the vehicle parked within with the parking place and is not transferable to any other vehicle.
55. A pay and display ticket is valid only within the parking place in which it was issued. Validity is defined by the reference code of the ticket machine

located within that parking place and printed on the pay and display ticket. Where a pay by phone technology / pay by phone technology method/scheme payment has been made, the location code for that parking place. For the avoidance of doubt, physical and pay by phone technology / pay by phone technology method/scheme pay and display tickets are not transferable between parking places.

56. A pay and display ticket is valid only until the expiry time and on the date shown on the ticket, indicating the expiry of the period for which a charge has been paid or for which concessionary free parking is permitted.
57. Where required, a parking ticket is only valid if the vehicle registration number on the parking ticket matches that of the vehicle for which the parking ticket has been purchased and displayed, where required.

#### Expiry of parking period

58. The expiry of the period for which the appropriate charges has been paid or the concessionary free parking is permitted, shall be when the time shown on the clock of the issuing ticket machine is later than the expiry time shown on the parking ticket displayed.
59. No person shall cause or authorise any vehicle to be parked during the charging hours in a pay and display parking place after the expiry of a displayed pay and display ticket.

#### No pay and display ticket displayed

60. If at any time while a vehicle is parked in a parking place and the display of a physical ticket is required and no parking ticket is displayed on that vehicle in the relevant position and in accordance with the provisions of this Order, and no parking ticket has been purchased via the pay by phone technology / pay by phone technology method/scheme available, it shall be deemed that the charge has not been paid or the concessionary free period has not been bought into use.

#### Ticket machine problems

61. If at the time when a vehicle is parked during the charging hours in a parking place, the nearest ticket machine in that parking place is out of order, then a ticket shall be obtained from another ticket machine within the same parking place (where provided) or as directed by notice at the parking place. Alternatively, a pay and display ticket shall be obtained by using the

pay by phone technology / pay by phone technology method/scheme available as directed by signage within the parking place.

62. Where no valid pay and display ticket can be obtained from a ticket machine within a parking place, and a pay and display ticket cannot be obtained via pay by phone technology / pay by phone technology method/scheme, alternative parking arrangements should be found.

#### Parking permits

63. Parking permits are available from the Council at an appropriate fee, for a vehicle of a specific class and for a specific parking place(s), subject to terms and conditions determined by the Council. The driver shall abide by the terms stipulated by the Council for the use of the parking permit.
64. A digital parking permit shall be registered to the vehicle in respect of which it was issued and in respect of whom it was issued, at all time during which the vehicle is parked within the parking place.
65. Parking permits are not transferable between parking places(s) for which they were issued.

#### Parking discs

66. Physical parking discs are available from any body duly authorised by the Council at the appropriate fee, for a vehicle of a specific class, for a specific time period and for specific parking places and are subject to conditions determined by the Council.
67. Virtual parking discs are available online via the Council's website at the appropriate fee, for a vehicle of a specific class, for a specific time period and for specific parking places and are subject to conditions determined by the Council.
68. The driver shall abide by the terms and conditions stipulated by the Council for the use of all parking discs.

#### Validity of discs

69. A physical or virtual parking disc is valid from January to December each year, at the appropriate fee, and is only valid within the parking place(s) in respect of which it was issued, for the vehicle in respect of which it was issued and up to the date of expiry shown on the physical or virtual parking disc.
70. All previously issued parking discs are null and void and will not be accepted for use within any parking places.
71. A physical or virtual parking disc is only valid:
- When used in those parking places where use is specified in the Schedules and advertised by notice at each parking place; and
  - If the driver or other person in charge of the vehicle has accurately set the physical disc to show the nearest quarter hour to which the period of parking began or has successfully activated a virtual parking disc. For the avoidance of doubt, where the time of arrival to the parking place is not shown on the physical parking disc, the disc should be set to the nearest quarter hour indicated on the parking disc; and
  - If the indication of time of commencement of parking has not been altered during the initial parking concession; and
  - If the parking period specified for the physical or virtual parking disc within the Schedules and advertised by notice at each parking place (if any), following the commencement of parking as indicated on the disc has not been exceeded; and
  - When used once per calendar day; and
  - If the physical parking disc has not been defected, mutilated, damaged or altered so that the figures or the particulars have become illegible.

#### Display of parking permit or parking disc

72. A physical parking permit or parking disc shall be displayed in the relevant position on the vehicle in respect of which it was issued at all times during which the vehicle is parked within the parking place, unless the driver has purchased a digital permit or virtual parking disc.

#### Restriction on removal

73. When a parking ticket, parking permit or parking disc has been exhibited on a vehicle in the relevant position, no person shall remove the parking ticket, parking permit or parking disc from the vehicle until the vehicle is removed from the parking place.

## **PART 4**

### **EXEMPTIONS**

#### Exemption for disabled badge holders

74. A vehicle which displays in the relevant position a valid disabled persons' badge and which is parked in a parking place during the charging hours, shall be exempt from the requirements to comply with any limitation of time and to display a pay and display ticket or parking disc, as appropriate.

#### Exemption for disc holders

75. Where specified within the Schedules and advertised by notice at each parking place that disc parking is permitted, a vehicle which has on display in the relevant position, a valid physical parking disc or has activated a valid virtual parking disc, shall be exempt from payment (if any) for a period as specified in the Schedules and advertised by notice at each parking place. Such period being calculated as commencing from the quarter-hour indicated on the physical parking disc or the start time activated on the virtual parking disc.

#### Other exemptions from daily charge

76. No daily charge shall be payable in respect of:
- a. A motorcycle parked within the motorcycle bay; or
  - b. A vehicle parked displaying in the relevant position a parking permit valid for that parking place; or
  - c. A vehicle parked in a marked permit holder bay displaying in the relevant position a parking permit valid for that parking place.

#### Absence of ticket machine

77. If at the time when a vehicle is parked in a parking place during the charging hours, there is no ticket machine at the parking place, or all the ticket machines at that parking place carry notices placed upon them by a person duly authorised by the Council indicating that they are out of order or out of operation for a particular purpose, the driver of that vehicle shall purchase a pay and display ticket via pay by phone technology / pay by phone technology method/scheme.

**PART 5**  
**RELOCATION, REMOVAL AND DISPOSAL OF VEHICLES**

Emergencies

78. A person authorised by the Council or a police officer in uniform may, using such measures as are appropriate, move or cause to be moved in the case of an emergency to any place he/ she deems fit, any vehicle parked in a parking place.

Movement or removal on contravention

79. Where a vehicle has been left in contravention of any of the provisions within this Order, a person authorised by the Council may, using such measures as are appropriate, remove or arrange for the vehicle to be removed from the parking place, or to alter the position of the vehicle so that it complies with the provisions of this Order. The cost of movement or removal and safe keeping shall be the liability of the registered keeper of the vehicle.

Contraventions in a suspended parking place

80. A person authorised by the Council may, using such measures as are appropriate, move, cause to be moved or remove to any place he/ she deems appropriate, any vehicle parked in a parking place which has been closed or suspended in whole or in part by the Council. The cost of movement or removal and safe keeping shall be the liability of the registered keeper of the vehicle.

Safe keeping

81. Any person removing a vehicle from a parking place under the provisions of this Order shall make such arrangements as may be reasonably necessary to provide for the safe keeping of the vehicle. For the avoidance of doubt, this provision does not apply to vehicles abandoned within parking places.

Disposal of vehicles abandoned in parking places

82. The Council may sell or otherwise dispose of, in accordance with current legislation, a vehicle which has been, or could at any time be, removed from a parking place if the vehicle appears to have been abandoned.

**PART 6**  
**CONTRAVENTION AND PENALTY CHARGE**

Contravention

83. Save for the provisions in Part 7, if a vehicle is parked in a parking place without complying with the requirements of this Order, a contravention shall have occurred, and a Penalty Charge shall be payable. A Penalty Charge Notice may then be served and/ or the vehicle may be removed from the location.

Restriction on removal of notices

84. Any notice fixed to a vehicle in accordance with this Order shall not be removed or interfered with, except by or under the authority of:
- a. The owner or driver of the vehicle;
  - b. The Council for the parking place in which the vehicle in question is found.

Indications as evidence

85. The particulars given in any notice served on a vehicle in accordance with the provisions of this Order shall be treated as evidence in any proceedings relating to the failure to pay a Penalty Charge.
86. The provisions of Regulation 10 of The Civil Enforcement of Parking Contraventions (England) General Regulations 2007 shall apply. The Council shall be entitled to serve a Penalty Charge Notice by post in accordance with those regulations.
87. The period indicated on a physical and virtual parking disc as being the commencement of the parking period shall be treated as evidence that the vehicle has been waiting in the parking place since that time in any proceedings relating to the failure to pay any Penalty Charge issued.



## PART 7

### LIABILITY AND OTHER PROVISIONS

#### Liability

88. The Council accepts no liability for the loss or damage to vehicles or other property left in any of the parking places to which this Order applies, save for that arising from the negligence of the Council.

#### Validity

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

#### Tax and insurance

90. No person shall cause or authorise a vehicle to wait in a parking place without the vehicle being licenced in pursuance of the provisions of the Vehicle Excise and Registration Act 1994 and without a current policy of insurance in relation to the use of the vehicle by the driver, such as complies with the requirements of Part VI of the Road Traffic Act 1972. Any person so doing shall be guilty of an offence and liable to prosecution.
91. The Council do not permit, nor will permission be granted for, any vehicles to be registered or declared as off the road, otherwise known as SORN (Statutory Off Road Notification), to the Driver and Vehicle Licensing Agency, in any parking place.

#### Driving within a parking place

92. Where in a parking place signs are erected or surface markings are laid for the purpose of;
- a. Indicating the entrance to or exit from the parking place, or
  - b. Indicating that a vehicle using the parking place shall proceed in a specified direction within the parking place, or
  - c. Indicating that a vehicle using the parking place shall proceed at a maximum speed
- No person shall cause or authorise a vehicle to be driven;

- a. So that it enters the parking place otherwise than by an entrance or leaves the parking place otherwise than by an exit, as so indicated, or
- b. In a direction other than so specified, or
- c. At a speed other than so specified

And any person so doing, shall be guilty of an offence and liable to prosecution.

- 93. No person shall cause or authorise any vehicle to be driven in a parking place for any purpose other than for the purpose of leaving that vehicle in the parking place in accordance with the provisions of this Order, or for the purpose of departing from the parking place, and any person doing so will be guilty of an offence and liable to prosecution.
- 94. No person shall cause or authorise any vehicle to be driven in a parking place in the process of teaching or practicing driving or manoeuvres by any learner driver and any person doing so shall be guilty of an offence and liable to prosecution.

#### Wilful damage

- 95. No person shall interfere with a ticket machine or operate or attempt to operate it by the insertion of objects other than undamaged and unaltered coins of legal tender and of the appropriate denomination. Any person doing so shall be guilty of an offence and liable to prosecution.
- 96. No person shall cause damage to any parking control equipment (including ticket machines), signage, lighting installations or other installations within the parking place or to any part of the fabric of the parking place and any person so doing shall be guilty of an offence and liable to prosecution.

#### Motorhomes and vehicles with caravans

- 97. No person shall cause or authorise any motorhome or vehicle drawing a caravan to be parked in any parking place without the express prior written permission of the Council. For the avoidance of doubt, motorhomes and caravans are not permitted to park or wait in any parking place without the express prior written permission of the Council.

#### Domestic purposes

- 98. No person shall use any part of the parking place, or any trailer or vehicle parked in a parking place;
  - a. For sleeping, camping or cooking, or

- b. For the purpose of maintaining, servicing or washing any trailer or vehicle or part thereof, other than is reasonably necessary to enable the vehicle or trailer to depart from the parking place.

#### Behaviour

- 99. No person shall wilfully sound any horn or any other similar instrument on a vehicle, except when about to change the position of the vehicle or to depart from the parking place.
- 100. No person shall in a parking place shout or otherwise make any loud noise to the disturbance or annoyance of users of the parking place, residents of premises in the neighbourhood or any person in or in the vicinity of the parking place.
- 101. No person shall in a parking place use any threatening, abusive or insulting language, gesture or conduct with intent to put any person in fear or so as to occasion a breach of the peace or whereby a breach of the peace is likely to occur.

#### Domestic or business purposes

- 102. No person shall use any part of the parking place, or any vehicle parked in a parking place
  - a. For sleeping or camping or cooking,
  - b. Tethering of animals,
  - c. Storage of equipment, machinery or materials, without the express prior written permission of the Council, or
  - d. For the purpose of servicing or washing any vehicle or part thereof other than is reasonably necessary to enable the vehicle to depart from the parking place

#### Leaflet distribution and business

- 103. No person shall uses any part of the parking place or any vehicle parked in a parking place;
  - a. For the distribution of leaflets or advertising, or
  - b. For the purposes of carrying out any business activities without the express prior written consent of the Council

#### Skateboarding and other wheeled activities

104. No person shall in a parking place undertake activities such as roller-skating, skateboarding, go-karting, the use of mini-motorbikes, quad bikes or any other similar vehicles, to the disturbance or annoyance of users of the parking place, residents or occupants of premises in the neighbourhood.

#### Other activities

105. No person shall in a parking place;
- a. Erect or cause or authorise to be erected any tent, booth, stand, building or other structure, without the express prior written permission of the Council, or
  - b. Light, or cause to be lit, any fire.

## PART 8

### REVOCATIONS

#### Revocations

1. The following Orders made by Arun District Council, all their Amendments and any other Orders and Regulations of whatever nature relating to off-street parking places specified within the Schedules made before the introduction of this Order are hereby revoked.

The Arun District Council ((Off-Street Parking Places)(Civil Enforcement and Consolidation) Order 2024)(Amendment of Schedule 1 and 2) Order 2024


Arun District Council Notice of Variation – Changes to Parking Charges and Permit Charges in Arun District Council's Off-Street Car Parks – 2024

The Arun District Council (Off-Street Parking Places) (Civil Enforcement and Consolidation) Order 2024

The Common Seal of the  
ARUN DISTRICT COUNCIL

was hereunto affixed on the  
31 day of March 2025  
in the presence of:-

Authorised Signatory

E. C.   
EDWARD C-BURRELL  
SENIOR PROPERTY LAWYER  
(Solicitor)

Seal Book No. 123 / 2025



**ARUN DISTRICT COUNCIL (OFF-STREET PARKING PLACES) ORDER 2025**

**SCHEDULE 1 – PARKING PLACES**

**ARUNDEL**

<b>Name of Parking Place</b>	<b>Days and Hours of Operation of Parking Place</b>	<b>Special Classes of Vehicles (if any)</b>	<b>Specific Provisions (if any)</b>
Crown Yard car park	All days All hours	None	Permit holders
Fitzalan Pool car park	All days All hours	None	Permit holders
River Road car park	All days All hours	None	None

**ARUN DISTRICT COUNCIL (OFF-STREET PARKING PLACES) ORDER 2025**

**SCHEDULE 1 – PARKING PLACES (Continued)**

**BOGNOR REGIS**

<b>Name of Parking Place</b>	<b>Days and Hours of Operation of Parking Place</b>	<b>Special Classes of Vehicles (if any)</b>	<b>Specific Provisions (if any)</b>
<b>Town Centre car parks</b>			
Regis Centre car park	All days All hours	None	Permit holders
Fitzleet car park	All days All hours Note: the car park may be closed between the hours of 20:00 and 07:00 each day	Vehicles less than 2.0 meters in height only	Permit holders  Vehicles displaying a valid physical parking disc or an activated virtual parking disc – 2 hours free parking once per calendar day.
Hothamton car park	All days All hours	None	Permit holders  Vehicles displaying a valid physical parking disc or an activated virtual parking disc – 2 hours free parking once per calendar day.
Lyon Street car park	All days All hours	None	Permit holders  Vehicles displaying a valid physical parking disc or an activated virtual parking disc – 2 hours free parking once per calendar day.
London Road car park	All days All hours	None	Permit holders

<b>Coach parks</b>			
London Road coach and lorry park	All days All hours	Coaches and lorries only	None
<b>Seasonal car parks</b>			
Gloucester Road car park	All days All hours	None	Permit holders
Rock Gardens car park	All days All hours	None	Permit holders
Culver Road car park	All days All hours	None	Permit holders
Hotham Park car park	All days All hours	None	Permit holders
West Park car park, Aldwick	All days All hours	None	Permit holders



**ARUN DISTRICT COUNCIL (OFF-STREET PARKING PLACES) ORDER 2025**

**SCHEDULE 1 – PARKING PLACES (Continued)**

**LITTLEHAMPTON**

<b>Name of Parking Place</b>	<b>Days and Hours of Operation of Parking Place</b>	<b>Special Classes of Vehicles (if any)</b>	<b>Specific Provisions (if any)</b>
<b>Town Centre car parks</b>			
Anchor Springs car park	All days All hours	None	Permit holders  Vehicles displaying a valid physical parking disc or an activated virtual parking disc – 2 hours free parking once per calendar day.
Manor House car park	All days All hours	None	Permit holders  Vehicles displaying a valid physical parking disc or an activated virtual parking disc – 2 hours free parking once per calendar day.
Surrey Street car park	All days All hours	None	Permit holders
River Road car park	All days All hours	None	Permit holders
St Martins car park	All days All hours	Coaches and goods vehicles permitted 18:00 to 08:00	Permit holders  Vehicles displaying a valid physical parking disc or an activated virtual parking disc – 2 hours free parking once per calendar day.

<b>Seasonal car parks</b>			
West Green car park	All days All hours	None	Permit holders
East Green car park	All days All hours	None	Permit holders
The Wall car park	All days All hours	None	Permit holders
Sea Road car park	All days All hours	None	Permit holders
West Beach car park	All days All hours	None	Permit holders
<b>Seasonal car and coach parks</b>			
Mewsbrook car and coach park	All days All hours	Cars in spaces marked as a car park  Coaches only parked in coach parking area	Free parking with no return. Registration number to be entered into one of the POD terminals located within the leisure centre. Duration of free parking stay as indicated by signage. Applicable to Mewsbrook car park only.
<b>Coach parks</b>			
Banjo Road coach park	All days All hours	Coaches only	

**ARUN DISTRICT COUNCIL (OFF-STREET PARKING PLACES) ORDER 2025**

**SCHEDULE 1 – PARKING PLACES (Continued)**

**MISCELLANEOUS FREE CAR PARKS**

<b>Name of Parking Place</b>	<b>Days and Hours of Operation of Parking Place</b>	<b>Special Classes of Vehicles (if any)</b>	<b>Specific Provisions (if any)</b>
Links Avenue car park, Felpham	All days All hours	None	Parking should not exceed any continuous 24-hour period
Grassmere Close car park, Felpham	All days All hours	None	Parking should not exceed any continuous 24-hour period
Shrubbs Field car park, Middleton-on-Sea	All days All hours	None	Parking should not exceed any continuous 24-hour period

**ARUN DISTRICT COUNCIL (OFF-STREET PARKING PLACES) ORDER 2025**

**SCHEDULE 2 – PARKING CHARGES**

**ARUNDEL**

<b>Name of Parking Place</b>	<b>Charging days &amp; charging hours</b>	<b>Maximum parking period during charging hours</b>	<b>Daily parking charges</b>
Crown Yard car park	All year All days 08:00 to 18:00	10 hours	Up to 1 hour – £1.80 Up to 2 hours – £2.40 Up to 3 hours – £4.10 Up to 4 hours – £5.40 Up to 5 hours – £6.40 Over 5 hours - £9.30
Fitzalan Pool car park	All year All days 08:00 to 18:00	10 hours	Up to 2 hours - £1.70 Up to 4 hours - £3.30 Over 4 hours - £5.50
River Road car park	All year All days 08:00 to 18:00	10 hours	Up to 1 hour – £1.80 Up to 2 hours – £2.40 Up to 3 hours – £4.10 Up to 4 hours – £5.40 Up to 5 hours – £6.40 Over 5 hours - £9.30

# ARUN DISTRICT COUNCIL (OFF-STREET PARKING PLACES) ORDER 2025

## SCHEDULE 2 – PARKING CHARGES (Continued)

### BOGNOR REGIS

Name of Parking Place	Charging days & charging hours	Maximum parking period during charging hours	Daily parking charges
<b>Town Centre car parks</b>			
Regis Centre car park	All year All days 08:00 to 18:00	10 hours	Up to 1 hour – £1.80
Hothampton car park			Up to 2 hours – £2.40
Lyon Street car park			Up to 3 hours – £4.10
London Road car park			Up to 4 hours – £5.40
			Up to 5 hours – £6.40
			Over 5 hours - £9.30
Fitzleet car park	All year All days 08:00 to 18:00	10 hours	Up to 2 hours – £1.80
			Up to 3 hours – £2.90
			Up to 4 hours – £4.70
			Over 4 hours - £8.10
<b>Coach parks</b>			
London Road coach and lorry park	All year All days		
	<b>1 April to 30 September</b> 08:00 to 18:00		Up to 1 hour - £3.20
	18:00 to 08:00		Over 1 hour - £11.60
	<b>1 October to 31 March</b> 08:00 to 18:00		Overnight - £6.30
	18:00 to 08:00		Up to 1 hour - £2.10
			Over 1 hour - £4.20
			Overnight - £6.30

Seasonal car parks			
Gloucester Road car park	All days		
Rock Gardens car park	<b>1 March to 31 October</b> 08:00 to 20:00	12 hours	Up to 1 hour - £2.40 Up to 2 hours - £3.50 Up to 3 hours - £4.70 Up to 4 hours - £7 Up to 5 hours - £9.30 Up to 6 hours - £11.60 Over 6 hours - £13.90
Culver Road car park			
Hotham Park car park	<b>1 November to 28/29 February</b> 08:00 to 18:00	10 hours	Up to 1 hour - £1.40 Up to 2 hours - £2.30 Over 2 hours - £4.70
West Park car park, Aldwick	All days		
	<b>1 March to 31 October</b> 08:00 to 20:00	12 hours	Up to 2 hours – FREE Up to 3 hours - £3.90 Up to 4 hours - £5.10 Up to 5 hours - £6.30 Over 5 hours - £9.10
	<b>1 November to 28/29 February</b> 08:00 to 18:00	10 hours	Up to 2 hours – FREE Over 2 hours - £2.10

# **ARUN DISTRICT COUNCIL (OFF-STREET PARKING PLACES) ORDER 2025**

## **SCHEDULE 2 – PARKING CHARGES (Continued)**

### **LITTLEHAMPTON**

<b>Name of Parking Place</b>	<b>Charging days &amp; charging hours</b>	<b>Maximum parking period during charging hours</b>	<b>Daily parking charges</b>
<b>Town Centre car parks</b>			
Anchor Springs car park	All year All days 08:00 to 18:00	10 hours	Up to 1 hour – £1.80 Up to 2 hours – £2.40 Up to 3 hours – £4.10 Up to 4 hours – £5.40 Up to 5 hours – £6.40 Over 5 hours - £9.30
Manor House car park			
Surrey Street car park			
River Road car park			
St Martins car park			
St Martins Coaches and Goods Vehicles	All year All days 18:00 to 08:00	14 hours	Overnight - £6.30
<b>Seasonal car parks</b>			
East Green car park	All days  <b>1 March to 31 October</b> 08:00 to 20:00	12 hours	Up to 1 hour - £2.40 Up to 2 hours - £3.50 Up to 3 hours - £4.70 Up to 4 hours - £7 Up to 5 hours - £9.30 Up to 6 hours - £11.60 Over 6 hours - £13.90
The Wall car park			
Sea Road car park			
West Beach car park			
	<b>1 November to 28/29 February</b> 08:00 to 18:00	10 hours	Up to 1 hour - £1.40 Up to 2 hours - £2.30 Over 2 hours - £4.70
West Green car park	All days  <b>1 March to 31 October</b> 08:00 to 18:00	10 hours	Up to 1 hour - £2.40 Up to 2 hours - £3.50 Up to 3 hours - £4.70 Up to 4 hours - £7 Up to 5 hours - £9.30 Up to 6 hours - £11.60 Over 6 hours - £13.90
	<b>1 November to 28/29 February</b> 08:00 to 18:00	10 hours	Up to 1 hour - £1.40 Up to 2 hours - £2.30 Over 2 hours - £4.70

Mewsbrook car and coach park	All days <b>1 April to 31 October</b> 08:00 to 20:00	12 hours	Up to 1 hour - £2.40 Up to 2 hours - £3.50 Up to 3 hours - £4.70 Up to 4 hours - £7 Up to 5 hours - £9.30 Up to 6 hours - £11.60 Over 6 hours - £13.90
	<b>1 November to 31 March</b> 08:00 to 18:00	10 hours	Up to 1 hour - £1.40 Up to 2 hours - £2.30 Over 2 hours - £4.70
	<b>Coaches</b> <b>1 April to 31 October</b> All days 08:00 to 20:00	12 hours	Up to 1 hour - £3.20 Over 1 hour - £11.60
	<b>1 November to 31 March</b> All days 08:00 to 18:00	10 hours	Up to 1 hour - £2.10 Over 1 hour - £4.20
	<b>Overnight</b> 18:00 to 08:00	14 hours	Overnight - £6.30
Banjo Road coach park	All days <b>1 March to 31 October</b> All days 08:00 to 20:00	12 hours	Up to 1 hour - £3.20 Over 1 hour - £11.60
	<b>1 November to 28/29 February</b> All days 08:00 to 18:00	10 hours	Up to 1 hour - £2.10 Over 1 hour - £4.20
	<b>Overnight</b> 18:00 to 08:00	14 hours	Overnight - £6.30



**ARUN DISTRICT COUNCIL (OFF-STREET PARKING PLACES) ORDER 2025**

**SCHEDULE 2 – PARKING CHARGES (Continued)**

**BOGNOR REGIS RESIDENT TOWN CENTRE PARKING PERMITS**

- Annual 7 day Town Centre permit - £660
- Annual 5 day Town Centre permit - £570
- Monthly 7 day Town Centre permit - £200

For use in:	
London Road car park, Bognor Regis	Regis Centre car park, Bognor Regis
Hothamton car park, Bognor Regis	Lyon Street car park, Bognor Regis

**LITTLEHAMPTON RESIDENT TOWN CENTRE PARKING PERMITS**

- Annual 7 day Town Centre permit - £660
- Annual 5 day Town Centre permit - £570
- Monthly 7 day Town Centre permit - £200

For use in:	
St Martins car park, Littlehampton	Anchor Springs car park, Littlehampton
Manor House car park, Littlehampton	Surrey Street car park, Littlehampton
River Road car park, Littlehampton	

**BOGNOR REGIS NON-RESIDENT TOWN CENTRE PARKING PERMITS**

- Annual 7 day Town Centre permit - £810
- Annual 5 day Town Centre permit - £710
- Monthly 7 day Town Centre permit - £260

For use in:	
London Road car park, Bognor Regis	Regis Centre car park, Bognor Regis
Hothamton car park, Bognor Regis	Lyon Street car park, Bognor Regis

## LITTLEHAMPTON NON-RESIDENT TOWN CENTRE PARKING PERMITS

- Annual 7 day Town Centre permit - £810
- Annual 5 day Town Centre permit - £710
- Monthly 7 day Town Centre permit - £260

For use in:	
St Martins car park, Littlehampton	Anchor Springs car park, Littlehampton
Manor House car park, Littlehampton	Surrey Street car park, Littlehampton
River Road car park, Littlehampton	

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## RESIDENT FITZLEET PARKING PERMIT

- Annual 7-day permit - £200

For use in:
Fitzleet, Bognor Regis on level 3 and above. Permit is not valid on levels 1 & 2

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## NON-RESIDENT FITZLEET PARKING PERMIT

- Annual 7-day permit - £260

For use in:
Fitzleet, Bognor Regis on level 3 and above. Permit is not valid on levels 1 & 2

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## BOGNOR REGIS RESIDENT SEASONAL PARKING PERMIT

- Annual Seasonal permit – £350
- Summer Seasonal permit – £250
- Winter Seasonal permit - £150

For use in:	
Hotham Park car park, Bognor Regis	Gloucester Road car park, Bognor Regis
Rock Gardens car park, Bognor Regis	Culver Road car park, Bognor Regis
West Park car park, Aldwick	

### **LITTLEHAMPTON RESIDENT SEASONAL PARKING PERMIT**

- Annual Seasonal permit – £350
- Summer Seasonal permit – £250
- Winter Seasonal permit - £150

For use in:	
East Green car park, Littlehampton	Mewsbrook car park, Littlehampton
Sea Road car park, Littlehampton	The Wall car park, Littlehampton
West Green car park, Littlehampton	West Beach car park, Littlehampton

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### **BOGNOR REGIS NON-RESIDENT SEASONAL PARKING PERMIT**

- Annual Seasonal permit – £430
- Summer Seasonal permit – £310
- Winter Seasonal permit - £190

For use in:	
Hotham Park car park, Bognor Regis	Gloucester Road car park, Bognor Regis
Rock Gardens car park, Bognor Regis	Culver Road car park, Bognor Regis
West Park car park, Aldwick	

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### **LITTLEHAMPTON NON-RESIDENT SEASONAL PARKING PERMIT**

- Annual Seasonal permit – £430
- Summer Seasonal permit – £310
- Winter Seasonal permit - £190

For use in:	
East Green car park, Littlehampton	Mewsbrook car park, Littlehampton
Sea Road car park, Littlehampton	The Wall car park, Littlehampton
West Green car park, Littlehampton	West Beach car park, Littlehampton