



BEAUDESERT & HENLEY IN ARDEN JOINT PARISH COUNCIL  
**EXTRAORDINARY MEETING**

Dear Councillor,

You are summoned to an extraordinary meeting of your Joint Parish Council, on **Monday the 21<sup>st</sup> of February 2022 at 7.00 pm** at the Memorial Hall, Station Road, Henley. The meeting will consider the items set out in the agenda following. Please observe Covid restrictions imposed by the hall management.

Signed  **Ray Evans – Clerk** Date of Summons: **15.02.2022**

**Public Question Time**

This session (at the Chair's discretion, may last up to 15 minutes overall, 3 minutes per speaker) **is not part of the formal meeting of the Council** and no decisions will be made. It may be regarded as a forum for open discussion after which, members of the public will not have any further opportunities to speak. Limited minutes may be recorded if there is need for such matter to be included on a future agenda.

Public Bodies (admissions to meetings) Act 1960 s 1 extended by the LG Act 1972 s 100.

**AGENDA**

- 1. Apologies**
- 2. Declarations of Interest**
- 3. Acceptance of Minutes of the last Extraordinary Meeting**
- 4. THE DEBATE ON THE CROFT CAR PARK**

A copy of the full agenda can be found on the JPC website  
[www.henley-in-arden-pc.gov.uk](http://www.henley-in-arden-pc.gov.uk)

**1.**

<p><b>Acceptance of Apologies for Absence</b>          Schedule 12 of the Local Government Act 1972. Under Section 85(1) of the Local Government Act 1972, members present must decide whether the reason(s) for a member's absence are accepted.</p>	
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**2.**

<p><b>To Receive Declarations of Interest and Dispensations</b>          Disclosable Pecuniary Interests) Regulations 2012 (SI 2012/1464) (NB this does not preclude any later declarations).</p>	
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### 3.

<b>To Receive &amp; Sign Minutes of Last Extraordinary Meeting</b> LGA 1972 Sch 12 para 41(1)	.
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## 4. THE DEBATE ON THE CROFT CAR PARK

### 4.1 Genesis

On the 7<sup>th</sup> of November 2019, the registration application for the Croft car park was completed in favour of Beaudesert & Henley in Arden Joint Parish Council.

The property is the freehold land known as The Croft Car Park, Henley in Arden B95 5BY, more commonly designated "A Shoppers Car Park"

The official copy of the **Report on Title** prepared by the appointed solicitors to the JPC is available on the JPC website under <https://www.henley-in-arden-pc.gov.uk/parking-and-traffic/>

The JPC are duty bound by its contents, which entails due care in the upkeep and maintenance of the site as a car park. This cost and associated business rates, creates a liability for the electorate of Beaudesert and Henley in Arden, of approximately £4,000.00 per annum, which at this time, is borne entirely from JPC precept payments.

It is therefore necessary for this facility to become self-supporting and if appropriate, an income stream for the residents of Henley and the bounds.

### 4.2 Professional Support

The JPC has sought knowledgeable input from Peter D Lowe B.Eng., C.Eng, M.I.C.E, FBPA, Managing Director, **RTA Associates Ltd**, on several occasions in the last 4 years and his findings have been the subject of debate in public. His core recommendation is that the JPC should appoint a car parking management contractor to run and maintain the site. This recommendation aligns with the policy view of the previous JPC administration.

### 4.3 Professional Management **[For Information Only]**

Based on RTA's recommendations, the JPC sought advice from Mr. Jamie De Savary, Managing Director of **Napier Parking Limited**, website [www.napierparking.co.uk](http://www.napierparking.co.uk) – a summary of their guidance follows

- Site cannot be provided with ANPR surveillance as other users of the car park and residents of the Croft have the right to refuse permission.
- Best solution is a **Pay and Display** car park.
- As street parking is free for 2 hours, charges suggested are:



Up to 2 hours FREE  
 Up to 3 hours £2.00  
 Up to 4 hours £3.00  
 Up to 8 hours £6.00  
 All day - £8.00

- The above is structured so the site is more **attractive to shoppers**. An option maybe that first two hours is 40p as it is more convenient than on street parking further away from the shops.
- Ticket machine issues tickets with a detachable section which can be used as a reminder or a refund voucher so local shops could take part in a promotional refund scheme.
- Permits could be used for outside busy times, for example, after 5.00pm and valid on Sundays and Bank Holidays. Available to local residents, meaning spaces have maximum usage but always controlled.
- Napier would enforce the site, install pay stations, signage and line painting funded by a percentage of the parking tariffs, **revenue from enforcement retained by Napier**.

**4.4 The Proposal for Consideration and if appropriate, a resolution to be carried for action by the JPC is:**

That the JPC appoint a third party management contractor to run the site, based on the example provided by Napier and resolved by selecting the most appropriate format from Napier and two other suitable operators. That each operator provide a report detailing those **spaces for shoppers and permit holders, estimates for running costs, parking fee collection revenue and estimated penalty charges**. That these THREE reports then be debated, and a selection made to **contract out this site management** for a fixed period of time, subject to an appropriate review and reaffirmation, yearly thereafter.

**Clerk’s Note:** If time allows, the matter of a pro-forma from Shakespeare’s England, will be debated.

**Date of Next Meeting: Monday the 7th of March 2022**

Signed..... Date.....