

## Agenda for Car Parking Task and Finish Forum Thursday, 9th January, 2020, 6.00 pm

### Members of Car Parking Task and Finish Forum

K Bloxham, M Chapman, A Colman, B De Saram, A Dent,  
M Howe, P Millar, V Ranger, J Rowland, E Rylance, J Whibley  
and T Woodward

**Venue:** Blackdown House

**Contact:** Chris Lane, Democratic Services Officer;

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(or group number 01395 517546)

2<sup>nd</sup> January 2020



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- 1 Public speaking
- 2 Minutes of previous meeting (Pages 2 - 7)
- 3 Apologies
- 4 Declarations of interest
- 5 Matters of urgency  
Information on [matters of urgency](#) is available online
- 6 Confidential/exempt items  
To agree any items to be dealt with after the public (including the press) have been excluded.
- 7 Review of Councils Car Parking Operations (Pages 8 - 11)
  - Review the existing hourly rate of £1.10
  - Review of winter parking offer
  - Review of a further 10+ car parks. Suggest we start with Exmouth who have 13 in total

[Decision making and equalities](#)

EAST DEVON DISTRICT COUNCIL

Minutes of the meeting of Car Parking Task and Finish Forum held at Council Chamber, Blackdown House, Border Road, Honiton, EX14 1EJ on 19 December 2019

**Attendance list at end of document**

The meeting started at 6.00 pm and ended at 7.50 pm

14 Public speaking

Liz McLean a Sidmouth resident, joined in the discussion on the issue of the Car Parking charges in Sidmouth with the permission of the Chairman.

15 Minutes of previous meeting

The minutes of the previous meeting held on 28 November 2019 were agreed as a true record.

16 Apologies

17 Declarations of interest

Minute 20 Review of Council's Car Parking Operations - Free and Non Profit Car Parks. Councillor Andrew Colman, Personal, Exmouth Town Councillor.

Minute 20 Review of Council's Car Parking Operations - Free and Non Profit Car Parks. Councillor Bruce De Saram, Personal, Exmouth Town Councillor.

Minute 20 Review of Council's Car Parking Operations - Free and Non Profit Car Parks. Councillor Joe Whibley, Personal, Exmouth Town Councillor.

Minute 20 Review of Council's Car Parking Operations - Free and Non Profit Car Parks. Councillor Maddy Chapman, Personal, Exmouth Town Councillor.

Minute 20 Review of Council's Car Parking Operations - Free and Non Profit Car Parks. Councillor Paul Millar, Personal, Exmouth Town Councillor.

Minute 20 Review of Council's Car Parking Operations - Free and Non Profit Car Parks. Councillor Tony McCollum, Personal, Exmouth Town Councillor.

18 Matters of urgency

There were no matters of urgency.

19 Confidential/exempt items

There were no matters which the officers recommended be dealt with in this way.

20 Review of Council's Car Parking Operations - Free and Non Profit Car Parks

The Chairman gave a summary to the work of the Car Parking Task and Finish Forum (TAFF) which was set up following the item being called-in. The first meeting established the facts and that the issue was essential part of the council's budget to increase its income from car parks. The second meeting highlighted detailed costings per car park with 15 of these being cost-negative costing the council £100k.

Andrew Ennis, Service Lead Environmental Health & Car Parks highlighted the income generated by a few car parks with the total gross income from car parks being £3.2m, reserved parking £43k and penalty charges £40k as an example. The costs reduction included business rates, VAT, maintenance charges, management costs, Streetscene and customer services to name a few.

Discussions on the financially negative car parks were as followed;

**1. Maer Road car park long stay, Exmouth**

This was now reduced to 200 car parking spaces due to the increase in coach bays though the loss at Queens Drive car park. It was anticipated further increases in visitor numbers and therefore revenue as Exmouth's visitor offer further improves with the completion of Queens Drive Regeneration phases 2 and 3.

**RECOMMENDED:** that

1. To increase the coach parking fee from £5 to £10 per day
2. To advise Exmouth Town Council to look at all issues re facilities needed to support camper vans for the 2-Year pilot TAFF they were leading on concerning this matter.

**2. Cliff Top long stay car park, Beer**

This was a large grass covered car park that generated a little over £15,000 last year but again, due to its size, with the 'per space' accounting model it carried a large proportion of the services general costs. The car park was an important facility for visitors wishing to access the Southwest coast path and acted as an important summer overflow car park for the village.

**RECOMMENDED:**

No action - to be kept under review

**3. Underhill long stay car park Lypstone**

This was a busy car park and although pay and display transactions increase significantly during the summer, many of the spaces are occupied by permit holding residents and second-home owners. Revenue was therefore relatively poor at just over £12,000 last year. The tariff here was increased in April 2019 and although this was currently the only public car here, the possibility of offering an alternative car park for permit holders was being explored.

**RECOMMENDED:**

That the car park remains a pay & display to increase income.

**4. Dolphin Street long stay car park Colyton**

This car park was well used and considered to be an important facility for the town helping to reduce on street parking stress and congestion. However it has historically been operated on a very low tariff (40p per hour) that was only increased to £1 per hour in April of this year so last year it produced less than £10,000 gross revenue but that may improve in the coming year.

**RECOMMENDED:**

No action - to be kept under review

**5. Brook Street long stay car park, Ottery St Mary**

This car park was well used by permit holding customers and to a lesser extent by visitors on a pay and display basis. The car park produced just under £5,000 resulting in a small operating loss of just over £1,000 last year.

**RECOMMENDED:**

No action - to be kept under review

**6. Estuary Lorry Park**

The lorry park was currently being used as the main compound for the Exmouth Tidal Defence Works. It was suggested that an alternative use for this land could, subject to further consideration by Members (and subject to formal consideration by Development Management Committee in due course) be development of a properly designed motorhome and campervan facility.

**RECOMMENDED:**

that the northern end of the carpark be development for a properly designed motorhome and campervan facility.

**7. Seaton Town Hall long stay car park**

This small car park was well used, primarily by permit holders. It was conveniently situated for the town centre but its pay and display transaction revenue was very low (less than £2,500 last year). Consideration could be given to making this a short stay car park. This would prevent local workers and residents using permits to park here all day. This in turn would free up spaces for visitors and shoppers which could see a significant upturn in revenue.

**RECOMMENDED:**

That this be made into a short stay car park.

**8. Seaton Jurassic Coach Park**

This had been underused and EDDC recently agreed to allow free of charge coach parking here to support Seaton's bid to become a "coach friendly town". The annual costs of operating this coach park were estimated to be around £2,300.

**RECOMMENDED:**

that this be reviewed in a year's time.

**9. Upper Station car park, Budleigh Salterton**

EDDC has the freehold to this car park with it being leased to the Town Council.

**RECOMMENDED:** that

- ) this be returned to a long term car park from 8 - 6pm 7 days a week and residents parking for free in the evenings after 6pm, and
- ) Andrew Ennis asks the Town Council what their intentions are concerning the lease on the car park.

**10. Brook Road car park, Budleigh Salterton**

This was a shoppers' car park restricted to two hour maximum stays. There was an opportunity to use pay and display to generate revenue to offset the estimated operating costs which last year were over £5,000.

**RECOMMENDED:**

that this become a short stay pay and display car park.

**11. The Green car park, Broadclyst**

Although the car park could potentially derive a small revenue income (estimated at £4,961 per annum), at an estimated running cost of £150 per space of £6,150 per annum plus the cost of installing a ticket machine at £4,500, the implementation of pay and display would not provide a net revenue income. In addition, the Parish Council had looked at the use of the car park in some detail and it is clear that the car park being available for parents picking up and dropping off children at no charge/without having to spend time buying tickets was of great community benefit in terms of safety for the local residents and the children attending the schools. However, while the Parish Council had put forward a strong case to have the car park remain free of charge, they were not prepared to assist in the running costs. The Parish Council considered that having taken over the maintenance of the public toilets in the village, no further financial burden should be paid for through the precept.

**RECOMMENDED:**

No action - to be kept under review

**12. School Lane car park, Newton Poppleford**

This car park was held by way of the freehold title and offers 33 spaces which were currently provided free of charge. There are various rights of access over the car park. The Parish Council would like the car park to remain free of charge and they advised that it was well used by the Doctor's surgery, Cemetery users, shoppers, the church, school teachers and by night, local residents. There is no real difference of opinion concerning the importance and value of this car park to the local community. However demand was high and from an asset management point of view, this was potentially a valuable asset that could be effectively managed via a fair and transparent charging regime which could well generate a useful surplus. Alternatively the estimated annual running costs of £4,300 would need to be met from elsewhere.

**RECOMMENDED:**

No action - to be kept under review

**13. Manor Farm Estate car park, Sidbury**

The Manor Estate Yard car park was a small free car park providing 19 parking Spaces. It was believed to serve local residents during the evenings and at weekends and users of the adjacent parish hall and visitors to Sidbury generally during the day. The estimated running costs of around £2,400 could be met by car park users in the form of permit parking and possibly pay and display. Alternatives might also be

available including long term reserved car parking for nearby dwellings with no off street parking space.

**RECOMMENDED:**

No action - to be kept under review

**14. Jarvis Close car park, Exmouth**

This car park was currently managed as a short stay shoppers' car park located at Littleham Cross. It had just 12 spaces and was currently available for use free of charge. The Council was the freehold owner with no abnormal covenants and therefore had potential for alternative uses. However, it may be an important amenity supporting local shopping and therefore the local economy. It was estimated its running costs to be a little over £1000 per year.

**RECOMMENDED:**

No action - to be kept under review

**15. Blackmore Gardens car park, Sidmouth**

This car park is the freehold property of East Devon District Council but has been leased to NHS Property Services on condition that it be maintained for the benefit of users of the library and health centre. Following complaints about "never being able to find a space" from the health centre's patients' group it had become apparent that the car park was not being actively managed and had become a useful free car park for Sidmouth's residents and commuters. EDDC was in discussions with NHS Property Services staff to ascertain whether they would be interested in working with us to improve the situation. To date no proposals have been forthcoming and we have now opened a dialogue with our property services colleagues about the possibility of reacquiring possession of this car park and managing it on a pay and display tariff with "short stay" restrictions that will maximise the chances of library and health centre users finding a space.

**RECOMMENDED:** that

- ) Andrew Ennis got back into discussions with the NHS and report back to the TAFF, and
- ) free spaces for disabled drivers be made available.

21 Date of next meeting

The next meeting would be held on Thursday 9 January 2020 at 6pm in the Council Chamber.

At the next meeting the following issues would be discussed;

- ) Raising the car parking rate to £1.10 per hour
- ) Consideration to the winter parking offer
- ) Plus 10 more car parks to be reviewed, with ones in towns being grouped alphabetically.

Attendance List

**Councillors present:**

M Chapman  
A Colman  
B De Saram

A Dent (Chairman)  
P Millar  
V Ranger  
J Whibley  
T Woodward

**Councillors also present (for some or all the meeting)**

T McCollum

**Officers in attendance:**

Jacqueline Collins, Civil Enforcement Officer  
Amanda Coombes, Democratic Services Officer  
Andrew Ennis, Service Lead Environmental Health and Car Parks

**Councillor apologies:**

K Bloxham  
J Rowland  
E Rylance

Chairman .....

Date: .....

car park	total gross income	costs	residual income	number of spaces in car park	net income per space(minus indicates a net cost)
	£3,889,101.62	£1,654,923	£2,234,179	5112	£437.05
<b>Axminster</b>					
Poplar Mount L/S, Axminster	£19,141.60	£15,305	£3,836	76	£50.48
South Street S/S, Axminster	£22,262.85	£16,248	£6,015	37	£162.56
West Street S/S, Axminster	£82,429.60	£48,746	£33,684	111	£303.46
West Street L/S, Axminster	£6,521.80	£5,851	£671	34	£19.72
Coombe Lane L/S, Axminster	£23,223.80	£17,887	£5,337	87	£61.35
<b>Beer</b>					
Fore Street S/S, Beer	£16,590.25	£6,109	£10,481	10	£1,048.08
Cliff Top L/S, Beer	£15,422.81	£44,874	-£29,451	300	-£98.17
Central L/S, Beer	£159,470.95	£74,570	£84,901	208	£408.18
<b>Broadclyst</b>					
The Green car park Broadclyst	£0.00	£4,271	-£4,271	41	-£104.16
<b>Budleigh Salterton</b>					
Rolle Mews S/S, Budleigh Salterton	£52,500.45	£21,860	£30,640	45	£680.89
Lime Kiln L/S, Budleigh Salterton	£140,296.16	£69,785	£70,511	422	£167.09
Lower Station Road S/S, Budleigh Salterton	£12,651.50	£9,938	£2,714	39	£69.58
Upper Station car park Budleigh Salterton	£500.00	£11,354	-£10,854	109	-£99.58
Brook Road car park Budleigh Salterton	£0.00	£5,930	-£5,930	15	-£395.36
<b>Colyton</b>					
Dolphin Street L/S, Colyton	£9,881.95	£11,255	-£1,373	57	-£24.09
<b>Exmouth</b>					

Imperial Road S/S, Exmouth	£387,902.80	£148,638	£239,265	241	£992.80
Camperdown Terrace L/S, Exmouth	£38,613.20	£24,205	£14,408	116	£124.21
London Hotel S/S, Exmouth	£257,461.90	£118,661	£138,801	150	£925.34
Queens Drive L/S, Exmouth	£180,580.05	£81,781	£98,799	184	£536.95
Queens Drive Echelon L/S, Exmouth	£49,374.35	£23,359	£26,015	78	£333.53
Foxholes L/S, Exmouth	£68,862.10	£42,100	£26,762	206	£129.91
Estuary Car L/S, Exmouth	£54,663.50	£35,935	£18,728	159	£117.79
Imperial Road Recreation Ground L/S, Exmouth	£41,244.05	£16,090	£25,154	65	£386.98
Beach Gardens S/S, Exmouth	£23,511.95	£8,918	£14,594	26	£561.32
Town Hall S/S, Exmouth	£22,807.85	£14,039	£8,769	32	£274.02
Maer Road L/S, Exmouth	£22,571.60	£34,866	-£12,294	209	-£58.82
Old Lifeboat Station S/S, Exmouth	£6,988.85	£3,742	£3,247	13	£249.78
Estuary Lorry L/S, Exmouth	£2,520.20	£3,830	-£1,310	21	-£62.38
Motorhome Overnight, Exmouth	£1,375.00	£229	£1,146		
Mamhead Slipway, Exmouth	£1,020.00	£378	£642	2	£320.84
Helena Place Exmouth	£4,500.00	£1,354	£3,146	13	£241.99
Jarvis Close car park Littleham Cross, Exmouth	£0.00	£1,250	-£1,250	12	-£104.16
<b>Honiton</b>					
Lace Walk S/S, Honiton	£277,293.70	£129,516	£147,778	221	£668.68
THG, Honiton	£20,595.20	£8,926	£11,669	41	£284.61
King Street S/S, Honiton	£65,347.35	£25,840	£39,508	35	£1,128.79
New Street (South) L/S, Honiton	£46,703.40	£19,775	£26,928	29	£928.55
New Street (North) L/S, Honiton	£23,497.85	£8,785	£14,713	35	£420.37
Silver Street L/S, Honiton	£43,304.05	£25,133	£18,171	90	£201.90
<b>Lympstone</b>					
Underhill L/S, Lympstone	£12,356.35	£14,432	-£2,075	84	-£24.71

**Newton Popleford**

School Lane car park Newton Popleford	£0.00	£4,385	-£4,385	33	-£132.89
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<b>Ottery St Mary</b>
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Canaan Way L/S, Ottery St Mary	£30,224.30	£24,042	£6,183	132	£46.84
Brook Street L/S, Ottery St Mary	£4,988.60	£6,812	-£1,823	33	-£55.24

<b>Seaton</b>
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Seaton Jurassic L/S, Seaton	£92,052.15	£48,582	£43,470	151	£287.88
Orchard Road S/S, Seaton	£35,920.05	£30,229	£5,691	168	£33.88
The Underfleet (west) L/S, Seaton	£28,514.35	£13,058	£15,456	68	£227.30
Town Hall L/S, Seaton	£2,481.80	£3,720	-£1,238	20	-£61.89

Seaton Jurassic Coach Park, Seaton	£222.00	£2,366	-£2,144	9	-£238.27
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<b>Sidbury</b>
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Manor Farm Estate car park Sidbury	£0.00	£2,495	-£2,495	19	-£131.32
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<b>Sidford</b>
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Church Street L/S, Sidford	£11,930.80	£11,885	£46	57	£0.81
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<b>Sidmouth</b>
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Manor Road L/S, Sidmouth	£218,047.90	£103,939	£114,109	306	£372.91
Ham West S/S, Sidmouth	£308,467.85	£132,419	£176,049	191	£921.72
Ham East S/S, Sidmouth	£117,713.35	£29,877	£87,837	75	£1,171.16
Roxburgh S/S, Sidmouth	£122,055.85	£34,557	£87,499	73	£1,198.61
Mill Street S/S, Sidmouth	£51,426.85	£19,527	£31,899	46	£693.47
Holmdale Sdmouth	£16,500.00	£1,146	£15,354	11	£1,395.84
Temple Street car park Sidmouth	£6,000.00	£3,949	£2,051	31	£66.16
Manor Pavilion S/S, Sidmouth	£24,940.75	£7,046	£17,895	16	£1,118.41
Blackmore Gardens car park Sidmouth	£126.00	£2,083	-£1,957	20	-£97.86

