

**Minutes of the Car Park Sub-Committee Meeting**  
**held on 7 January 2025 at 11.00am at the Parish Office, Main Road, Danbury**

Present: Cllrs S Berlyn, G Chapman, P Churchouse and N Orange

In attendance: M Harper (Clerk), Cllr A Chapman, Cllr Hessing and 8 members of the public

**24/25.12 Apologies for absence**

None

**24/25.13 Declarations of Interest**

Members are required to declare any personal or prejudicial interests they know they may have in items of business on the meeting's agenda. They are reminded that they will need to repeat their declaration at the appropriate point in the meeting and leave the room if the interest is a prejudicial one. Unforeseen interests must be declared similarly at the appropriate time.

There were no Declarations of Interest.

**24/25.14 To approve Minutes of the Car Park Sub Committee meeting held 12 December 2024**

RESOLVED: the minutes of the Car Park Sub Committee meeting held on 7 January 2025 be approved and signed as a true record

**24/25.15 Public Question Time**

Members of the public are invited to address the Council, give their views and question the Council on issues on this agenda, or raise issues for future consideration (at the discretion of the Chairman). Members of the public may not take part in the Council meeting itself. At the close of this item members of the public will no longer be permitted to address the Council unless invited to do so by the Chairman. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 5 minutes. Members of the public should address their representation through the Chairman of the meeting.

Representations were made from 1 local business in relation to the implementation of the car park management scheme and the potential effects on the businesses who are currently using the car parks for employee parking.

A representative from the Tennis Club raised concerns regarding the implementation of the scheme and the possible effect on the member using the facilities

**24/25.16 Representation from Local Businesses**

Further to discussion held with the representatives from the local business present, the Sub Committee asked that the minimum car parking requirement be submitted to the Clerk

RESOLVED: that the businesses present submit the minimum number of car 'permits' and time of use needed for further consideration, proposed by Cllr G Chapman and seconded by Cllr Berlyn, all agreed

**24/25.17 Representation from Local Organisations**

RESOLVED: that there would be no change to the current arrangement of a tablet in the Tennis Pavilion and 3 cars on the whitelist, proposed by Cllr G Chapman and seconded by Cllr Orange, all agreed

**24/25.18 Grace Period for 2hr Return**

RESOLVED: that the grace period for the 2hr no return would be extended to 30minutes, proposed by Cllr Berlyn and seconded by Cllr Orange, all agreed

**24/25.19 Car Park Signage**

RESOLVED: that the approval of the signage would be delegated to the Clerk in conjunction with the Sub Committee Chairman, proposed by Cllr Berlyn and seconded by Cllr Churchouse, all agreed

**24/25.20 Whitelisting Councillor cars**

This item was withdrawn

**24/25.21 Exclusion of Press and Public**

In accordance with S.1 of the Public Bodies (Admission to Meetings) Act 1960 in view of the nature of the business to be discussed it is in the opinion of the Committee advisable that the Public and Press be excluded and they were instructed to withdraw

**24/25.22 Policy Review**

It was agreed that the Clerk would circulate information for a policy

**24/25.23 Matters for Report (for information only)**

There were no matters for report

**24/25.24 Dates of next meeting**

Wednesday 15 January 2025 at 7pm

There being no further business the meeting closed at 12.45pm

Chairman .....

Date .....