

29th November 2013.

Dear Councillor Beeton,

Thank you for your email of 18th November 2013 attaching Dedham's responses after the Car Parking Working Party at Dedham Parish Council's (DPC).

Colchester Borough Council apologise if there was general disappointment with the overall response from CBC however it is hoped the further answers below will clarify the information required for the Parking Strategy for Dedham and to help further your final discussions.

Question 1. Financial Information and Costings

We were trying to get information as to what a typical account might look like for this kind of project – i.e. something that would demonstrate what the categories of income and expenditure might be and particularly how overheads were charged and on what basis.

We were referred to the Partnership Agreement for West Mersea which does not provide any of this kind of information and in addition, the Agreement itself would not be appropriate for Dedham as we do not own any of the carparks (unless of course we were to include Royal Square in our proposals).

It would therefore be helpful if you could provide the information that we requested and also a draft copy of the kind of Partnership Agreement you might expect Dedham to enter into next year.

Payments would be reconciled in accordance to the final agreement and a cheque would be raised to DPC for the period. Please see below a payment summary example which would be sent to the Parish Clerk when processing each payment keeping a log of the payments made so far this financial year

A draft agreement is currently being worked on to meet the objective of having an agreement between the Council and DPC.

Payment Summary Example

Just to let you know you should shortly be receiving a payment of £000.00 for period 7 parking income.

This breaks down into £0000.00 for P&D income and £00.00 for PCN income.

I have attached a further breakdown for further clarification.

PCN Income for 2013 /14

NB - VAT - Sent GROSS

	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14
Mill Road	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00					
Mill Pond	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00					
	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00					
est to be paid to DPC	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00					
actual paid to DPC	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00					

Pay and Display Income for 2013/014

SR - VAT but sent GROSS

	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14
Mill Road	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00					
Mill Pond	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00					
	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00					
est to be paid to DPC	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00					
actual paid to DPC	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00					

Pay and Display Usage 2013/14

Tariff Usage

	Apr-13	May-13	Jun-13	Jul-13	Aug-13	Sep-13	Oct-13	Nov-13	Dec-13	Jan-14	Feb-14	Mar-14
Coast Road	0	0	0	0	0	0	0					

High Street

0	0	0	0	0	0	0
0	0	0	0	0	0	0

Question 2. Implementation and Start-up works and Associated Costs

Your stance on the coach park did not appear to be very helpful. You indicate that our 'suggestion' that the coach park is under-utilised 'will be looked into' but 'will be difficult to amend without major investment' but you might be able to manage 'better signage'.

Any visit to Dedham during a summer weekend would demonstrate that the coach park is choc-a-block with cars that are not meant to park there but if they didn't the pressure on the other car parks which were already filled to capacity would be extraordinary. To suggest therefore that the problem might potentially be resolved by the use of better signage would seem to demonstrate that you are not well informed about the conditions that exist in this car park. In respect of the major investment: we were under the impression that a major objective of this new strategy was that income from charging would be available for investment precisely for solving this kind of problem. If it is not, and we cannot look forward to any additional investment what is the purpose of our signing up to this?

To be constructive the Parish Council has requested that we have a site meeting at the Mill Lane Car Park where we can look at the overall facilities available; the apportionment of space between the coach and main car parks; what is feasible in terms of redistributing some of the space allocated to the existing coach park; how we should treat the green space in the middle; what improvements (i.e. groundwork, clearance, marking and signage) do we agree are necessary in both the short and longer term and which of these do we agree should be included as 'start up' works and completed before the new parking regime comes into operation. It would be helpful to have such a meeting as soon as possible.

Your response regarding ticketing in connection with a possible incentive scheme was helpful and we are exploring this.

Trevor Degville, Leah Whitwell and Simon High are happy to have a site visit to discuss these issues. Current suggested dates for a meeting are:

- 8th January; 10th January and 24th January

3. Annual Maintenance Works and Costs

Thanks for this information; do you have a copy of an Asset Management Plan that we could see as a typical example?

From the above site visit in can be ascertained the annual maintenance requirements.

4. Arrangements between NEPP and CBC

Thank you for the further information on this. You will of course be aware of the recent publicity about the deficit position of NEPP and the associated reports about lack of enforcement. These reports have given us serious concerns about the resources that are likely to be allocated to managing our car parks effectively. It is

already our experience that enforcement of the two-hour restriction in the High Street is limited and if this is an example of the level of enforcement we can expect in the main car parks it will encourage regular visitors to question whether they should continue to pay for parking if other visitors appear to park free without sanction.

We therefore request some detailed information about the proposed management regime for enforcement, i.e. how many operatives cover how many car parks, at what times and days of the week and what frequency?

Currently Dedham is enforced once every one-two weeks and additional beats upon request due to there currently being minimal limited waiting restrictions to be enforced.

Additional beats would be incorporated into the officer routes to the area due to the charges being introduced into the car park.

5. Use of profits generated on the Account

There seems to be some contradiction between your response under this heading and that given under Question 3.

To be clear, can we be assured that the income and expenditure account for Dedham Car Parks is ring-fenced and that only the CBC share of any profit will be for use at the discretion of CBC?

It is correct that only the CBC share of the income will be used at this Council's discretion

6. Investment towards provision of Public Toilets

We will look forward to receiving a further response on this post your referral; it looks doubtful that CBC is either willing or able to contribute to this project.

As previously discussed the intention will be that the funding retained by the Borough Council will primarily be used to maintain car parks. The Council will not be requiring Dedham Parish Council to declare how it spends its proportion of the funding, but if it wanted to use it to contribute to providing further toilet facilities then that would be DPC's choice.

As you may be aware from other correspondence received from the Council's Community Service Group the Council is looking at alternative ownership and delivery methods for public toilet provision.

7. Collaboration with Suffolk Authority

Thank you for this; please will you keep us abreast of your consultations with other Authorities.

The Council will consult with the relevant Suffolk authorities and the Dedham Vale AONB and Stour Valley Project and will keep DPC update on any consultation with other authorities.

Next Steps

Once Dedham Parish Council had completed its consultation with both residents and businesses and reported January meeting of DPC please can CBC have a copy of the final analysis of this consultation and a copy of the minutes from the January meeting.

Please see above the suggested dates for a site meeting with my colleagues to discuss this site further. I await your response and confirmation on the most suitable date to have a site visit.

Yours sincerely

Matthew Young
Head of Operational Services