

To: Cabinet
Date: Wednesday 18th March 2026
Report of: Director for Property & Assets
Title of Report: Introduction of charging at 1 existing off-street car park and making of a new parking order

Summary and recommendations	
Purpose of report:	To approve making of a new off-street parking place order as well as implementing charges at one car park
Key decision:	No
Cabinet Member:	Councillor Alex Hollingsworth Cabinet Member for Planning and Culture
Corporate Priority:	Strong, Fair Economy
Policy Framework:	None

Recommendation(s): That Cabinet resolves to:	
1.	Approve the making of new off-street parking places order covering Car Park off Meadow Lane
2.	Approve the introduction of charges at Meadow Lane Car Park as set out in Appendix 1
3.	Delegate authority to the Director for Property & Assets in consultation with relevant Cabinet Members to follow due procedure as set out in the Local Authorities' Traffic Order (Procedure)(England and Wales) Regulations 1996 and in the Road Traffic Regulations Act 1984 including required public consultation and consideration of objections and responses to them.
4.	Delegate authority to the Director for Property & Assets in consultation with relevant Cabinet Members to approve Notice of Making and Making of Orders.

Appendices	
Appendix 1	Proposed Tariffs
Appendix 2	Risk Register
Appendix 3	Equalities Impact Assessment

Introduction and background

1. The Council's Off-Street Parking Orders allow the implementation of charges across the portfolio, along with the enforcement of payment of these charges.
2. The car park off Meadow Lane is not currently included on the Council's Off-Street Parking Order. The Car Park has historically been an informal parking area but with the grant of planning on 7th October 2025 it is now a formal public car park, serving the local community and facilitating access to sports and leisure facilities along the river.
3. There are a number of conditions to discharge on the planning consent, including some relining to create a one-way system, fencing to prevent parking on the verge and implementation of a tariff.

Proposal

4. It is recommended that consultation commences to create a new Off-Street Parking Order for this car park and the suggested tariff is shown in Appendix 1. The intention to introduce the tariff will be advertised for 21 days and any comments received will be considered prior to the implementation.
5. In line with the planning condition, the tariff has been designed to facilitate access but deter commuter use of the car park.
6. It should be noted, there was a period of closure of the car park prior to the grant of planning in October. Falcon Rowing Club occupy the building adjoining the car park. When the club redeveloped the rowing club the car park was included within their red line. Due to this, the car park was closed to the public while the condition was varied. The Council is in discussions with Falcon to ensure access to the club is maintained and to ensure busy periods are managed.

Financial Implications

7. It is anticipated that Meadow Lane will generate circa £6k pa from parking charges which is broadly aligned to the annual maintenance liability for the site.

Legal Implications

8. Please see appendix 4 setting out the process to implement a new order.

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Background Papers: None

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