

Joint Parking Partnership

Joint Parking Committee AGM on 22 June 2009 at 2pm in
Uttlesford District Council offices, High Street, Great Dunmow

Minutes

| | | |
|-------------------|--------------------------------|---|
| Present: | Cllr Roger Walters (Cllr RW) | Braintree District Council |
| | Cllr Robert Mitchell (Cllr RM) | Braintree District Council |
| | Cllr Susan Barker (Cllr SB) | Uttlesford District Council |
| | Cllr Rod Chamberlain (Cllr RC) | Uttlesford District Council |
| | Cllr Martin Hunt (Cllr MH) | Colchester Borough Council |
| | Paul Partridge (PP) | Braintree District Council |
| | Denise Thoday | Uttlesford District Council |
| | Ron Pridham (RP) | Uttlesford District Council |
| | Michael Perry (MP) | Uttlesford District Council |
| | Matthew Young (MY) | Colchester Borough Council |
| | Richard Walker (RW) | Colchester Borough Council |
| | Karen Daniel (KD) | Colchester Borough Council (Note taker) |
| Apologies: | Diane Burrige (DB) | Uttlesford District Council |
| Copied to: | Derek Macpherson | Colchester Borough Council |
| | Elizabeth Pinto | Colchester Borough Council |
| | Joe Cheeseman | Colchester Borough Council |
| | John Macdonald | Colchester Borough Council |
| | Steve Bilton | Colchester Borough Council |
| | Lucill Curtis | Colchester Borough Council |

| | | Action by |
|-------------|--|-----------|
| 1.00 | Election of Chairman and Vice Chairman of Joint Parking Partnership Committee | |
| 1.01 | Cllr MH proposed Cllr RW to act as Chairman and all agreed. | |
| 1.02 | Cllr RW proposed Cllr SB to act as Vice Chairman and all agreed. | |
| 2.00 | Minutes and matters arising | |
| 2.01 | The minutes were noted and accepted. | |
| 2.02 | Actions from 26 March 2009 | |
| 2.05 | MY stated that he had not received a positive response from ECC in relation to the issue on audit fees. MY agreed to forward all correspondence to Cllr RW for him to take a further lead. | MY |
| 3.00 | Draft Joint Parking Committee (JPC) Agreement | |
| 3.01 | The Joint Parking Committee Agreement has now been signed and the Committee is fully constituted | |
| 3.02 | PP was given an assurance that the budget for each authority was earmarked. | |
| 3.03 | PP agreed to enquire of the difference between the Country Park | PP |

Board in Braintree and this board and report back at the next meeting.

4.00 Parking Development Plan

4.01 A copy of the draft Parking Strategy & Development Plan 2009/10 was sent out before the meeting.

4.02 RW stated that the Plan would be finalised each year but the appendices would remain as working documents.

The current draft Parking Strategy & Development Plan 2009/10 will be formally agreed by each authority and ceased to be a draft in time for the next meeting.

RW

RW stated that an Asset Management Plan will be developed in due course.

Each authority is to set their individual Fees & Charges. RW/MY will be on hand to assist in the process.

All

4.03 RW to circulate information on short term Blue Badge permits.

RW

5.00 Operational Update

5.01 RW gave an update on operational issues.

RW provided information on cashless parking charges and agreed to provide a cost analysis for the next meeting.

RW

A discussion on ANPR took place.

5.02 RW agreed to circulate a Who's Who for the Partnership.

RW

5.03 PP stated that transfer of operations from BDC went exceptionally well and thanked MY, RW and team for their assistance.

6.00 Application to join the Parking Partnership from Halstead Town Council

6.01 MY announced that an application to join the Parking Partnership had been received from Halstead Town Council. Halsted TC agreed to pass its operational budget and 2 personnel (1½ FTE) to the Partnership but did not want representation on the committee.

Cllr RW requested that a report is written outlining the proposals and submitted through the chairman. All agreed in principle as long as there are no extra costs to the Partnership.

MY/RW

7.00 Any Other Business

7.01 There was no other business.

8.00 Dates of Future Meetings

8.01 The suggested dates for future meetings were agreed as follows:

28 October 2009 at 10:00 in Colchester Borough Council offices

13 January 2010 at 10:00 in Braintree District Council offices

10 March 2010 at 10:00 in Uttlesford District Council offices

23 June 2010 at 10:00 in Colchester Borough Council offices (AGM)

8.02 It was suggested that the following items would feature in the annual cycle of meetings as follows:-
October – Draft Budget and Operational Report
January – Final Budget and Operational Report
March – Operational Plan
June – AGM

8.02 Close 15:05