

**DITTISHAM PARISH COUNCIL**  
**Incorporating the Hamlet of Capton and the Manors of Bozomzeal and Coombe**

**Approved Minutes of the meeting of the Annual Parish Meeting held in Dittisham Village Hall, on Wednesday 2 April 2014 at 7.00 p.m.**

Present: Cllrs M Faulkner (Chairman), Cllr S Stothart, Cllr R Bond, Cllr C Fraenkel, Cllr A Stevens, Cllr J Tucker, Cllr P Unitt, Cllr K Wotton and A Thom (Clerk)

County Cllr Hawkins (entered approximately 19:25)

18 members of the public were present.

**1. Welcome by the Chairman.**

The Chair welcomed all present, and explained the format of the meeting.

**2. To consider approval of the minutes of the Annual Parish Meeting held on 3 April 2013.**

It was **resolved** to approve the minutes.

**3. Management of the Level Car Park**

**3.1 Overview – Cllr Faulkner**

The conclusions of the October 2013 public meeting were summarised. Following the public meeting the Parish Council took forward the possibility of purchasing the Level Car Park as requested. The agreed strategy is to work towards a short term lease. This will allow piloting of pay and display car parking and time to consider long-term options. The public toilets on the Ham are no longer part of the negotiations with SHDC. It is anticipated a licence would be for 2-3 years.

**3.2 Where we are – Cllr Stothart**

Cllr Stothart explained it is a difficult and complex situation, with difficult and complex decisions to be made. The Level Car Park 'Where we are' and 'Decisions to be taken' document was discussed. It is expected that a lease would be for 3 years with a break clause and the option to purchase the Level Car Park. It is expected any purchase would be financed via a fixed rate Public Works Loan Board loan. The valuation is expected to be based on ten times the annual takings (method of calculation) to be agreed. Basing any future purchase on actual takings would decrease the risk to the Parish. The meeting's input to the decision is invaluable. The rights of all Parishioners must be considered as must the expectations of SHDC.

**3.3 Finance - Clerk**

The Clerk explained the current financial assessment of the decision. Some costs are known, some can be estimated, and some still to be negotiated with SHDC.

1. The costs to the Parish if the Level Car Park (LCP) management is taken on are:

a. Rates: whatever the Parish does with the LCP there will be a rates bill of around £2,000 for the LCP. This is currently paid by SHDC while it is operated as a free car park. In addition DPC would lose the discretionary small business rates relief we currently receive on the Ham Car Park (HCP) which makes DPC liable for its rates: another £2,000 thousand pounds approximately.

b. Maintenance will be required from time to time. This has been estimated as £1,500 per year on average.

These basic rates and maintenance costs total £5,500.

c. If the Parish decides to make the LCP a pay and display to meet these basic costs it would need to meet start up costs such as machine installation (?£3,000) and signs (inexpensive).

d. Annual pay and display running costs for the LCP are estimated at £1,000.

e. There may be a licence/lease fee to pay – not yet negotiated.

f. A 50 year fixed rate loan of £150,000 from the Public Works Loan Board has payments of around 7,500 annually. This was used as an estimate of a lease/licence fee.

g. Total annual costs (running plus loan) £12,000 (if the Ham Car Park's rates are included this increases to £14,000) to take on the LCP and run it as a pay car park

2. Income from the Pay and Display Car Park

How much is earned will depend on how the car park is set up, the Ham Car Park (HCP) figures have been used to estimate potential earnings.

a. HCP generates net income of £12,000 or more for the Parish each year depending on the season (more than the £11,000 Parish precept income).

b. Annual earnings have been estimated at around £500 pounds per paid space.

c. These earnings translate to LCP earnings of £9,000 if half of the 36 spaces are pay and £18,000 if all are pay spaces. These are a useful indication of potential earnings but only estimates. We don't actually know what a LCP space will actually earn and we don't know if there would be enough demand for second half to earn the same amount as first half.

3. Overall best estimates looking at total cost of the decision

a. Half of LCP pay: deficit £5,000, earnings on 36 spaces profit £4,000.

b. However these are all estimates with a lot of uncertainty

c. If the LCP is under the management of DPC we could review the numbers in the Autumn and decide if any changes are needed.

#### **4. Public Open Forum**

Q: Do we need take on management at all?

A: If DPC doesn't run the LCP it will be run by SHDC as a Pay and Display car park on SHDC's terms.

Q: Will there be resident's permits?

A: It is suggested permits would be more specific with a registration number, be issued as for the Ham Car Park and that enforcement be conducted by SHDC.

C: The PC was congratulated on its work and a plan to acquire the LCP supported.

C: The HCP and LCP are different. The HCP has few residents and the LCP is around half occupied by residents. Costing should account for this.

C: A licence with a 3-6 month get out clause was supported.

A: DPC plans to have an agreement which allows renegotiation at 3 years.

A: Valuation of LCP is based on potential income – however it is run. If run by the PC this could be done to generate enough money, but in as sensitive a way as possible to ameliorate any negative impact on the Parish.

Q: Would SHDC sell LCP to a third party?

A: SHDC would run LCP itself as a Pay and Display if it is not run by DPC.

Q: DPC has done a great job on the costs analysis.

Q: Could a trial of half pay and half residents be conducted? This would cross subsidise LCP use by residents.

Q: How many spaces?

A: 36, but the whole area may not be available for use in a Pay and Display car park.

Q: Number of permits per household?

A: One free per residence, with the option of a second possibly charged for.

C: Most people have two cars.

Q: Who uses the LCP?

A: The PC has to be fair to all Parishioners.

C: There are six residences with no parking.

A: Dartmouth has 150 [residences without parking]. Should they have preferential treatment?

A: There is a misconception that there is a 'right' to park on the Level. Historically there was no parking. They are using someone else's land.

C: Just buy it.

C: More than 50% of the Parish lives outside the village and uses cars to come into the village. Suggest one permit per permanent resident not per household. If they are not on the electoral role they shouldn't receive a permit.

C: Everyone pays 100% Council Tax.

C: Permits should be fixed to cars and have a registration number on them or they will be handed around.

A ballot was conducted of members of the public, by show of hands, asking whether conduct of enforcement by SHDC was supported in principle. Carried (fifteen in favour to three against).

The Parish Meeting closed at 7:58 pm.