

## Shere Parish Council



### Shere Car Park Charging Working Group

#### Minutes

Held 31<sup>st</sup> January 2024 Tanyard Hall, 30 Station Road, Gomshall GU5 9LF

Present: Councillors M Keeble, R Davey, M Taylor-Cotter and P Tompkins  
Clerk & RFO S Hoyland

- SCPCWG.1 To Appoint a Chairman** – Councillor M Keeble Proposed Councillor R Davey, Seconded by Councillor P Tompkins – **Councillor R Davey Elected**
- SCPCWG.2 To accept apologies and reasons for absence in accordance with the Local Government Act 1972, s 85(1) (LGA 1972)** – **Councillor B Andrews**
- SCPCWG.3 Declaration of Disclosable Pecuniary Interests (DPIs)** Declarations by Councillors on any of the agenda items below in accordance with The Localism Act 2011, ss.27-34 and the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. (SI 2012 No. 1464) – **None**
- SCPCWG.4 Questions or requests from members of the public to the Council in relation to the business on the agenda or future items for discussion** – **No members of the public were present**
- SCPCWG.5 To consider [Terms of Reference](#)** – **Recommended to Full Council for Adoption**
- SCPCWG.6 To agree and recommend to full council the project criteria for potential operators – Agreed and Recommended to Full Council the following:**
- a list of [initial questions](#) to send to car park operators and when the results are back to consider three companies for detailed site visits and quotes.
  - Chairman/Vice Chairman to Shere Recreation Ground trustees to inform current course of action
  - To consider in principle the employment of temporary extra administrative staff for additional work if required – hours and rate to be confirmed
- SCPCWG.7 To consider the physical alterations to the car park necessary for the scheme i.e. lighting, signage, electricity etc. – Agreed and Recommended to Full Council the following:**
- Ducting for data, electricity and potential electric gate for the Resident's and Sports Club Car parking Area in the future, to be installed during the car park resurfacing – cost to be confirmed at council meeting
- Other Actions considered by the working group for recommending to full council after further investigation:**
- Resident's and Sports Club Car parking Area to remain the same and reviewed after the charging is in place to consider further actions
  - Potential payment machine on nursery cellar wall, where there is access to electricity and potential lighting. Installation of a 'Have You Paid' at the vehicle entrance
  - Planning permission for new pole for potential ANPR Camera

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- Quote for marking out the spaces in the car park, on the fencing with a number in the middle of the space
- Full Case study from First Parking – one of the initial car park operators approached
- Risk implications of either paying for the installation of equipment verses, operators who will install the equipment and the subsequent effect on income

**SCPCWG.8 To consider timeline for project – Agreed** approximately 12 weeks dependant on any planning permission required and receipt of responses from operators

**SCPCWG.9 To consider date of next meeting at Tanyard Hall, 30 Station Road, Gomshall GU5 9LF – Agreed** 3-4 weeks after responses from operators received. Consideration for exemptions to be considered.

**Meeting closed**