



BRAUNTON PARISH COUNCIL

REPORT TO: FULL COUNCIL

AGENDA ITEM NO: 13

SUBJECT: NORTH DEVON COUNCIL (NDC) AGREEMENT FOR THE MANAGEMENT OF PARISH COUNCIL CAR PARKS

DATE: 9 MARCH 2020

1. INTRODUCTION

- 1.1. This report seeks Council's approval to adopt the changes to the NDC Agreement for the management of the Caen Street and Chaloners Road car parks.
- 1.2. Nicola Keyworth-Wright, NDC Parking Manager approached Braunton Parish Council (BPC) requesting a review of the existing NDC Agreement for managing the Parish Council car parks.
- 1.3. Following discussions with the Parish Clerk and Chair an agreed solution has been found.

2. RECOMMENDATION

- 2.1. It is recommended to reduce the number of cash collections from the Parish Council's four pay and display machines. NDC have reviewed the current service they provide and concluded that the number of cash collections currently carried out under the existing Agreement is excessive. The revised collection days are proposed, as follows:

Monday	Machines 1 & 3
Tuesday	No collection
Wednesday	All machines
Thursday	No collections
Friday	Machines 1 & 3
Saturday	All machines
Sunday	No collections

- 2.2. During the summer peak time (six weeks) an additional two cash collections per week will be carried out to take into account the increase in tourism in the area.

4 BACKGROUND INFORMATION

- 4.1 BPC began charging in Caen Street Car Park in 2007 and NDC charged £4 per cash collection per machine.

- 4.2 In 2014 BPC introduced charging in its Chaloners Road Car Park. This led to the existing NDC Management Agreement being reviewed and the cash collection per machine were increased to £6.95.
- 4.3 NDC have not reviewed its Management Agreement since 2014. The £6.95 per cash collection is no longer in accordance with what other cash collection companies charge. The current charge has not increased since 2014 and no longer covers the overheads of the service such as fuel, wages etc.
- 4.4 Other cash collections companies charge a minimum of £12.95 per collection. NDC are proposing to increase their cash collection charge to £12 per collections effective from the 1 April 2020.
- 4.5 As part of the existing NDC Management Agreement cash collections in Braunton are performed regularly (almost every day). NDC have confirmed that the current number of collections are unnecessary and it would be happy to reduce the number collections.

5. FINANCIAL IMPLICATIONS

- 5.1. BPC are currently charged £6,852 per annum calculated, as follows:

	No. collections	Cost per collection	Cost per quarter
Quarter 1 April – June	248	x £6.95	£1,724
Quarter 2 July – Sept	259	x £6.95	£1,800
Quarter 3 Oct – Dec	245	x £6.95	£1,702
Quarter 4 Jan – March	234	x £6.95	£1,626

- 5.2. By decreasing the number of cash collections, the annual cost to BPC will be £7,632, which equates to a £780 annual increase for the service.

- 12 machines x 46 weeks x 12 = £6,624
- 14 machines x 6 weeks x 12 = £1,008

	No. collections	Cost per collection	Cost per quarter
Quarter 1 April – June	156	x £12.00	£1,872
Quarter 2 July – Sept	168	x £12.00	£2,016
Quarter 3 Oct – Dec	156	x £12.00	£1,872
Quarter 4 Jan – March	156	x £12.00	£1,872

- 5.3 Decreasing the number of cash collections as proposed above would reduce vehicle movements visiting the Parish Council car parks. This would help reduce the carbon footprint in the village which is an aim in the Parish Council's Climate Emergency Declaration.