

Car parking permit terms and conditions

1. The car parking annual permit is only valid when prominently displayed on the inside of the front windscreen so that the information on the disc can be read by an attendant. Failure to display correctly will result in the issuing of a Penalty Charge Notice.
2. Car parking permits are not transferable and may only be used for the vehicle registration(s) given by the holder.
3. Maximum of two vehicles per application fee and one permit per vehicle will be issued.
4. Car parking permits may only be used in the car park for which they are issued.
5. Lost or stolen car parking permits will not be replaced and must be reported to the parks department immediately to avoid fraudulent use.
6. The council will not provide refunds for car parking permits.
7. If an incorrect vehicle registration number is entered on the application by the customer or any of the permitted vehicles are replaced before the permit expires, there will be a £5 administration fee for a replacement permit to be issued. The original permit must be returned to the council parks department and payment made before a replacement permit can be issued.
8. The council reserve the right to withdraw the car parking annual permit facility from any site – existing car parking annual permits will be honoured, or an alternative offered.
9. Overnight parking is prohibited, unless directly authorised by the council.
10. Parking is subject to the availability of spaces. Under no circumstances can a space be reserved or guaranteed.
11. Drivers must comply with the current parking orders. Rules for the use of the parking spaces are displayed in the car parks. Vehicles not parked wholly within a marked parking bay will be issued with a Penalty Charge Notice.