



DODINGTON PARISH HALL CAR PARK POLICY

POLICY STATEMENT

The Council is committed to maintaining the Parish Hall Car Park for the benefit of the users of Parish Hall / Council Chambers and Foxall Powell Meeting Room. These premises are to be made available for hire to groups and individuals for the purpose of holding their activities, meetings and events.

For further information regarding Use / Hire of Premises – please see separate policy 'Dodington Parish Hall Hire Policy'.

USE OF THE CAR PARK

1. Car Park is for Hall Users Only (as the sign on entrance to car park states).
2. There is to be no deviation from this, at any time of the day (the hall and meeting rooms are in use from 8am – 10pm, Mon – Fri), and for private functions up to 11:30pm at weekends.
3. Likewise – Hall Users must not use the School Car Parks Term Time during the School Day.
4. Users must park within marked bays. Only blue badge holders may use the disabled bay.
5. The 'Reserved Bays' are for Council Staff / Councillors Only.
6. Policing of this policy during busy periods is the responsibility of Council Staff and not Hall Users.
7. Non-Hall Users (ie Raysfield Senior Management Team) can request to use Car Park – this should be done with as much notice as possible – in writing to the Clerk (note that Hall Users get priority – so spaces may not be guaranteed).

SAFETY

1. Please don't exceed 5 MPH in the car park (or on approach to car park as there is a raised ramp).
2. Please reverse into parking spaces – so it is safer on leaving car park when children are around at start / end of day.
3. Please be considerate of other users and pedestrians at all times.

4. If you are waiting to access hall – please wait behind fenced area safely, please don't climb on fence.

RESTRICTIONS AND RESPONSIBILITIES

1. Winter Snow / Ice –
 - a. In the event of snow, the car park won't be cleared, enter at your own risk.
 - b. On icy mornings – the caretaker will grit walkways / entrances to hall, but please take care.
 - c. Caretaker may place cones on area's that shouldn't be parked / walked upon – please respect this.
2. The site is locked overnight – large blue gates – this is responsibility of Hall Caretaker.
3. If you need to gain access to site – and it is locked – please contact Hall Caretaker or Clerk to Council.
4. No vehicles should be left onsite in car park overnight – unless this has been agreed in advance with Clerk.
5. All vehicles and belongings are left at the owners risk.
6. All users of Hall will be issued with this policy, as well as Raysfield Federation.

This policy was adopted by Finance Committee at the meeting on 4 December 2019 and will be reviewed every two years.