

**THE NORTH HERTFORDSHIRE DISTRICT COUNCIL  
(CHURCH STREET, BALDOCK) (PERMIT PARKING PLACES)  
ORDER 2024**

Date of Order: #####  
Order No: MH/24/00050/TRO/CHURCHSTREET

North Hertfordshire District Council (“the Council”) pursuant to arrangements made under section 19 of the Local Government Act 2000 & the Local Government (Arrangements for the Discharge of Functions) (England) Regulations 2000 with Hertfordshire County Council, and in exercise of their powers under sections 32, 35, 45, 46 and 47, 49 and 53 of the Road Traffic Regulation Act 1984 (“the Act of 1984”) and Part IV of Schedule 9 of the Act of 1984 and of all other enabling powers and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 to the Act of 1984, hereby make the following Order:-

Commencement

1. This Order shall come into force on ##### and may be cited as The North Hertfordshire District Council (Church Street, Baldock) (Permit Parking Places) Order 2024.
2. The North Hertfordshire District Council (Church Street, Baldock) (Permit Parking Places) Order 2024 Plan numbered MH/0002/churchstreet hereinafter referred to in this Order as the “accompanying plan” as listed in the First Schedule to this Order, is incorporated into this Order.

Interpretation

3. (1) In this Order:-

“accompanying plan” means the North Hertfordshire District Council (Church Street, Baldock) (Parking Places) Order 2024 plan numbered MH/0002/churchstreet including the key thereof which is incorporated into this Order pursuant to Article 2;

“business permit” means a parking permit issued to a small business in accordance with Article 6 (c) of this Order;

“business permit holder” means a small business to whom a business permit has been issued;

“Civil Enforcement Officer” means a Civil Enforcement Officer as defined by the Traffic Management Act 2004 and appointed by North Hertfordshire District Council

“delivering” and “collecting” in relation to any goods includes checking the goods for the purpose of their delivery and collection;

“disabled person’s vehicle” has the same meaning as in Section 142(1) of the Act of 1984;

“disabled person’s badge” has the same meaning as given in Regulation 3(1) of The Local Authorities’ Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000;

“driver” means the person driving the motor vehicle at the time it was left in the parking place

“eligible address” means any postal address which is listed in the fourth Schedule of this Order and therefore indicates that the resident or entitled business may apply for a parking permit and/ or visitors tickets;

“goods” means goods or burdens of any description and includes postal packets of any description;

“key” means the key attached to the accompanying plan to be read in conjunction with the accompanying plan;

“limited waiting period” means; 2 hour with no return within 4 hours, except for permit holders Zone B in relation to those areas of highway referred to in the Third Schedule to this Order

“motor cycle” has the same meaning as in Section 136(4) of the Road Traffic Act 1984;

“motor vehicle” means a mechanically propelled vehicle intended or adapted for use on the road as in Section 136(1) of the Act of 1984;

“operational vehicle” means a vehicle not exceeding 3.5 tonnes gross laden weight, owned and operated by a small business for the explicit use of making deliveries, collections, servicing or such other business activity as the Council shall consider and approve;

“owner” in relation to a vehicle means a person by whom such motor vehicle is kept and used and in determining who was the owner of a vehicle at any time it shall be presumed that the owner was the person in whose name the vehicle was at that time registered under the Vehicle Excise and Registration Act 1994;

“Permit” means a parking permit, business permit or visitor permit;

“permit holder” means a person to whom a parking permit, business permit or visitor permit has been issued;

“parking permit” means a residents permit, business permit or visitors permit;

“parking place” means an area on a highway designated by Articles 4 and 5 and shown on the accompanying plan;

“regulated hours” means in relation to those areas of highway referred to in the Second and Third Schedules, the period between the hours of 8.00am and 8.00pm Monday to Saturday.

“relevant position” has the same meaning as given in Regulation 4 of The Local Authorities’ Traffic Orders (Exemptions for Disabled Persons) (England) Regulations 2000;

“resident” means a person whose usual place of abode is at any of the premises the postal address of which is a defined eligible address;

“residents permit” means a parking permit issued to a resident in accordance with Article 6 (1) of this Order

“small business” means a trade or profession whose floor space is 235 square metres or less which has a postal address contained within Schedule 4 of this Order;

“ticket” means a visitors ticket issued to a resident in accordance with Article 8(1) of this Order;

“ticket holder” means a person to whom a visitor ticket has been issued;

“traffic sign” means a sign of any size, colour and type prescribed or authorised under section of the Act of 1984;

“vehicle” means

- (i) a passenger vehicle authorised solely to carry no more than 12 people and their effects nor exceeding 3.5 tonnes gross laden weight;
- (ii) a dual purpose vehicle as defined in regulation 3(2) of the Road Vehicles (Construction and Use) Regulations 1986;
- (iii) a goods vehicle as defined in section 192 of the Road Traffic Act 1984;

“visitors permit” means a parking permit issued to a resident under the provisions of Article 8(1) of this Order;

“zone” refers to

- (i) parking zones as shown on the accompanying plans and identified and defined in the key to the accompanying plan
  - (ii) an area containing the eligible address and is identified as such only in relation to the issue of parking permits and/ or visitors tickets;
- (2) Any reference in this Order to any enactment shall be construed as a Reference to that enactment as amended by any subsequent enactment.
  - (3) Any reference in this Order to a numbered Article or Schedule shall, unless the context otherwise requires, be construed as a reference to the Article or Schedule bearing that number in this Order.

#### Designation of parking places

4. Each length of highway shown on the accompanying plan of this Order and defined in the key to the accompanying plan is designated as a parking place during the regulated hours subject to the restrictions listed in Article 5 below.
5.
  - (1) Each length of highway, marked in blue on the accompanying plan, designated as a parking place shall be subject to the restriction that on Mondays to Saturdays between 8am – 8pm waiting is limited to a period not exceeding 2 hours with no return in the next 4 hours, except for Permit Holders for Zone B who are permitted to wait at all times as described in the Third Schedule of this Order.
  - (2) Each length of highway, marked in red on the accompanying plan, designated as a parking place shall be subject to the restriction that on Mondays to Saturdays between 8am - 8pm, Permit Holders Zone B only as described in the Second Schedule of this Order
  - (3) Save as provided in Article 23 of this Order where in Articles 4 and 5(1) of this Order lengths of highway are described as authorised for use as a parking place, on Mondays to Saturdays between 8am – 8pm, the driver of a vehicle shall not permit the vehicle to wait in that parking place unless it is -
    - (i) wholly parked within the marked limits of a parking bay; and
    - (ii) waiting for no more than 2 hours (not being a period separated by an interval of less than 4 hours from a previous period of waiting by the same vehicle in the same length of road); or
    - (iii) is a vehicle on which a valid Zone B Permit is displayed in the relevant position.

#### Qualification for a residents permit

6. (1) Any resident of an address listed within the Fourth Schedule to this Order, who is the owner of a vehicle or a motor cycle may apply for a Parking Permit for each such vehicle in their ownership.
- (2) A parking permit shall be in writing and shall include the following particulars:-
  - (a) a serial number by which the permit holder may be identified;
  - (b) the registration number of the vehicle for which the parking permit is issued;
  - (c) the expiry date;
  - (d) an authentication that the parking permit has been issued by the Council; and
  - (e) an indication of the zone or street in which the permit is valid

#### Qualification for a business permit

7. (1) Any small business of an address listed within the Fourth Schedule to this order may apply for one business permit provided that they are the owner of operational vehicles.
- (3) A business permit shall be valid for two operational vehicles but shall only be used by one operational vehicle at a time.
- (4) A business permit shall be in writing and shall include the following particulars:-
  - (a) a serial number by which the permit holder may be identified;
  - (b) the registration number of the vehicle for which the parking permit is issued;
  - (c) the expiry date;
  - (d) an authentication that the parking permit has been issued by the Council.
  - (e) an indication of the zone or street in which the permit is valid

#### Qualification for a visitors permit or tickets

8. (1) Any resident of an address listed within the Fourth Schedule to this order may apply for one visitors permit. Only one visitors permit may be issued for that address, however, a resident may apply for an unlimited number of books of visitors tickets.
- (2) A visitor permit shall be in writing and shall contain:-
  - (a) a serial number by which the permit holder may be identified;
  - (b) the expiry date;
  - (c) an authentication that the parking permit has been issued by the Council.
  - (d) an indication of the zone or street in which the permit is valid
- (3) A ticket shall be in writing and shall contain:-
  - (a) a serial number by which the ticket holder may be identified;
  - (b) the date of the day of use;
  - (c) the registration number of the vehicle in which it is displayed;
  - (d) an authentication that the parking permit has been issued by the Council.
  - (e) an indication of the zone or street in which the permit is valid

### Application for a Parking Permit

- 9 (1) Application for a Parking Permit will be made on a form issued by and obtainable from the Council. The form must be completed and returned accompanied by a payment for the charge specified in Article 12 of this Order.
- (2) The Council may at any time require an applicant for a Permit or any Permit holder to produce to an officer of the Council such evidence in respect of an application for a Permit made to them as they may reasonably call for to verify any particulars or information given to them or in respect of any Permit issued by them to that person as they may reasonably call for to verify that the Permit is valid.
10. On receipt of a properly completed application and fee where appropriate the Council shall issue to the appropriate applicant one Parking Permit owned by the resident provided that the applicant qualifies for the Permit
11. (1) Where a Permit is issued to any person upon receipt of a cheque which is subsequently dishonoured the Permit shall immediately cease to be of any effect.
- (2) The Council will serve notice by recorded delivery on the person to whom the Permit was issued to the address shown by the applicant on the application form or at any other address believed to be the applicants place of abode, requiring that person to surrender the Permit to the Council within 48 hours of receipt of the notice.

### Amount of charge for Parking Permits

12. (1) The charge for a parking permit for a motor vehicle is £84 per permit per annum.
- (2) The charge for a parking permit for a motor cycle is £nil.
- (3) The charge for a parking permit may be amended by the Local Authority giving notice in writing that this Order has been varied to the Chief Officer of Police and the Chief Officer of the Fire Authority and shall publish notification of the variation of the charges in a local newspaper.

### Display of permits

- 13 (1) Any vehicle parked in a parking place listed in the Second Schedule of this Order shall display a valid Permit, Ticket or Disabled Persons Badge and parking disc in the relevant position and in accordance with the terms and conditions of this Order;
- (2) Any vehicle parked in a parking place listed in the Third Schedule of this Order for a period exceeding 2 hours shall display a valid Permit, Ticket or Disabled Persons Badge and parking disc in the relevant position and in accordance with the terms and conditions of this Order.
- (3) A valid Permit or Ticket shall be one that has been issued by either the Council or, in the case of a Disabled Persons Badge, by a body authorised by law to issue such badges and which in any event has not expired or been cancelled at the time when the vehicle is first parking in the parking place and which, if appropriate, refers to the zone or street in which the vehicle is parked;
- (4) If a vehicle parked in a parking place listed in the Second and Third Schedules of this Order does not continuously display a Valid Permit or Ticket or Disabled Persons Badge, or thereafter a period exceeding two hours from first parked, whilst in the Parking Place then the owner of such a vehicle shall be issued with a Penalty Charge Notice in with the Traffic Management Act 2004 and The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022

### Penalty payable for not displaying a valid parking permit.

14. (1) Other than as exempted by Article 23 of this Order, no motor vehicle may be left in a parking place during the regulated hours, for a period exceeding 2 hours with no return in the next 4 hours, unless a valid permit issued by the Council for Zone B is displayed in the relevant position continuously on that vehicle.
- (2) Where a motor vehicle is left in contravention of any provision contained within this Order, the driver of the motor vehicle shall be issued with a Penalty Charge Notice in accordance with The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022 and the provisions of Part 6 and Schedule 9 of The Traffic Management Act 2004.
- (3) The absence of a permit from a motor vehicle left in a parking place shall be evidence of the fact that a permit has not been purchased by the driver of the vehicle.

#### Surrender, withdrawal and validity of a parking permit.

15. (1) A permit holder may surrender the parking permit to the Council at any time and shall surrender the permit on occurrence of any one of the events set out in Article 15(2).
- (2) The Council may by notice served by recorded delivery on the permit or ticket holder at the address shown by that person on the application form or at the other address believed to be that person's place of abode, withdraw a parking permit if it appears to the Council that:-
- (a) the permit holder has ceased to be a resident or ;
  - (b) a permit holder has ceased to be the owner of a motor vehicle or motor cycle for which a parking permit was issued;
  - (c) The motor vehicle or motor cycle in respect of which a parking permit was issued has been adapted or used in such a manner that it is no longer a vehicle for which a permit can be issued;
  - (d) the details on the permit as described in Articles 6, 7 or 8 have been deliberately altered.
  - (e) the permit having been obtained by fraud and/or deception or as a result of incorrect material information.
  - (f) the permit has been displayed by anyone who is not an eligible permit holder.
- (3) A permit shall only be valid for use in a parking place on a road identified for such use.
- (4) A permit will be valid only if displayed continuously on a vehicle or a motor cycle in the relevant position.
- (5) A permit shall cease to be valid at midnight on the specified expiry date or on the Council withdrawing the permit by notice, whichever is the earlier.
- (6) The Council will not make any refund in respect of unused periods of validity for the surrender or withdrawal of a permit where the permit holder has not complied with the requirements of this Order.

#### Application for and the issue of a duplicate permit

16. (1) If a permit is mutilated or accidentally defaced or the figures or particulars on it have become illegible or the colour of the permit has faded or altered, the permit holder shall surrender it to the Council. If the permit is accompanied by an application for a replacement permit, a duplicate permit shall be issued and the original permit shall become immediately invalid.
- (2) If a permit is lost, stolen or destroyed, the permit holder may apply to the Council for the issue of a duplicate. If the Council is satisfied as to the loss or destruction of the permit, a duplicate will be issued and the original permit shall become immediately invalid.
- (3) The Council may, at its discretion, make an administration charge in respect of the issue of duplicate permits and tickets, such charge not to exceed the original charge for the permit or ticket replaced.
- (4) If a permit holder acquires a new motor vehicle or motor cycle the permit holder shall surrender the original permit to the Council and make an application for a new permit and the original permit shall become immediately invalid.

#### Restriction on the removal of a parking permit and notices

17. Where a permit or notice has been displayed on or attached to a motor vehicle in accordance with the provisions of Article 13 of this Order, no person other than the driver of the motor vehicle or Civil Enforcement Officer shall remove the permit or notice from the motor vehicle unless authorised to do so by the driver of the motor vehicle.

#### Placing of traffic signs

18. The Council shall:-
- (a) indicate the limits of each parking place on the road;
  - (b) place and maintain on or in the vicinity of each parking place appropriate traffic signs for indicating that the parking place may be used during permitted hours only for vehicles or motorcycles displaying a valid permit for the zone or street corresponding with the permit displayed.
  - (c) carry out such other work as is reasonably required for the purposes of the satisfactory operation of a parking place.

#### Manner of standing in a parking place

19. A motor vehicle left in a parking place shall stand within the marked limits.

#### Movement of vehicles in parking places in emergencies

20. An Civil enforcement officer or Police Constable in uniform may cause to be moved any motor vehicle left in a parking place which is in a dangerous position or causing an unnecessary obstruction.

#### Power to suspend use of parking places

21. (1) Any person authorised by the Council may suspend the use of a parking place or any part thereof whenever they consider such suspension reasonably necessary:-
- (a) for the purpose of facilitating the movement of traffic or promoting its safety;
  - (b) for the purpose of any building operation, demolition or excavation in or adjacent to the parking place or the maintenance, improvement or reconstruction of the parking place or highway or the laying, erection, alteration, removal or repair in or adjacent to the parking place of any sewer or of any main, pipe or apparatus for the supply of gas, water or electricity or of any telecommunications apparatus or traffic signs; or
  - (c) for the convenience of occupiers of premises adjacent to the parking place on any occasion for the removal of furniture from one office or dwelling house to another place; or
  - (d) on any occasion on which it is likely by reason of some special attraction that any street will be thronged or obstructed; or
  - (e) for the convenience of occupiers of premises adjacent to the parking place at times of weddings or funerals or on other special occasions; or
  - (f) for the purposes of facilitating the cleansing of the parking place.
- (2) A Police Constable in uniform may suspend the use of a parking place for no longer than twenty-four hours whenever they consider such suspension reasonably necessary for the purpose of facilitating the movement of traffic or promoting safety.
- (3) Any person suspending the use of a parking place in accordance with the provisions of paragraph (1) or paragraph (2) of this Article shall place in or adjacent to that parking place a traffic sign indicating that waiting by vehicles is prohibited.
- (4) No Person shall cause or permit a vehicle to wait in a parking place or any part thereof during which such period as there is in or adjacent to that parking place or part thereof a traffic sign placed in pursuance of paragraph (3) above provided that nothing in this paragraph shall apply –
- (a) In respect to any vehicle being used for fire and rescue, ambulance or Police purposes or any vehicle which is waiting for any reason specified in Article 21 (1) (b), (d), (e) or (f); or
  - (b) To anything done with permission of the person suspending the use of the parking place or part thereof in pursuance of paragraph (1) of this Article.

#### Restriction of use of motor vehicles at parking places

22. (1) Whilst any motor vehicle is in a parking place during the regulated hours, no person shall use the motor vehicle for the sale of any article, skill or service.
- (2) Nothing in this Article shall prevent the sale of goods from a vehicle if the goods are immediately delivered at or taken into premises adjacent to the vehicle from which the sale is effected. Such a vehicle to be permitted to wait in a parking place for no longer than 5 minutes.

#### **EXEMPTIONS TO THIS ORDER**

23. (1) Any motor vehicle may wait at any time in any parking place (other than one that has been suspended under Article 21 of this Order) for so long as may be reasonably necessary to enable:-
- (a) a person to board or alight from a motor vehicle;
  - (b) goods to be loaded onto or unloaded from the motor vehicle from or to premises adjacent to the parking place;
  - (c) the motor vehicle, if it cannot conveniently be used for such purpose in any other road, to be used in connection with any of the following operations, namely;
    - (i) building, industrial or demolition operations;
    - (ii) the removal of any obstruction to traffic;
    - (iii) the maintenance, improvement or reconstruction of the said lengths of roads; or
    - (iv) the laying, erection, alteration, cleaning, repair in or on land adjacent to the said lengths of roads of any lawfully kept installed sewer or of any main pipe, cable or

apparatus for the supply of gas, water or electricity or of any telecommunications apparatus as defined in Paragraph 1 (1) of the Telecommunications Code contained in Schedule 2 to the Telecommunications Act 1984;

- (d) the motor vehicle, if it cannot conveniently be used for such purpose in any other road, to be used for the service of a Local Authority or a Water Authority in pursuance of statutory powers or duties;
  - (e) the marked motor vehicle to be used by a universal service provider for the purpose of delivering or collecting postal packets as defined in Section 125 of the Postal Services Act 2000;
  - (f) the motor vehicle to be used for Fire and Rescue, Ambulance or Police purposes;
  - (g) the motor vehicle is being used by community health personnel or carers on duty and displays an identification that the driver is employed as such;
  - (h) the motor vehicle (not being a passenger vehicle) is in actual use in connection with the removal of furniture from one office or dwelling house to another or removal of furniture from such premises to a depository or to such premises from a depository;
  - (i) a vehicle to wait which has been prevented from proceeding due to circumstances beyond the drivers control or which has stopped in order to avoid injury or damage to persons or property or when required to do so by law.
- (2) A motor vehicle which displays in the relevant position a disabled person's badge and a parking disc may wait in any lengths of road referred to in the First Schedule to this Order without incurring any charge.
- (3) Nothing in the foregoing provisions of this Article shall be taken as Authorising anything which would be a contravention of any regulations made or having effect as if made under section 25 of the 1984 Act.

24. The Interpretation Act 1978 shall apply for the interpretation of this Order as it applies for the interpretation of any Act of Parliament.

25. The restrictions imposed by this Order shall be in addition to and not in derogation from any restriction or requirement imposed by any other regulations made or having effect as if made under the Act of 1984 or by or under any other enactment

26. **Orders Revoked**

The following Order is hereby revoked only insofar as it is affected by the restrictions imposed by this Order as described in the Second and Third Schedule of this Order.

The North Hertfordshire District Council (Control of Parking) (Consolidation) Order 2023.

### FIRST SCHEDULE

#### Accompanying Plan MH/0002/CHURCHSTREET

### SECOND SCHEDULE

#### Lengths of road in Baldock

#### (Permit Parking 8.00am – 8.00pm Monday to Saturday – Zone B)

#### CHURCH STREET

- (1) On the north east side
  - (a) From a point 1 metre north west of a point in line with the property boundary between No. 1 Sun Street and No. 6 north west to a point 2 metres south east of a point in line with the north west wall of No 30
  - (b) From a point 2 metres north west of a point in line with the property boundary between No's 32 and 34 north west to a point 2.5 metres north west of a point in line with the south east wall of No 42.
- (2) On the south west side
  - (a) From a point 2.5 metres south east of a point in line with the north west wall of No 11 south east to a point in line with the south east wall of No 7
  - (b) From a point in line with the north west wall of No 47 south east to a point 1 metre south east of a point in line with the projected south east wall of No 44.

### THIRD SCHEDULE

#### Lengths of road in Baldock

(No Waiting 8.00am to 8.00pm Monday to Saturday for a period exceeding 2 hours with No Return within 4 hours except Permit Holders – Zone B

CHURCH STREET	(1)	On the south west side
	(a)	From a point in line with the north west wall of No 1 south east to a point in line with the projected property boundary between No 6 and No 1 Sun Street.
	(2)	On the north east side
	(a)	From a point 4 metres south east of a point in line with the south east wall of No 44 north west to a point in line with the north west wall of No 50.

### FOURTH SCHEDULE

#### Eligible Addresses for Parking Permits or Visitors Tickets

Street	Zone	Properties (All numbers inclusive)
Church Street	B	All addresses (including Dartons House and Mulberry Court)
Farriers Close	B	All addresses
Football Close	B	All addresses (including Rusbridge Court)
Icknield Way	B	All addresses (including Sanvignes Court)
Meetinghouse Lane	B	All addresses
Jackson Street	B	All addresses
The Gardens	B	All addresses
Orchard Road	B	No's 1 – 36 (excluding No's 38-48, Aldridge Court and Butlers Yard)
Cambridge Mews	B	No's 1 and 2



