

Sent from my iPad

On 30 Jul 2014, at 09:57, "Monica & John Regan" <[anthony.regan210@btinternet.com](mailto:anthony.regan210@btinternet.com)> wrote:

Car Park Sub Committee Colleagues

Thank you to those members who commented on the options submitted on behalf of the Project Manager last Friday. I appreciate the deadline for comments was short but necessary to move forward.

Councillor Hales and I met with the Project Manager today and I would advise you of the following:

1. The options submitted by the Project Manager were schematic only and by no means final. Their purpose was to tease out from the Parish Council their priority in terms of the need to minimise anti social behaviour against the number of car parking spaces that could be made available. It was agreed that minimising anti social behaviour was the highest priority in the development of the scheme in conjunction with providing a safe route to school for children.
2. The size of the car parking bays was discussed and currently these are shown as the standard for such schemes (4.8m x2.4m).The Sub Committee had previously agreed that the width of the bays should reflect the existing to cater for the increasing size of family vehicle using the car park particularly when dropping off or collecting children (on average 2.5m wide) which may reduce the number of allowable spaces.
- 3.In order to move forward the Project Manager was advised as a matter of some urgency to speak with the Police Architectural Liaison Officer (PALO)and seek his guidance/recommendations on the current options.
- 4.Following consultation the PALO preferred scheme would be taken forward into design development and fully costed. In parallel with this activity it was also agreed that other schemes provided to the PALO would also be costed.
5. The preferred PALO option and costed plan together with the cost estimates for the other options would be the subject of a formal presentation by the Project Manager to the Car Park Sub Committee for comment on 20th August.
6. The current target is to go to tender at or around mid September. Industry experience has shown that tenders issued on these dates have attracted the most interest with contractors and therefore we are likely to receive competitive prices and best value. With this in mind we will need to submit a proposal for approval at the full Parish Council meeting on 26th August.
7. I am copying this e mail to all Parish Council members therefore with an open invitation to attend the presentation on 20th August in order to familiarise themselves with the scheme and ask appropriate questions.

I am also copying this to Sarah to enable her to book a room in the hub. The meeting will commence at 0930 and I will issue an agenda nearer the time, however the aim of the meeting is to agree the scheme and costs to recommend to the full Parish Council to take forward.

Can you advise me of your availability.

04/08/2014

**MELBOURN PARISH COUNCIL**

**CAR PARK SUB COMMITTEE MEETING – 0900 24 JUNE 2014 – MELBOURN HUB**

**AGENDA**

1. Terms of Reference.
2. Draft programme.
3. Progress to date.
4. Review quotations submitted for sub-consultants.
5. Store/workshop requirement (size and need).
6. Car park lighting programme.
7. Bollards.
8. Any other Business.