

*Division(s) affected: Bicester Town*

**CABINET MEMBER FOR HIGHWAY MANAGEMENT  
23 FEBRUARY 2023**

**BICESTER – DUNKIN’S CLOSE: PROPOSED INCLUSION IN  
RESIDENTS PERMIT PARKING SCHEME, AND GENERAL  
CHANGES TO CHERWELL DISTRICT RESIDENTS PARKING  
PERMITS**

Report by Corporate Director, Environment and Place

**Recommendation**

1. The Cabinet Member for Highway Management is RECOMMENDED to approve the following proposals as advertised:
  - a. ‘No Waiting at Any Time’ (Double Yellow Lines) restrictions on St. Johns Street (Dunkin’s Close),
  - b. Introduce permit holders only parking spaces on St. Johns Street (Dunkin’s Close), and
  - c. Make changes to permit charges and rules in Cherwell District, including limits on permits per resident/property, visitor permit allocation, and charges of £66 per permit per annum.

**Executive summary**

2. Following the introduction of Civil Parking Enforcement across Cherwell, South Oxfordshire and The Vale of the White Horse districts in November 2021, many requests have been received to review existing parking restrictions. One of these requests relates to Dunkin’s Close, near St John Street in Bicester, which suffers from an overspill of non-resident parking from the nearby town centre and multi-storey car park. The local member for Bicester North has asked for the request to be progressed.
3. This report presents the consultation responses to the advertised Traffic Regulation Order (TRO) for a proposed scheme .

**Introduction**

4. Civil Parking Enforcement (CPE) was introduced across Cherwell, South Oxfordshire and The Vale of the White Horse districts on 1st November 2021. There was an expectation that a review of existing parking restrictions would be needed and publicity, in advance of CPE starting, made reference to the

process for reviewing restrictions and that the County Council's Parking Team would suspend enforcement of restrictions where a commitment to undertake a particular review had been agreed.

5. The local member for Bicester North, Cllr Waine, has forwarded requests from his constituency, to introduce a residents' permit parking scheme in Dunkin's Close, which suffers from indiscriminate parking on footways and junctions, partly due to an overspill from Bicester Town Centre and the multi-storey car park, which is attracted to this unrestricted parking location. The proposal is to include a short stretch of 5 parking spaces in the existing Bicester Residents Permit parking scheme, with new double yellow lines being introduced to cover the remaining lengths of highway which includes footways and verges.
6. The proposals would not significantly reduce the supply of parking spaces in the town centre, as it only alters 5 spaces to residents' only. The other parking that takes place causes obstructions to local access and blocks footways, and so is proposed as double yellow lines.
7. From 1st April the County Council is planning to take responsibility for the administration and issuance of residential parking permits in Cherwell including for existing schemes in Bicester. So that the rules by which schemes operate align with our existing policies and administration functions, it is proposed that a number of minor amendments are made to how existing schemes operate. A summary of the proposed changes is shown in the table below:

Summary of proposed changes

<b>Residents permits</b>	<b>Existing</b>	<b>Proposed</b>
Residents permit charge	£66 (including administration fee) for 12 months	£66 for 12 months
Residents permit allocation	Maximum 2 permits per property	Maximum 1 permit per person, 2 per property
Limitations for properties with off-street parking	Reduction of permit allocation for each off-street parking space available (up to 2)	No limitations for permit eligibility
Permit provided	Physical permit	Virtual permit
Change of vehicle administration charge	£16	£0
<b>Visitor permits</b>	<b>Existing</b>	<b>Proposed</b>
Visitor permit maximum annual allowance	100 a year	50 year
Visitor permit charges	£12.50 for 25 visitor permits (pro rata up to 100), first 50 free for resident permit holders	1st 25 free, 2nd allocation £25 (free for over 70s)
Duration of use	24 hours	24 hours

## Sustainability Implications

8. The proposals would help facilitate the safe movement of traffic and alleviate parking stress in the area, and also help encourage the use of sustainable transport modes and help support the delivery of wider transport initiatives.

## Financial and Staff Implications (including Revenue)

9. Funding for the initial consultation fees has come from the on-street parking account (revenue) and implementation costs will be provided by s.106 funds. Ongoing management and enforcement costs would be met from the on-street parking account.

## Equalities and Inclusion Implications

10. No equalities or inclusion implications have been identified in respect of the proposals.

## Formal Consultation

11. The formal consultation on the proposals as shown in **Annex 1** was carried out between 24 November and 30 December 2022. A public notice was placed in the Bicester Advertiser newspaper, and an email sent to statutory consultees & key-stakeholders, including Thames Valley Police, the Fire & Rescue Service, Ambulance service, Bus operators, countywide transport/access & disabled peoples user groups, Bicester Town Council, Cherwell District Council, the local District Councillors, and the local County Councillors representing the Bicester North, Bicester West, Bicester Town, and Otmoor divisions.
12. A letter was sent directly to approximately 125 properties in the area, which also included a copy of the formal notice of the proposals - providing details on permit eligibility and costs.
13. During the course of the formal consultation, a total of ten responses were received in relation to the Dunkin's Close proposals, and 22 in response to the proposed Cherwell permit amendments, and these are summarised in the tables below:

### a. Dunkin's Close:

Proposal	Support	Object	Concerns	No objection or opinion	Total
Permit Holders parking restrictions	4	1	2	3	10
No Waiting at Any Time restrictions	4	0	2	4	10

b. Cherwell Permits

Proposal	Support	Object	Concerns	No objection or opinion	Total
Permit Holders parking places (various locations)	6	8	6	2	22

14. The full responses are shown at **Annex 2**, and copies of the original responses are also available for inspection by County Councillors.

## Officer response to objections/concerns

### Dunkin's Close:

15. A local resident of a nearby street objects as they will no longer be able to park in the close but have no alternative parking where they live, either on or off-street. As they are a family with children who have special care needs, and therefore require access to convenient parking, they have made suggested changes to the proposals. These include:
- Adding a disabled persons parking space in Dunkin's Close:  
In order to make such an amendment, to include a different type of parking space, this would require a readvertisement of the TRO. However, such a parking space would be available for any blue badge holder, and there could be several who live close-by. Hence, the space may not be available to the family, and it is also understood that they do not currently have use of a disabled persons' blue badge, and so would not be able to use such a space in any case. Were they to be successful in their application for a blue badge, they could use any of the residents permit holders parking spaces nearby, either the new ones in Dunkin's Close or in North Street.
  - For their property to be included in the nearby residents parking scheme at North Street, with potentially all of the properties next to them being similarly included in the scheme:  
This would also require a readvertisement of the TRO, and the Parking Team has received other requests from nearby properties to be included, and so a future review can consider this further, albeit funding will need to be secured for the TRO process.
  - For St Johns Street to be pedestrianised and on-street parking made available:  
As a significant through route, options for pedestrianising this road would be complicated, costly and would require a major review of traffic management in the neighbourhood. Possible changes to remove some of the double yellow lines along St Johns Street to enable on-street parking might be feasible, but would require a layby to be provided, to maintain the width available for two-way traffic flow. This would need to be investigated and funded.

The local resident concerned has been contacted by email to encourage them to apply for a disabled persons' blue badge, and this can be fast-tracked for them, given the circumstances.

16. Another local resident is concerned about access for loading or building works but this would be allowed under the exemptions in the TRO for both the parking spaces and yellow lines. It is therefore considered that the proposals would improve access for these activities by removing the indiscriminate parking by non-residents.
17. Another local resident is concerned that people who receive visiting carers and the like will exceed their allocation of visitors' permits. This can be accommodated by the issuing of a carer's permit, and also organisations representing healthcare practitioners have an arrangement with the Parking Team that allows their staff to apply for dispensations from local parking restrictions when they are visiting clients.
18. Another local resident asks why the group of cottages, 1-4 Brookside can't have a parking permit, as they are without off road parking. There are 6 properties in the close without off-street parking. It is understood that there is a driveway access to the properties known as Brookside Bungalow and Brookview. In designing the small scheme for the close, it has not been possible to provide more than 5 spaces, but it is intended to protect that driveway entrance with new double yellow lines.
19. Another local resident supports the proposals, as their narrow driveway opens onto Dunkin's Close and is frequently blocked in by a car parking next to it. The existing 'keep clear' road marking can be refurbished during implementation of the scheme if it is approved.
20. Lastly, another local resident is concerned that vehicles which currently park on the grass island in Dunkin's Close (next to the roundabout at the junction with Manorsfield Road) will displace to the private service road that runs parallel to St Johns Street. They have mentioned that, in previous correspondence with the County Council it has been suggested that the private service road could be made up to an adoptable standard (paid for by the landowners/frontagers) or that the road is closed off, perhaps using plant containers or similar. It is further suggested that the private road nameplate could be replaced, which is a matter for Cherwell District Council. Casual observations on-site by the Parking Team suggest that this indiscriminate parking already takes place, along at least part of the private service road, and so this could be addressed by the landowners themselves taking action to control parking on what is essentially private land.





Harmonisation of Parking permits in Cherwell with County Council Policy:

21. In response to the consultation 3 respondents raised concerns regarding the change of policy to not apply limits to properties that have off-street parking. In response, currently the County Council policies do not put limitations on



Drawing No. PRD/2021/007 Revision 0

**KEY**

-  Existing No waiting at any time (double yellow lines)
-  Proposed No waiting at any time (double yellow lines)
-  Parking place for Permit Holders Only at any time
-  Unadopted highway (private) - parking controls do not apply

**SAFETY, HEALTH AND ENVIRONMENTAL INFORMATION**

IN ADDITION TO THE HAZARD RISKS NORMALLY ASSOCIATED WITH THE TYPES OF WORK DETAILED ON THIS DRAWING, NOTE THE FOLLOWING SIGNIFICANT RESIDUAL RISKS:

CONSTRUCTION  
(ENTER 'NONE' IF APPLICABLE)

MAINTENANCE/CLEANING  
(ENTER 'NONE' IF APPLICABLE)

USE  
(ENTER 'NONE' IF APPLICABLE)

DECOMMISSIONING/DEMOLITION  
(ENTER 'NONE' IF APPLICABLE)

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Rev.	Date	Purpose of revision	Drawn	Checked	Approved



**Project title**  
BICESTER: Durkin's Close  
Proposed permit holder only parking scheme

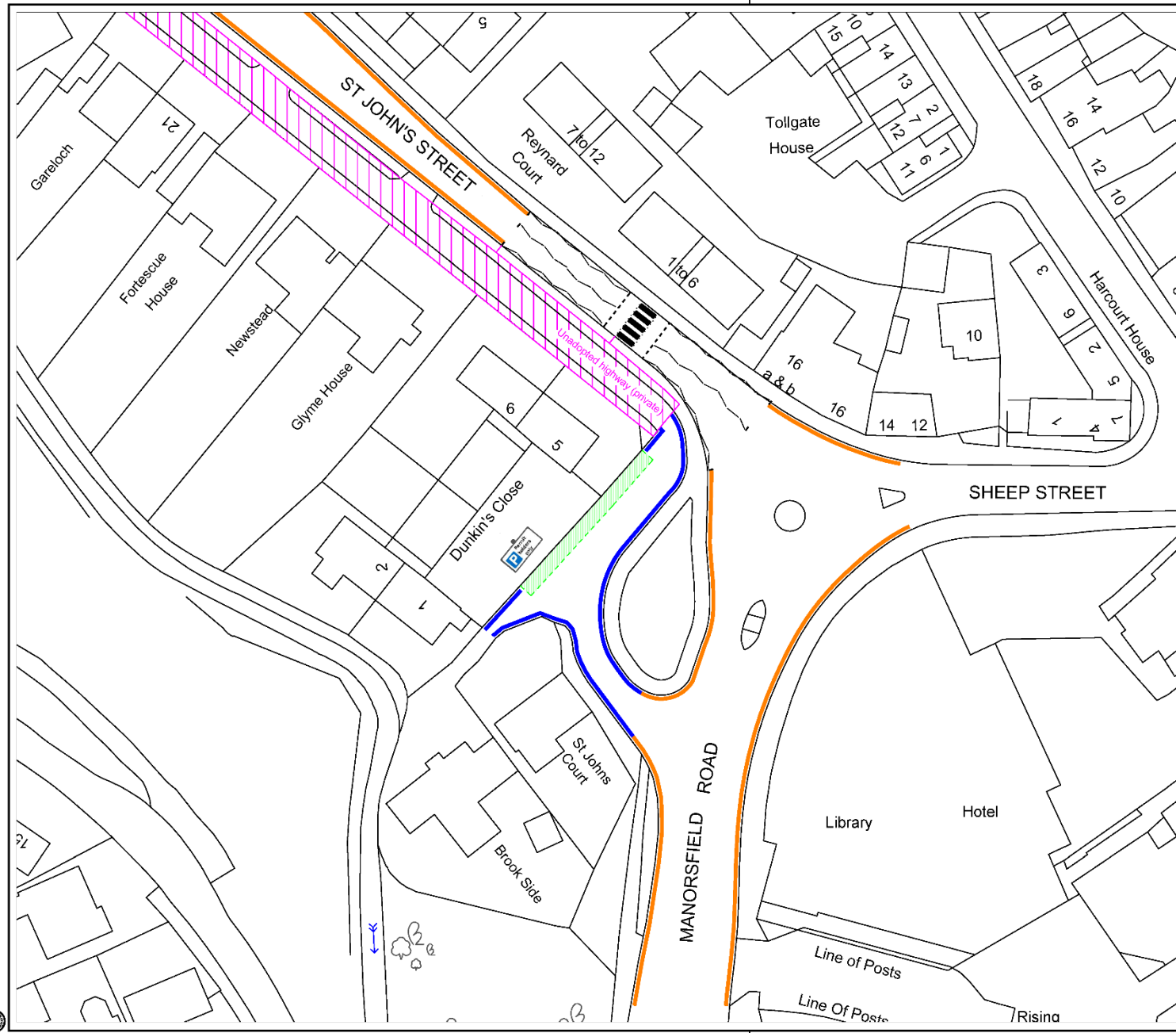
**Drawing title**  
Informal consultation plan

**Drawing Status** Draft

Scale @ A3	Drawn by	Checked by	Approved by
1:500	MdH	JW	JW
	Date drawn	Date checked	Date approved
	May - 22		

Oxfordshire Project No. & File Ref

Drawing No. PRD/2021/007 Revision 0



P:\2. Network Management\Parking Control\PARKING REQUESTS - DISTRICTS\PROJECTS - BICESTER\Bicester Close\Bicester Durkin's Close Base map.dwg

## A. Bicester Dunlins Close proposals:

RESPONDENT	COMMENTS
(1) Traffic Management Officer, (Thames Valley Police)	<b>No objection</b>
(2) Local County Cllr, (Bicester Town division)	<b>Support</b> – Very happy with the Dunkin’s Close proposal.
(3) Cherwell District Council	<b>No objection</b>
(4) Local resident/Member of public, (Bicester, Hailles Gardens)	<p><b>Object</b> – I am writing on behalf of myself and my husband. We are the residents of Hailles Gardens, across the road from Dunkins Close, which is our only feasible place to park. As such, we object to the proposed parking scheme as it currently stands in the strongest terms for the reasons that follow, and we would like to suggest some appropriate amendments (following the reasons for objection).</p> <p>Reasons for objection:</p> <p>1. There is no available parking for 5-8 Hailles Gardens. Dunkins Close is the only place we can park within 100 metres. We have been in contact with the council, specifically Cllr Donna Ford, about applying for a permanent and fixed parking space and we were told we would be eligible. I quote from our email correspondence: ‘The scheme as it stands accommodates residents who do not have any off street, or allocated parking spaces for their vehicles. Any extension envisaged would require funding for the Council to implement, hence careful consideration is required to be undertaken when extending further.’ Both Cllr Ford and I have chased the relevant authorities to discuss this further but to no avail. We desperately need a fixed parking space due to our children; as you will read, the current proposal would exacerbate an already unbearable situation.</p> <p>2. We are the parents of two young children (aged eleven months and three years). In order to get to our house, we have to park in Dunkins Close and then carry them over a busy road and walk along said road to our house. The road is dangerous as cars frequently fail to stop at the zebra crossing. That is the situation as it stands. Under</p>



the proposed scheme, our nearest parking space would be two-thirds of a mile away. This is not feasible. We need our car to get to childcare, pre-school and work.

3. Moreover, we specifically need a space that is fixed and that has access to both doors (i.e. we cannot park so one side of the car is against a wall). My son has special educational needs, including ADHD and suspected autism. As such, he becomes very upset if we don't park in the same place. He also becomes terrified that he will be stuck if I have to park next to the wall and/or ask him to climb out of the other side of the car. When frightened, he often tries to run away. On occasion he has tried to run into the busy road. This situation is horrible but having to do a similar journey, walking for two-thirds of a mile all the way from Roman Way, would be impossible. We would essentially become house-bound (which isn't an option because I need to travel for work and to earn money).

4. Given my son's considerable needs, we are in the process of applying for a blue badge. However, for this we need formal assessments, and the current waiting list for ADHD assessment in Oxfordshire, according to our GP, is between two to seven years. We have been referred to a private clinic for the autism assessment and are waiting to hear back but even private services are oversubscribed. He has a play therapist and pre-school teachers who can confirm his needs in writing but, until we have the formal diagnosis, we are very unlikely to be eligible for a blue badge. It is not our fault that the NHS is under extreme pressure, but it leaves us unable to access the care and services our son needs.

5. The stress from the parking situation is incredible. We have even considered selling our house over it; however, our son's conditions mean that he reacts very badly to change. Consequently, we consider that the momentous upheaval of moving house would cause him more distress than the current parking situation, albeit perhaps not than the proposed one.

6. Finally, these parking difficulties, and the impending additional complications, are having a severe impact not only on my children's health but also on my own health. I have a diagnosed severe anxiety disorder (please treat as confidential) and the worry about the proposed parking changes has exacerbated my mental health difficulties.

Given the six substantive reasons listed above, we are extremely concerned about the proposed parking scheme due to its impact on my son's health, our ability to conduct our daily school and work routines, and my mental health. We would like to propose several amendments to the scheme that we would be happy to consider.

Proposed amendments:

	<p>1. 5 Hailles Gardens is provided a space (i.e. an extra sixth space) within the Dunkins Close residential parking scheme</p> <p>2. 5 Hailles Gardens is provided a space within the North Street residents parking scheme (at the back of our house)</p> <p>3. A consultation is launched on a proposal of a residential parking scheme for Hailles Gardens, with a temporary space granted to 5 Hailles Gardens within 100 metres of our house</p> <p>4. St John's Street is pedestrianised and on-street parking made available, improving everyone's health.</p> <p>Thank you for considering our list of reasons and proposals for rectifying a distressing situation. As you can imagine, this has caused considerable perturbation and we are very keen to attend and convey the strength of our objections at the public meeting 23rd February.</p>
(5) Local resident/Member of public, (Bicester, Bath Terrace)	<p>No Waiting at Any Time – <b>Concerns</b> Permit Holders Parking Places – <b>No opinion</b></p> <p>Owners of permit parking houses, if offloading or doing building works have no access to a close by bay or any bay most of the time. Yellow lines hinder people of the terrace houses.</p>
(6) Local resident/Member of public, (Bicester, Greenway)	<p>No Waiting at Any Time – <b>No opinion</b> Permit Holders Parking Places – <b>Concerns</b></p> <p>PLEASE think about those people who need visitors several times a day (carers, family, friends) and will never have enough permits. There needs to be a mechanism in place to HELP these people not make their lives a misery. Please do nothing until these vulnerable residents are considered. Don't forget that people can go from absolutely fine to very vulnerable in an instant, so lengthy form filling etc should NOT be necessary. If you have a stroke (say) you might not be able to fill in a form or make a phone call. The elderly often don't have internet access, are too frail to go to a library or use the phone for very long. You MUST consider every eventuality before changing anything.</p>
(7) Online response, (unknown)	<p>No Waiting at Any Time – <b>Support</b> Permit Holders Parking Places – <b>Support</b></p>

	No comments.
(8) Local resident/Member of public, (Bicester, St Johns Road)	<p><b>Support</b> – I have read your Residential Parking Purposed letter. This is really good news that we will be able to park outside our own house at long last.</p> <p>Can you please explain why we can't have a parking permit for our group of 4 cottages 1-4 Brookside, as we are the only ones along this stretch of road without off road parking.</p>
(9) Local resident/Member of public, (Bicester, St Johns Road)	<p><b>Support</b> – I AM STRONGLY IN FAVOUR OF THE PROPOSAL TO MAKE CHANGES TO THE PESENT PARKING SITUATION BY INTRODUCING YELLOW LINES AND THE ISSUE OF PERMITS TO RESIDENTS</p> <p>This is because my narrow driveway opens onto Dunkins Close and despite the Council marking KEEP CLEAR I am frequently blocked in by a car blocking exit/entrance to my property. The road marking being worn away by this happening and would really benefit from repainting</p>
(10) Local resident/Member of public, (Bicester, St Johns Road)	<p><b>Concerns</b> – I fear that people who normally park on the grass and in Dunkin's close will encroach on my service road that starts at corner of Dunking Close and runs to length of and parallel to St John Street to the roundabout at Queens Street. Several years ago, I wrote to Cherwell and copied Oxford Oxfordshire County Council to complained about two issues, first the number of cars from people in Dunkin's parking on my service road, and second, that while doing work in St John Street knocked down the private road sign at the start of the service road and never replaced it. They wrote me a letter suggesting that I paid to have the service road made up to council standards and they would buy the service road off me or that I closed the road off from Dunking's Road by using some sort of container that had plants and flowers. I request that you either replace the private road sign or be happy for me to close the road of using a concrete container which will be filled with plants and flowers.</p>

B. Cherwell parking permit proposals:

RESPONDENT	COMMENTS
(1) Traffic Management Officer, (Thames Valley Police)	<b>No objection</b>
(2) Cherwell District Council	<b>No objection</b>
(3) Local resident/Member of public, (Banbury, Beargarden Road)	<b>Object</b> - resident only permits without new options are not viable.
(4) Local resident/Member of public, (Banbury, Beargarden)	<b>Object</b> - I still don't understand why paying to park on my own road will benefit me. Limiting the area to residents only doesn't automatically guarantee that I'll find a parking spot on my area, as it could still be taken by my "neighbour's visitor". The limitation of the spaces is still a reality, you are not increasing the parking places, and it'll make more people angry in the long run, especially when they couldn't find a place where to park after having paid £66 a year.. which, by the way, I believe the Council reserves the right to increase this fee anytime in the future. No, no and no. It's a money maker!
(5) Local resident/Member of public, (Banbury, Beargarden Road)	<b>Object</b> - Charges were made to have the white line put across the driveway now we will be parking to park our cars on the street. Council will be putting up the council tax for next year all during the biggest economic crisis in over 40 years - this is a money-making scheme by the council.
(6) Local resident/Member of public, (Banbury, Beargarden Road)	<b>Object</b> – no comments.
(7) Local resident/Member of public, (Banbury, Beargarden Road )	<b>Object</b> - Any charges implemented on residents parking should be abolished, and non residents should be charged

<p>(8) Local resident/Member of public, (Banbury, Bloxham Road)</p>	<p><b>Object</b> - You are preventing the right to have a family life for the people who live in the roads specified.</p>
<p>(9) Local resident/Member of public, (Bicester, Kings End)</p>	<p><b>Object</b> - My issues are:</p> <p>Removal of limitation for properties with off street parking - may lead to additional cars parking with no additional spaces allocated for them.</p> <p>Visitors permit allowance / charges - I am paying the same amount (£66) for less. I will now only get 25 visitors permits per resident permit as opposed to 50 previously. To get back to the level I was will now cost me £91 per year.</p> <p>It's not uncommon for people to park in the residents parking area without a permit. I can't say they're all Bicester Village visitors but I'm sure some are.</p> <p>At the moment they are easily identified as they don't have a permit displayed in their car window. As residents we can easily see this and challenge them to move on.</p> <p>With the new virtual permits we will have no knowledge if these cars are parked illegally or not. We will be reliant on the parking enforcement team and to be fair they are not always around.</p> <p>What can be done regarding this?</p>
<p>(10) Local resident/Member of public, (Bodicote , Cotefield Drive)</p>	<p><b>Object</b> - Should not be charging residents to park outside their homes</p>
<p>(11) Local resident/Member of public, (Bicester, Priory Road)</p>	<p><b>Concerns</b> – Can I please just say that the proposed 'paperless' scheme would result in chaos!</p> <p>I live in Priory Road in Bicester town centre. I campaigned for several years to get the residents parking scheme up and running.</p>

	<p>My road, and others in the town centre, was completely filled with comuter vehicles parking every day leaving nowhere for residents to park.</p> <p>Without the visible permit, how are residents going to know if a vehicle is part of the scheme or not? Also, why would anyone bother using visitors permits? If a vehicle parks up with nothing visible, who knows if it is a resident, a visitor or just a commuter taking advantage? And trust me, once permits are scrapped, we will be swamped by commuter vehicles just like before.</p> <p>Please do not say that patrols will be able to check on legitamacy of a vehicle- we simply DO NOT have patrols in Bicester! Since the parking scheme was introduced, I think I have only seen a PCSO twice in Priors Road, and when questioned she informed me that she did not have the power to actually issue a parking fine!</p> <p>So unless you are proposing to provide wardens to patrol every day, it simply won't work.</p> <p>The cost of the scheme remains the same- £66 per year. Going paperless just means the Council get that money for nothing. You wouldn't dream of making the Blue Badge scheme paperless so why residents parking?</p> <p>This scheme is by no means perfect - but it works! Please do not let it go paperless!</p>
<p>(12) Local resident/Member of public, (Banbury, Crouch Street)</p>	<p><b>Concerns</b> - Due to the small number of spaces available on Crouch Street, those with existing off-street parking should be limited to one permit.</p>
<p>(13) Local resident/Member of public, (Bicester, Bath Terrace)</p>	<p><b>Concerns</b> - just look at this planning applicatoin and the amount of contesion to the current lack of permit bays, yet no one does anything about that. we pay for parking and generally come home to no space on all areas. 22/01619/OUT</p>
<p>(14) Local resident/Member of public, (Bicester, Greenway)</p>	<p><b>Concerns</b> - PLEASE think about those people who need visitors several times a day (carers, family, friends) and will never have enough permits. There needs to be a mechanism in place to HELP these people not make their lives a misery. Please do nothing until these vulnerable residents are considered. Don't forget that people can go from absolutely fine to very vulnerable in an instant, so lengthy form filling etc should NOT be necessary. If you have a stroke (say) you might not be able to fill in a form or make a phone call. The elderly often don't have</p>

	<p>internet access, are too frail to go to a library or use the phone for very long. You <b>MUST</b> consider every eventuality before changing anything.</p> <p>You must consider every possible eventuality, for all residents.</p>
(15) Local resident/Member of public, (Bicester, Priory Road)	<p><b>Concerns</b> - we write to agree to the proposals, in particular to the introduction of the virtual permits.</p> <p>We do, however, have concerns about the proposed "limitations for properties with off-street parking". If the ultimate result of this change will mean the introduction of a greater number of cars on the streets, we would like to object to this proposal, as we feel there is already a shortage of on-street parking.</p>
(16) Local resident/Member of public, (Bicester, Priory Road)	<p><b>Concerns</b> – My sole piece of feedback is that I do not think that the maximum number of visitors parking permits should be limited to 50 per year instead of 100 – even if most people do not require more than 50 visitors permits they should still have the option to purchase more, and it doesn't seem to me that the council will lose anything by allowing a small number of users of the scheme to do this.</p>
(17) Local resident/Member of public, (Banbury, Crouch Street)	<p><b>Support</b> – no comments.</p>
(18) Local resident/Member of public, (Banbury, Crouch Street)	<p><b>Support</b> - As a resident of Crouch Street I would be happy with the permit system</p>
(19) Local resident/Member of public, (Banbury, Crouch Street)	<p><b>Support</b> - I support proposals but feel that permits should be granted as one per household with an option to buy another if there is sufficient parking space to warrant it.</p>
(20) Local resident/Member of public, (Banbury, Woburn Close)	<p><b>Support</b> - Traffic parking in central areas becoming a problem for residents</p>

(21) Local resident/Member of public, (Bicester, Victoria Road)	<b>Support</b> – no comments.
(22) Local resident/Member of public, (unknown)	<b>Support</b> – no comments.