

## **LYME REGIS TOWN COUNCIL**

### **THE MANAGEMENT OF MARINE PARADE AND CART ROAD MOTOR VEHICULAR ACCESS JUNE 2015**

#### **AIMS OF THE POLICY**

Lyme Regis Town Council will regulate access to Marine Parade and the council controlled section of Cart Road so as to ensure that they are free from all unauthorised motor vehicles.

#### **CONTEXT**

Lyme Regis Town Council is responsible for the management and maintenance of the area shown in red on the map at appendix A. This policy deals with the management of motor vehicular access to this area. For the purposes of this policy, Cart Road refers to the section between barrier number 3 and barrier number 4. The remainder of Cart Road is a public highway and is the responsibility of Dorset County Council.

The Tripartite Agreement between Dorset County Council, West Dorset District Council and Lyme Regis Town Council provides for the town council to take lead responsibility for the management of Marine Parade. The agreement makes the following specific provisions in respect of vehicular access:

- In the case of emergency or a specific need when Cobb Road cannot be used, the Town Council will open Cart Road for use by emergency or other vehicles
- The County Council will retain highway rights on Marine Parade both pedestrian and vehicular for a width of 1.8 metres. Vehicular rights are only to be exercised in the case of emergency.

The regulation of motor vehicular access to Marine Parade and the council controlled section of Cart Road is one of a number of management issues arising from the Tripartite Agreement and its provisions will have a bearing on other town council policies and operational decisions dealing with matters such as the use of the shelters, the holding of community events and commercial activities.

Marine Parade is a public thoroughfare with both residential and commercial properties and the policy will therefore need to take account of the access requirements of residents and traders.

In addition to Lyme Regis Town Council, a number of other organisations provide services that will necessitate vehicular access to Marine Parade and Cart Road:

- Dorset Fire & Rescue Service, Dorset Police and South West Ambulance Service may require vehicular access to attend in cases where an emergency response is required.
- West Dorset District Council provides a refuse collection service to properties on Marine Parade and street cleaning services to Cart Road and Marine Parade and will require vehicular access to these areas.

- West Dorset District Council is the Harbour Authority and the Sea Defence Authority and may require access in order to discharge their responsibilities for these matters.
- Dorset County Council is responsible for the street lighting on Marine Parade and they, or their contractors may require access for the effective management and maintenance of the lighting systems.
- Utility providers, their contractors and government agencies will require access to Marine Parade and Cart Road in order to carry out statutory functions and service provision.

### **ACCESS CONTROL MEASURES**

There are four sets of barrier gates at the locations marked on the map at appendix A.

1. Eastern end of Marine Parade – the top of the ramp from Cart Road to Marine Parade
2. Western end of Marine Parade – by the Jane Austen Garden
3. Eastern end of Cart Road – the bottom of the ramp from Cart Road to Marine Parade
4. Western end of Cart Road – by The Royal Standard public house.

The barriers are locked shut and must only be opened for the time it takes for an authorised vehicle to pass through the barrier. The barriers are fitted with padlocks with keys issued upon signature and following a successful application to the town clerk.

### **KEY HOLDER RESPONSIBILITIES**

Wherever possible, the barrier gates will be opened and shut by a member of Lyme Regis Town Council staff. If there is a demonstrable reason for issuing other keys they will be issued on the basis that:

- they are only used for the reason for which they were issued;
- they are not to be lent to any other individual or organisation;
- they must be returned at the end of the agreed period or on demand from the town council, whichever is the earliest;
- the key holder agrees to comply with the conditions for use as set out in this policy and any additional conditions made at the time of issue (this may include a requirement that the key holder pays a deposit of £25, which is levied by the collection of an electronic payment, which will not be activated unless the key is not returned within the agreed period).
- In cases where access for one of the emergency services is necessary, key holders may unlock the barriers and inform the town council at the earliest opportunity.

### **ENFORCEMENT**

Compliance with the conditions set out in this policy or those made in relation to any specific request for vehicular access will be monitored by the town council's officers and staff. Breaches should be reported to the town council's enforcement officers, with persistent breaches brought to the attention of the town clerk or the deputy town clerk. Enforcement action will involve the withdrawal or modification of agreed access arrangements.

## **DELIVERY VEHICLES**

Where it is necessary for delivery vehicles to access Marine Parade or Cart Road, these deliveries must take place before 10.30am or after 4.30pm and take no longer than 20 minutes. Applications for a specific and temporary variance to this condition must be made to the town clerk.

## **WORKS VEHICLES**

Property owners arranging for works to be carried out must have authority from the town clerk for temporary access to enable the delivery only of materials and equipment. Vehicles will not be allowed to park on Marine Parade or Cart Road without the expressed permission of the town clerk. Applications for a specific and temporary variance to this condition must be made to the town clerk.

## **MARINE PARADE SHELTERS**

A number of community and commercial events will use the shelters as a venue throughout the year and many will require vehicular access to Marine Parade.

The restrictions relating to the times of delivery will be appropriate in most cases with any exceptions to this being the subject for discussion at the time the shelters facilities are booked.

The Market Area will provide a venue for a range of markets and it will be necessary for event organisers to manage the access, delivery and egress arrangements of a number of vehicles over a relatively short period of time.

Access & Egress - To facilitate the safe and efficient movement of delivery vehicles, a one-way system will operate for market events. When delivering to the market area, vehicles will access Marine Parade from the east and exit from the west. When removing from the site, vehicles will access Marine Parade from the west and exit from the east. This arrangement will mean that vehicles are not turning on the parade or passing other vehicles. To ensure the safety of pedestrians, event organisers will be required to provide banksmen, to appoint a named individual who is responsible for carrying out the necessary risk assessment and compliance, and stewarding appropriate to the conditions.

Delivery – Vehicles must make their deliveries to the Market Area in as short a time as possible. Vehicles must not block Marine Parade and must be moved or removed as soon as possible or at the direction of the event organiser or Lyme Regis Town Council staff.

Parking – Vehicles must not be parked on Marine Parade beyond the 20 minutes allowed for deliveries. Parking is available at a number of public car parks within Lyme Regis. Information on the location and charges for these is available from Lyme Regis Town Council, West Dorset District Council and the Tourist Information Centre.

Drip Trays - Where events sanctioned by the town council allow vehicles along the Marine Parade, drip trays will be used.

Car club displays will not be permitted unless part of a larger event

