

Parking Policy

The Old Hospital Maidstone

CSMC Ltd self-manage the estate at the Old Hospital Maidstone: www.theoldhospitalmaidstone.co.uk

We operate a strict parking policy that all residents shall adhere to, as part of their Lease. The Old Hospital is monitored by a Parking Management Company called 'UK Parking' and CSMC also monitors parking. Below are details of the Parking Policy and also further information to help you with offsite parking.

PARKING ELIGIBILITY

Each parking space within the Old Hospital complex is owned by a specific Owner/ Landlord. Only Owners / Landlords / Tenants / Residents who have an allocated parking space or are authorised to use a space, are entitled to park within the complex, and they should only park in their allocated space.

RESIDENT PARKING PERMITS

Every owner of a parking space has been allocated 2 parking permits for 1 bay, which has the specific bay number they own printed on it. A valid parking permit must be displayed correctly on the vehicle windscreen at all times when parked in the allocated parking bay. If your main vehicle is not parked in its parking space, a second permit can be used for an alternative vehicle, e.g. for a visitor. Please note that you may only have one vehicle parked in your designated bay at any one time, as per the terms of the Landlord Lease Agreement. The additional permit cannot be placed into another vehicle which is parked on the kerb or in any other space or on the roadway – if anyone is found to be doing this you will receive a parking ticket.

CONDITIONS FOR RESIDENT PERMIT DISPLAY

- The permit must be secured to the vehicle front windscreen (*peel off backing with adhesive front*)
- All details must be clearly visible
- Failure to do so shall result in the vehicle being issued with a parking charge
- Photocopied permits shall be deemed invalid
- For replacement permits (last resort/emergency) contact CSMC Ltd on Email: office@theoldhospitalmaidstone.co.uk or Tel: 01622 616181

GRACE PERIOD, CONTRACTOR, REMOVAL VEHICLES, DELIVERY VEHICLES

Naturally, all residents may from time to time require vehicles to visit the site, e.g. pick up/ drop off, a delivery you are expecting, a contractor carrying out work or a removal vehicle if moving in/out. There will be a 30 minute window for free parking in an area that is not in a designated bay, i.e. in a suitable part of the roadway, not in front of an undercroft or a resident balcony or window. Should you need a pass for a vehicle to stay longer than 30 minutes, please email: office@theoldhospitalmaidstone.co.uk or send us a letter requesting a parking permit for the date required or telephone us on 01622 616181, specifying the reason for the request and the approximate arrival time and length of time the vehicle will be on site. **Please provide at least 72 hours' notice.** We will advise how this pass is to be used, if your application is successful.

Church Street (Maidstone) Management Company Limited
Victoria Court, 17-21 Ashford Road, Maidstone, ME14 5FA

Telephone: 01622 61 61 81

Website: www.theoldhospitalmaidstone.co.uk

Email: office@theoldhospitalmaidstone.co.uk

Company Number: 06545435

Church Street (Maidstone) Management Company



SPECIAL CIRCUMSTANCES – DOCTOR / NURSE / CARER VISITS – VISITOR PERMIT REQUEST

For those residents that require regular doctor/nurse/carer visits, please provide details of the surgery practice or the carer company or relevant information to CSMC by email: office@theoldhospitalmaidstone.co.uk with subject header 'PARKING' and your FLAT NUMBER/NAME or telephone us on 01622 616181 or send us a letter (see postal address below). If you require a doctor/nurse/carer to be parking on site on a regular basis, there will be an annual £40 charge for a healthcare **visitor permit** to be used for this purpose only. If any visitor is found to be parking on site for any other reason than to visit the resident they are caring for, permission to park on site will be revoked and they may receive a parking ticket.

UNAUTHORISED PARKING

Unauthorised parking includes:

- A vehicle with no valid resident permit for a bay
- Using the two resident permits allocated to one bay number in two different parking spaces
- Using the two resident permits with one vehicle in a parking space and another on the roadway
- Parking two vehicles in one space without authority and parking any vehicle by Nolan's statue

If you are seen to be in breach of the parking regulations then you will be issued a fine by UK Parking. If unauthorised parking is seen to continue, then legal action may be taken in breach of the Property Lease.

PERMITS TO TENANTS - LANDLORD RESPONSIBILITY & PERMITS TO NEW OWNERS

If the Landlord owns a parking space which is given over to a tenant, it is the Landlord's responsibility to control the distribution of the parking permits, for example when a tenant moves in or out, and if a letting agent is managing the property on the Landlord's behalf. Please ensure that the 2 allocated permits are logged on the Inventory/Schedule of Contents. Similarly, if you are selling your property, please make sure to pass on the 2 resident permits to the new owner.

LOST OR REPLACEMENT PERMIT(S)

The new issue of permits in May 2016 have been specially printed by UK Parking. If you have lost or need a replacement permit, then this will involve lead time for CSMC to arrange for new permits. We request that you only ask for a replacement permit in the case of last resort/ emergency. The current cost of a replacement permit is £10.00 plus any special postage costs. Please take every care not to lose your allocated permits.

REPORTING UNAUTHORISED PARKING

Whilst the parking is monitored regularly by both UK Parking and CSMC, it is not possible for the parking to be monitored 24 hours a day. If you notice any unauthorised parking or if another vehicle is parked in your bay, please note the vehicle colour/ make/(model)/registration and where the vehicle is parked, and if possible take a photo that clearly shows the registration number of the vehicle and send this to office@theoldhospitalmaidstone.co.uk. This will then be forwarded to UK Parking, requesting they send a warden to ticket the vehicle as soon as possible.

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UK PARKING – PARKING FINES

UK Parking is an authorised, independent company who monitor the parking at the Old Hospital. They have the authority to issue tickets / fines to anyone who is violating the parking rules.

Please note that CSMC have no control over UK Parking to waiver any parking fines, and therefore, any appeals would need to be made directly to UK Parking.

OFFSITE PARKING – MAIDSTONE TOWN CENTRE

For residents who do not have a parking space or for residents who have more than one vehicle, there are many alternative places to park in and around Maidstone town centre. Some road parking operated by Maidstone Borough Council is free in the evenings (after business hours) until 8am the next day and all day on Sundays or Bank Holidays until 8am the next day (eg Church Street, Union Street).

Maidstone Borough Council has comprehensive details of pay and display short and long term car parks.

The nearest and cheapest Long Stay Car Park is Union Street West.

Please visit <http://www.maidstone.gov.uk/residents/parking-and-streets> for more information on all short and long stay car parking operated by the Council.

The car park opposite the back of Marks & Spencer is a pay and display privately operated car park and not run by the Council.

There are also some lock-up garages available in Maidstone, for example on Union Street. These are usually let through local letting agents.

N4 RESIDENT PERMITS

N4 Resident Permits are operated by Maidstone Borough Council. Unfortunately, Old Hospital Residents are not entitled to these.

Thank you for abiding by the Parking Policy at the Old Hospital Maidstone

CSMC Ltd

31st May 2016

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