

**DOWNHAM MARKET CAR PARK MANAGEMENT STRATEGY COMMITTEE**  
**MINUTES OF MEETING HELD MONDAY 11<sup>th</sup> FEBRUARY 2019 AT 7:00 PM**

Present:	The Vice Chairman	Cllr D Lawson
	The Mayor	Cllr D Sharman
	The Deputy Mayor	Cllr J Doyle
	Councillor	Cllr A Pickering
	Deputy Town Clerk	Mr R A Davidson

Those in attendance at the meeting were notified of the emergency evacuation procedure from the Town Council Offices.

Members were reminded that they should have their mobile telephones turned off or switched onto silent mode.

**0009. To receive Members' apologies for absence**

An apology was received from Cllr C Pyatt (unwell). The apology was accepted.

**0010. To receive Members' declarations of interest**

Recognising that Council had now decided on charging, there were no such specific declarations.

**0011. To approve the minutes of the Car Park Management Strategy Committee meeting of 12<sup>th</sup> November 2018 (pages 6261 – 6263)**

**Proposed – The Mayor Cllr Sharman**

**Seconded – Cllr Pickering**

**'That the minutes of the Car Park Management Strategy Committee meeting held on Monday 12<sup>th</sup> November 2018 (pages 6261 – 6263) be approved and signed as a true and accurate record.'**

**All in favour**

**Proposed – Cllr Lawson**

**Seconded – Cllr Pickering**

**Confidential Items to be discussed under:**

*'Standing Order 3D, that in view of the confidential nature of the business about to be transacted, business sensitivity, it is advisable in the public interest, that the press and public be temporarily excluded, and they are instructed to withdraw'*

**All in favour**

**0012. To receive update on Alpha Parking meeting and receive proposal**

Members received an update from the Deputy Clerk and Cllr Pickering within confidentiality.

**0013. To receive update on officer meeting with Mr Tim Young – Network Safety & Sustainability, Planning & Economy, Community & Environmental Services, Norfolk County Council**

Members received an update from the Deputy Clerk within confidentiality.

**0014. To agree future actions**

A discussion was had of progress to date and immediate actions identified to ensure appropriate timescales are maintained and achieved.

*The meeting came out of confidentiality.*

**Proposed – Cllr Pickering**

**Seconded – The Deputy Mayor Cllr Doyle**

**‘That the Alpha Parking Project Plan for Parking Strategy Implementation Proposal be approved as per their estimated quotation of £1350.00 + VAT’**

**All in favour**

**Proposed – The Mayor Cllr Sharman**

**Seconded – The Deputy Mayor Cllr Doyle**

**‘That a meeting be arranged between officers from Network Safety & Sustainability, Planning & Economy, Community & Environmental Services, Norfolk County Council and Downham Market Town Council to inform and progress the Car Park Management Strategy of Council’**

**All in favour**

The Chairman thanked everyone for attending and closed the meeting at 8:10pm.

**Chairman**

**Dated**