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Car Park Management Plan

Client: Witherslack Group Ltd

Project: The Old Rectory, Market Bosworth

Date: June 2024



Document Control Form

Client: Witherslack Group Ltd
Project Title: The Old Rectory, Market Bosworth

Document type: Car Park Management Plan
Document Date: June 2024

Project No/Ref: 210777-04
Document Status: FINAL

Doc Ref: 210777-04 Car Park Management Plan

Document Approval

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Document Issue

Issue Date and History	Draft	21 st June 2024
	Final	25 th June 2024
Distribution	External	Witherslack Group Ltd
	Internal	File

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1. Introduction

1.1 Purpose of Report

This Car Park Management Plan (CPMP) has been prepared on behalf of Witherslack Group Ltd to discharge Planning Condition 22 of approved Planning Application 23/00667/FUL.

Planning Condition 22 states:

“The development hereby permitted shall not be first used until such time as a Parking Management Plan has been submitted in writing to, and approved in writing by, the Local Planning Authority. The use and operation of the development shall thereafter be carried out in accordance with the approved details at all times.

Reason: To ensure that the development does not exacerbate existing parking problems in the area in accordance with Policies DM17 and DM18 of the adopted Site Allocations and Development Management Policies Development Plan Document (2016), and the National Planning Policy Framework (2023).”

This document will set out the proposed management strategy, which will be in place for the lifetime of the development.

1.2 Relevant Planning Context

The initial application for The Old Rectory is a Change of Use (CoU) Planning Application turning ‘The Old Rectory’ from a single dwellinghouse (Class C3) to a Specialist Education Needs (SEN) School (Class F1); alongside the erection of two single storey external classrooms; a Multi-Use Gaming Area (MUGA); a revised parking layout; replacement boundary fencing; and external landscaping with associated works to trees.

The application site is located at The Old Rectory, Rectory Lane, Market Bosworth, Leicestershire.

1.3 Scope

This CPMP has been written as a standalone document and contains all relevant information needed to effectively implement and monitor this plan.

The remainder of the document is structured as follows:

- Chapter 2: Provides the background to the document and outlines the main aims;
- Chapter 3: Details the proposed site parking management; and,
- Chapter 4: Presents the method of monitoring the CPMP

2. Role of the Car Park Management Plan

The key role of the document is to provide information on the proposed car parking spaces at the Site.

The key objectives of the CPMP are to:

- Promote operational efficient of parking
- Ensure security to staff and visitors; and
- Reflect the principles and objectives of the consented development proposals

2.1 Location and Parking Provision

The proposed development is located on Rectory Lane, Market Bosworth, Nuneaton, Leicestershire. The site comprises of an 1849 built Grade II listed Tudor Style dwelling (Class C3). The application site area measures c.6,401 sq. m. with access taken from Rectory Lane via an existing gated entrance. The site is bound by Rectory Lane to the north, residential land uses to the east and west and agricultural land to the south.

The site location is illustrated within **Figure 1.1**.

Figure 2.1 Site Location



The proposal sets out the creation of 40no. new parking spaces (includes 2no. disabled spaces and 4no. with electric vehicle charging points (EVCP). The car park bays will be serviced by an internal one-way loop road that will allow vehicles to enter and exit the site without performing any turning manoeuvres.

A summary of the vehicle and cycle parking provision is outlined in **Table 2.1**.

Table 2.1 Vehicle Parking Provision

Vehicle Parking			Cycle Parking
Standard Parking	Disabled Parking	Electric Charge Point	
38	2	4	4

The car park layout is shown below in **Figure 2.2**

Figure 2.2 Car Park Layout



As illustrated, 5 rows of tandem parking (10no. spaces) are proposed.

3. Car Park Management

3.1 Demarcation

A site plan illustrating demarcation is provided within **Appendix A**, with the following setting out a brief description.

Numbering Convention

None of the bays will be specifically allocated to any one individual.

Disabled and EVCP Allocation

Across the proposal, there will be 2no. bays designated for disabled use that will be marked out adjacent to the buildings main entrance. 4no. of the bays will also contain EVCPs. They will be separate from the main bulk of spaces that face out onto the internal access loop.

Tandem Parking

5 rows of tandem parking are proposed (affords 10no. spaces in total). Staff parked in tandem bays will inform the reception desk leaving their contact details and approximate departure time. It is recommended that these bays are used by full-time staff who are likely to be on site for the longest duration. Effective communication is vital to ensure minimal disruption. Tandem parking is a common feature at Witherslack Schools and the organisation and its staff is well versed in the management of such parking arrangements.

3.2 Access Control and Management

Development proposals make provision for the modification to the access gates which will afford two-way passing and allow refuse collection vehicles to enter the site.

Entrance gates will be closed during school hours and managed from reception via an intercom system.

During pick up and drop off hours (08:30-09:30 and 14:30-16:30), the school will keep the gates open to ensure vehicles do not back up onto the Rectory Lane. During pick up and drop off hours, the car park will have members of the school staff monitoring the front of the site and helping children in and out of the school.

3.3 Deliveries

All deliveries will be notified by the school of the necessary delivery procedures. All deliveries will be managed and arranged to avoid the school drop off and collection times. All delivery drivers will pull into the entrance and identify themselves to reception via the intercom to gain access. Deliveries will then go around the one-way system and park up in designated drop off area in front of the school.

3.4 Out of hours operation

Pupil hours at the school will be taught between 08:30-15:00 Monday-Friday. Teaching staff are generally expected to arrive c.08:00 and depart between 16:00-16:30 with some envisaged to remain on site until 17:00.

3.5 Cycle Parking

The monitoring and use of cycle parking will be undertaken by the applicant.

4. Monitoring & Review

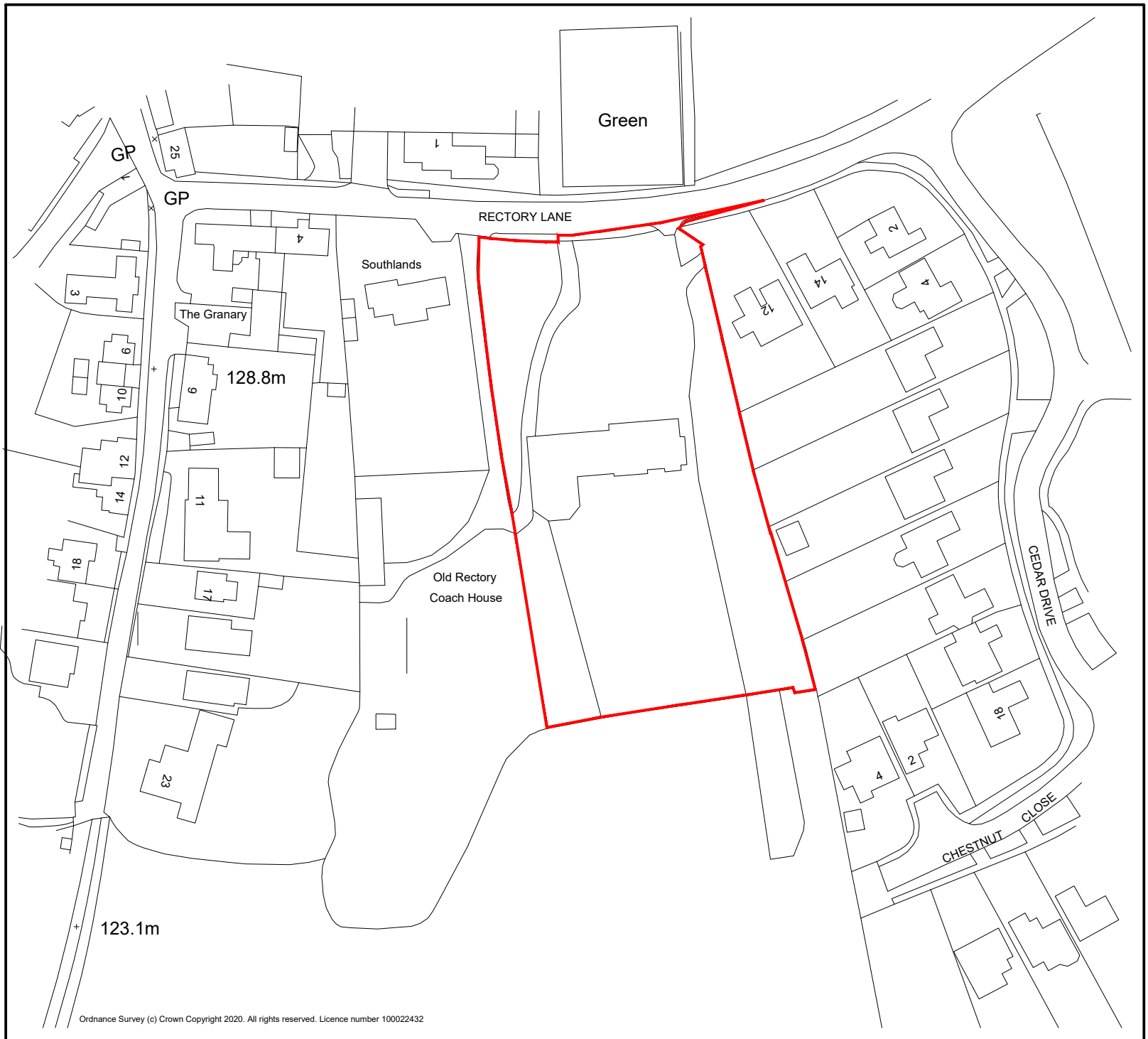
This CPMP will be subject to ongoing monitoring and review.

Should there be any need to modify the CPMP in response to operation demands or identified issues, these modifications will be discussed and agreed with Hinckley & Bosworth Borough Council and Leicestershire County Council.



Appendix A

Site Layout



SITE LOCATION PLAN @ 1:1250

- KEY:
- extent of canopy of retained trees
 - removed tree
 - geocell or similar as advised by Arboriculturalist
 - tarmac
 - existing / new dense shrubbery beyond boundary fence
 - existing renovated terrace paving / new paving to match
 - vehicle circulation route
 - new boundary fence
 - electric vehicle charging point
 - 2.0m high close board timber fence with matching gates

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A	amend	various amends	22.03.23	MJD	mjd
B	amend	various amends	04.04.23	MJD	mjd
C	amend	various minor amends	25.06.23	MJD	mjd
D	amend	bin st. & collection point & lost queue added	21.08.23	MJD	mjd
E	amend	lost queue omitted drop off and waiting area added	11.09.23	MJD	mjd

PLANNING APPLICATION

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Project
Conversion of Existing Building
To Create a Specialist School
The Old Rectory, Rectory Lane
Market Bosworth, CV13 0LS

Drawing Title
Proposed Site Layout Plan
and Site Location Plan

Scale	Sheet	Date	Drawn	Checked	Drawing Number	Revision
1:250	1:500	08.03.23	MJD	mjd	23.009(9)-J001	E