

8th February 2021

RALEYS CAR PARK PERMITS

Raleys car park was originally created to support the adjacent sports facilities, Sevenoaks Town Council is also keen to use the facility to enable town workers (lower paid) to use the car park.

The car park is to be shared amongst the following users:

- 1) Area for Sevenoaks Lawn Tennis Club (as per original planning permission)
- 2) Permits for dedicated sports clubs.
- 3) Area for drop off zone – 15 minutes.
- 4) 35 permits for town workers for Monday – Friday only.
- 5) Other parking to be limited to 4 hours

Please find attached the application form for a parking permit for Raleys car park for the period commencing **1st April 2021 to 31st March 2022**. A maximum of 35 permits will be issued to Sevenoaks Town workers from independent retail premises on lower salaries who meet the following criteria.

Criteria for Raleys Car Park Permit

1. Applicant must be a Sevenoaks Town worker from an independent retail premises
2. Application form must be co-signed by employer confirming salary
3. Permits are car registration specific
4. Permit will be valid from 01.04.2021 to 31.03.2022
5. Parking is permitted Monday to Friday only
6. Cost of permit is £50 per annum

The application form is available on the Town Council's website:

[sevenoakstown.gov.uk/Raleys Parking Permits](http://sevenoakstown.gov.uk/Raleys%20Parking%20Permits)

Completed application forms accompanied by a cheque for £50 made payable to Sevenoaks Town Council must be returned by post.

Envelopes should be marked APPLICATION FOR RALEYS PARKING PERMIT

Closing date for applications is 6th March 2021

Linda Larter MBE
Chief Executive/Town Clerk

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

tel: 01732 459 953 fax: 01732 742 577
email: townclerk@sevenoakstown.gov.uk
web: sevenoakstown.gov.uk

Town Clerk

RALEYS CAR PARK, PLYMOUTH DRIVE, SEVENOAKS – APPLICATION FORM

Town worker from independent retail premises on lower salary application form for parking permit for Raleys car park for 12 months commencing 1st April 2021 to 31st March 2022

Application Form to be completed by Applicant

Name.....

Home Address.....

.....

Email..... Tel.....

Employer.....

Address.....

.....

Applicant's Job Title.....

Annual Salary (FTE).....

Make of Vehicle.....

Registration No.....

Signed:

Dated:

Declaration to be completed by Employer

Employer's Name.....Job Title.....

Company Name.....

Address.....

.....

I understand that the person listed below is applying for a registration specific Parking Permit for Raleys car park Mon-Fri commencing 1st April 2021 to 31st March 2022 and confirm their annual salary is the amount listed below.

Name of Applicant.....

Job Title.....Annual Salary £.....(Full time equivalent)

Signed.....

Date.....