



Northumberland

County Council

RECORD OF DECISION TAKEN BY DIRECTOR OF ENVIRONMENT AND TRANSPORT

Paul Jones – Director of Environment & Transport

Proposed Limited Waiting Parking Amendments – Bailiffgate, Alnwick

Cabinet Member: Councillor Mark Mather, Roads & Highways

05 June 2025

Purpose of Report

This report sets out the background to the proposal to introduce an amendment to the existing shared-use permit holders and limited waiting parking restrictions at Bailiffgate in Alnwick.

Recommendation

It is recommended that the proposed amendments to limited waiting restrictions are implemented in order to improve vehicular turnover and availability of parking spaces in Alnwick.

Link to Corporate Plan

This report is relevant to the following key themes in the Corporate Plan for 2023-26:

‘Thriving Places and Culture – Neighbourhoods are safe, clean and well maintained’

Key Issues

1. Northumberland County Council has received concerns regarding long-stay visitor parking associated with the existing limited waiting restrictions at Bailiffgate in Alnwick.
2. On-street parking spaces are regularly at full capacity which presents challenges for residents paying for an annual permit and those visiting the town centre for a short period of time.

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3. As a result, an amendment to the limited waiting restrictions is proposed from '4 hours maximum stay, no return within 1 hour' to '2 hours maximum stay, no return within 3 hours' in order to alleviate these concerns.
4. The scheme is supported by the local County Councillor.
5. The scheme is to be funded through the 2025/26 Local Transport Plan (LTP) programme.

Background

Bailiffgate is a single carriageway situated within Alnwick town centre with on-street parking available on both sides of the road, in the heart of a primarily built-up area containing a mixture of both residential and commercial properties. It is therefore a popular and busy destination with demand for parking spaces regularly at a premium.



Fig.1: Existing layout of Bailiffgate, Alnwick (Source: Google Maps, 2025)

The available on-street parking spaces are currently restricted and denoted through signage and road markings. These restrictions are in operation from Monday-Saturday between the hours of 8am-6pm, when the area is at its busiest. Residents and their visitors with a valid permit are entitled to park with no time limits, otherwise those visiting the area can park for a maximum time period of 4 hours, but must not return within 1 hour.

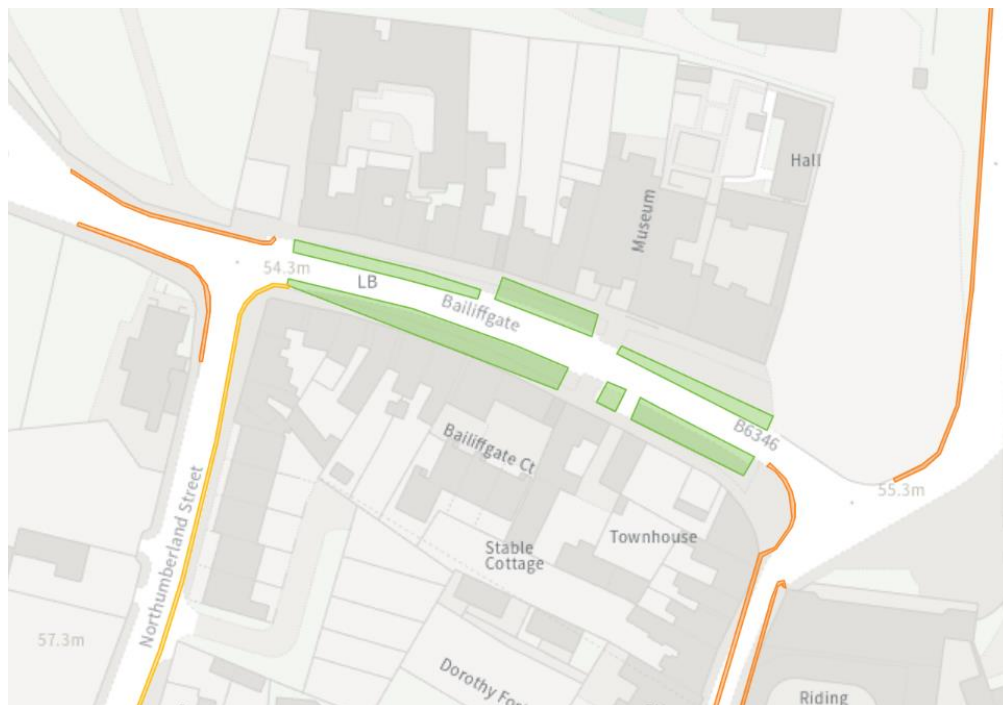


Fig.2: Existing shared-use permit holders and limited waiting parking bays (marked in green) at Bailiffgate, Alnwick

The Council's Parking Services team have difficulty enforcing the existing limited waiting arrangements, which essentially give provision for all day

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parking on a section of road which has several points of interest in the surrounding area for visitors. This is expected to increase in demand when the new Bailiffgate Hotel opens and subsequently put a strain on other nearby streets for parking.

As a result, it is proposed to amend the limited waiting restrictions on Bailiffgate by reducing the maximum length of stay from 4 hours to 2 hours, whereas the no return timeframe will be extended to 3 hours instead of 1 hour. The operational hours of 8am-6pm from Monday-Saturday will continue to apply. It is anticipated that this will improve vehicular turnover, increase footfall for local businesses in the town centre and afford permit holders the opportunity to park at Bailiffgate.

During the consultation, some local businesses raised concerns with staff being unable to park for the desired length of time on Bailiffgate, should the proposals go ahead. Officers have assessed the comments received but given the other long-stay parking facilities available across Alnwick town centre and the difficulties encountered by residents and enforcement, the needs of reducing the maximum length of stay outweigh those expressing a desire for the restrictions to remain unchanged.

Details of consultation responses are shown in Appendix A. The proposal is intended to increase vehicular turnover, improve parking facilities for residents and to protect the amenity of the area overall. Northumbria Police, other emergency services and relevant statutory consultees will be notified of these amendments as part of the process for making the permanent Traffic Regulation Order.

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Implications Arising out of the Report

Policy	Consistent with existing policies.
Finance and value for money	Scheme will be financed through the LTP 2025/26 programme.
Legal	Motorists will be required to comply with the Traffic Regulation Order.
Procurement	None
Human Resources	None
Property	None
Equalities Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	N/A
Risk Assessment	N/A
Crime & Disorder	Regulations in place to carry out enforcement.
Customer Consideration	Statutory consultees and directly affected properties have been consulted.
Carbon reduction	None
Wards	Alnwick Castle

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Background Papers

File reference – HE243818D-08

Appendix A – Consultation Responses

Author

Report Author **William Binks, Programme Officer**

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DECISION TAKEN

Title of Officer	Director of Environment & Transport
Subject	Proposed limited waiting parking amendments at Bailiffgate, Alnwick
Consultation	For: 3 (60%) Against: 2 (40%)
Decision Taken	To amend limited waiting parking restrictions at Bailiffgate, Alnwick

Signature of Director



Date

9th June 2025

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Appendix A – Consultation Responses

Key: F = For; A = Against

F A	RESPONSES
1	<p>We pay for our parking permits on Bailiffgate which does not guarantee us a parking space and during Castle Opening season and school holidays it is impossible to find a parking space at all. It would be ideal if the restriction for parking time could be less than 2 hours. With the new hotel opening soon and the Cookie Jar parking it is impossible. We have also noticed that we don't appear to have anyone checking the cars parking here now and cars are parking all day without any permit. We fully support restrictions for parking on our street. We hope this will be taken into consideration for any decision taken on the above.</p>
1	<p>We have been asked to make representations on behalf of the Institute of Our Lady of Mercy, which owns and operates the Costello Centre, based at 10a Bailiffgate, in respect of the proposed new parking restrictions that are set out in the County Council's letter dated 3rd December 2024. The Costello Centre is operated as a 'not for profit community facility' by the Charity and is available for hire by local people and community groups. The facilities include a main hall and meeting room; the latter with a fully equipped commercial kitchen. Further details about the Centre can be found on its website:- www.thecostellocentre.co.uk. The Centre is available for hire seven days a week, with the majority of bookings being on a weekly basis by local community groups. Many are for two-hour (plus) slots and include:- Mondays – an Art Group between 10.30 and 12.30 hours. Tuesday – Community Church every second Tuesday of the month between 10.00 and 14.00 hours. Wednesdays – Musical Group between 16.00 and 18.00 hours and a Recovery College meeting every Wednesday between 13.00 and 15.00 hours. Thursdays – Sewing Group between 13.00 and 16.00 hours. Fridays – German Group between 10.00 and 12.00 hours and Art Group 13.30 and 15.30 hours. These groups will be significantly impacted by the proposed changes to the parking restrictions. They may either have to change, and shorten, their hours if organisers, and those attending (many of whom are elderly), can only park on Bailiffgate for a maximum of two hours. Some may decide to transfer to other facilities, where parking is not an issue, which would impact the viability of the Centre, which is already run by the Charity at a loss. Neither the Council's letter, nor its website, provides any information as to why the County considers it necessary to reduce the period (from four hours to two hours) when non-residents can park on Bailiffgate. In the absence any such details, the consultation is potentially flawed and those that will be impacted cannot make full comment. It is accepted that there are currently parking pressures on Bailiffgate, but this is attributed to the fact that there are numerous refurbishment works being undertaken to buildings/sites in the road, including No. 16 Bailiffgate, which is being converted from a care home into flats, and the conversion and development of Nos. 2 to 8 Bailiffgate into a bespoke hotel. The latter development started pre-pandemic and has, at times, involved the use of parking spaces on Bailiffgate as a contractors' compound. These and other refurbishments/developments in the road have given rise to parking by contractors' vehicles and employees working on the developments. Accordingly, any data on parking pressure collected over the last five years or so, and upon which the decision to potentially further restrict parking on Bailiffgate is based, is not representative of the normal situation in the road. The Charity urges the County Council to reconsider the proposals to reduce the length of time when non-residents can car park on Bailiffgate as it this will severely impact the users, and viability, of the Costello Centre. In the alternative, we request that some form of permit system, allowing up to four hours parking, is maintained for the users of the Centre. If any further information is required, please do not hesitate to contact me.</p>
1	<p>We are objecting to this on the grounds that as a volunteer-run museum it will affect our less-mobile volunteers. Our welcome desk slots are 3¼ hours, so the current system of 4 hours parking suits them well. If they have to walk further to and from a parking space, they may decide to stop volunteering which would affect our ability to deliver the current level of opening hours. In the past we have applied as an organisation for a parking permit and have been refused, even though the Cookie Jar seems to have several permits for their visitors. The one disabled space on Bailiffgate has been out of use since construction work started on the new hotel several years ago. We assume even if it is reinstated, it will be included in the proposed two-hour restriction.</p>
1	<p>I fully agree to the new parking waiting restrictions in Alnwick. It has been long overdue. I live on Bailiffgate and cannot use my residents permit for most of the year. Neither can my B&B guests. I would however prefer it to be permit holders only.</p>
1	<p>I am in agreement with the changes from 4 hours to 2 hours for non permit holders, however, as a resident, I think it would be best to have residents parking only as there are plenty of other places for visitors.</p>
3	2