From: alan maguire <alan.maguire@hotmail.co.uk>
Sent: 11 June 2025 11:07:25 UTC+01:00
To: "Amanda.Wilkes" <Amanda.Wilkes@horsham.gov.uk>
Cc: "Steve Ratcliff" <stephenratcliff88@yahoo.com>; "mike_whiteford@yahoo.co.uk" <mike_whiteford@yahoo.co.uk>; "nb22@hotmail.co.uk" <nb22@hotmail.co.uk>
Subject: Re: DISC/25/0037 Horsham YMCA Football Club
Attachments: East Mews Dental Care revised.doc

Tuesday 10th June 2025

Hi Amanda

I thought I we had made a detailed reply but we cant think of everything so i have answered to the best of our ability.

1) This is a private car park and the company/ users have supplied us the following. We are concerned about our Data protection ability so we have put the onus on the 3 companies that are users of the facility. Their personal files include the names, address, telephone numbers, and emails of each user. They supply us car registration numbers, car makes and employee names.

2) Each permit runs for the length of employment with that company. There are no designated bays but each firm has a designated area in the car park.

3) The terms and conditions are covered by the letter of engagement which are 28 days by either party. The permits are pre numbered and issued by the YM on application by the company. The registration numbers are printed on each permit.

4) As such we have not issued formal terms and conditions, only a contract including termination by both sides.
Before issue of permits the company must state to the employee the conditions of use, which includes the times available, the allocated area they park and speed restrictions in Gorings Mead and on site. Failing this YM Community Club can exclude individual vehicles from the company agreement. Copy of contract attached)

5) There is not a lot of movement of vehicles during the day, so we spot check the car park in the mornings when club members are on site. Any cars not displaying the correct permit or no permit are noted down and input into a file.
We are working on a two strikes and out policy. If any cars are parked and not on our firms database we will leave a note on the windscreen threatening clamping and inform the relevant company. The company has the right to withdraw the employees permit for breaches. Failing

the company not taking their responsibility to withdraw permits for breaches to the conditions of hire, then the Community club will clamp the vehicle and ban the user.

6) We have a resident from Gorings Mead checking each evening that the car park is clear before she locks the gates on none function days.

7) This is covered in section 5.

Hope this is detailed enough

regards
Alan Maguire

From: alan maguire <alan.maguire@hotmail.co.uk>
Sent: Tuesday, June 10, 2025 20:46
To: Amanda.Wilkes <Amanda.Wilkes@horsham.gov.uk>
Cc: Steve Ratcliff <stephenratcliff88@yahoo.com>; mike_whiteford@yahoo.co.uk <mike_whiteford@yahoo.co.uk>; nb22@hotmail.co.uk <nb22@hotmail.co.uk>
Subject: Re: DISC/25/0037 Horsham YMCA Football Club

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Alan Maguire
From: Amanda.Wilkes <Amanda.Wilkes@horsham.gov.uk>
Sent: Monday, June 9, 2025 13:55
To: alan maguire <alan.maguire@hotmail.co.uk>
Subject: FW: DISC/25/0037 Horsham YMCA Football Club

Good Afternoon Alan

RE: DISC/25/0037 Horsham YMCA Football Club

Please can you provide the information as requested in the email below.

If I have not heard from you by midday Wednesday 11 June (2 days), with the information requested or providing a date for its submission, the application will be determined under the Council's delegated powers and is likely to be refused.

Kind regards

Amanda

Amanda Wilkes
Senior Planning Officer (Monday-Wednesday)

Telephone: 01403 215521
Email: Amanda.Wilkes@horsham.gov.uk

Horsham District Council

Horsham District Council, Albery House, Springfield Road, Horsham, West Sussex RH12 2GB
Telephone: 01403 215100 (calls may be recorded) www.horsham.gov.uk Chief Executive: Jane Eaton

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Communications received after 5pm will be regarded as being served on the next working day.
Please contact us in advance if your email, including any attachments, is going to exceed 30MB.

From: Amanda.Wilkes
Sent: 28 May 2025 15:34
To: alan maguire <alan.maguire@hotmail.co.uk>
Subject: DISC/25/0037 Horsham YMCA Football Club

Good Afternoon

RE: DISC/25/0037 Horsham YMCA Football Club

Given the amount of interest that the application has previously had, please can you provide some additional information regarding the proposed Management Plan in relation to the Discharge of Condition 4.

Please can you confirm the following:

1. How the users of the car park are being recorded and what user details are being recorded? Will this include names, addresses, emails, and telephone numbers?
2. How long the permits run for and whether the permit holders are allocated to a specific bay?
3. Is a terms and conditions cover letter provided along with the permit when they are allocated to permit holders?
4. Please supply a copy of terms and conditions of use as we have not been provided any information relating to this.
5. Please advise how the car park is being monitored- by whom, how many times a day, and whether it's monitored after 6pm (in order to check whether any permit holders overstay)?
6. Please advise how any breach of terms of use is being enforced. It is considered that paragraph 2.9 is not sufficiently detailed and more information is required to ensure that the process for enforcement of any breaches is sufficiently robust.
7. Please advise what happens if there are repeated breaches? Will anyone get clamped, or their pass revoked?

Kind regards

Amanda

Amand Wilkes
a
Senior Planning Officer (Monday-Wednesday)

Telephone: 01403 215521
Email: Amanda.Wilkes@horsham.gov.uk



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