

Butts Green Working Party (Report 2)

Options appraisal regarding parking on Butts Green

1. Introduction

Butts Green Working Party have undertaken an options appraisal to help make an informed unbiased decision on how to carry out our duties to protect the Green whilst deliver possible parking on Butts Green.

We have spoken with stakeholders in the earlier stages of the working party and have now used this knowledge to consider the advantages and disadvantages of a number of different options, including how parking is currently provided.

The options appraisal helped to answer key questions; are there better ways to achieve our obligations, alternative ways to use the resources available to us and finally, what is the best way to achieve our desired outcomes. It does not however necessarily resolve all of the questions.

What this options appraisal did achieve was to allow a number of different possible parking options on Butts Green to be explored and evaluated against a set of agreed criteria, leading to the selection of the preferred option.

2. Option appraisal process

Several important activities were undertaken:

- Listening and exploring expectations in the early phases of this work help to develop a long list of options
- Analysis of the context in which Butts Green is expected to provide some space for cars to park on the green
- Development of an evaluation criteria and weighting
- Agreeing non-negotiable requirements
- Creating a short list of options and exploring these in more detail
- Evaluation of the shortlisted options against the criteria
- Identifying the preferred option (s) for further investigation

3. Evaluation criteria and weighting

The table below sets out the criteria which we felt were important tests when considering the options regarding possible parking on Butts Green:

Criteria	Description	Weight (out of 5)
1. Follows Village Green Policy	Option is compliant with all aspects of the Village Greens policy.	5
2. Is legal	Option is lawful or lawful authority has been granted? i.e: Temporary use of a limited area of a Green for informal car parking in connection with recreational activities only, should be allowed. Recreational activities means walkers, the attendance of functions at the school or hall as classic examples. It does not mean casual parking for whatever reason.	5
3. Protects the green	Continues to allow vegetation to grow and regenerate	4
4. Prioritises the purpose of the green	Does not interrupt the use and enjoyment of the green as a place of exercise and recreation	4
5. Improves quality of experience	Makes better the facility currently available at Butts Green. Fulfils our community's need	3
6. Improves safety for pedestrians	Reduces risks and hazards. Helps keep safe children and vulnerable adults	5
7. Improves safety for drivers	Reduces risks and hazards.	3
8. Is affordable?	Can sufficient funds be available in a timely way, allowing for competitive quotes	5
9. Is deliverable in a reasonable timescale	Are the proposals deliverable within 6 months of approval?	4
10. Allows Lockerley Parish Council to manage any parking and maintain and preserve Butts Green	Enables easy management of areas that are parked on, minimises maintenance costs and provides easy management if any damaged occurs by restricting access	5

A weighting for was given after the criteria had been drafted and reflected the importance of each criteria. This was scored out of 5, with 5 being the most important and 0 being the least important. This criteria and weighting was then applied to evaluate each of the shortlisted options.

11. Non - negotiable requirements

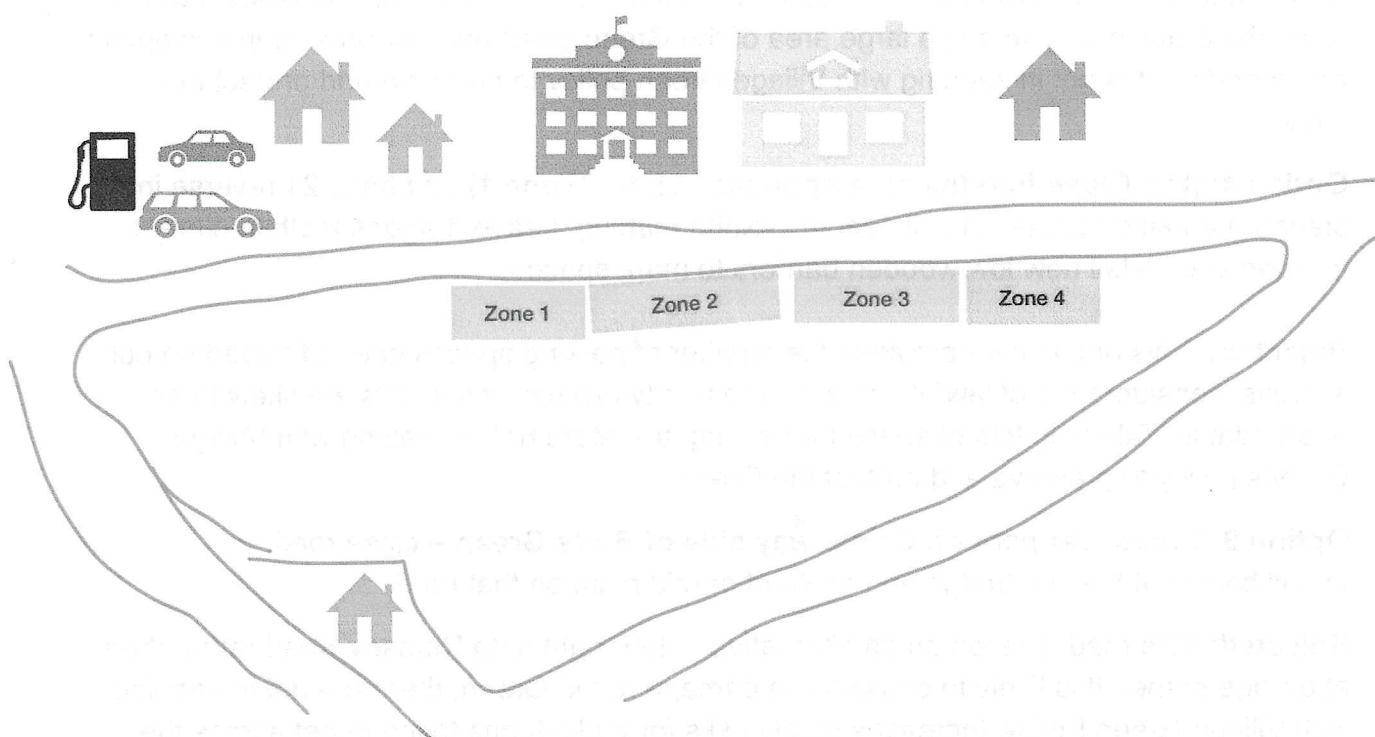
As our discussion progressed it was clear that the following requirements should be built into any option for the Parish Council to be able to fulfil its duties to protect Butts Green for the enjoyment of all:

- Casual parking for any reason should not be accommodated
- We should minimise the risk of the unlawful use of the Green by only providing capacity to allow temporary use of a limited area of the Green for informal car parking in connection to recreational activities

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- We recognise that the attendance of functions at the Lockerley Primary School or Memorial Hall could be a lawful reason for temporary use for informal parking, but there should not be an expectation that the area on Butts Green is an unlimited [overspill] car park for any reason for their purposes
- The Lockerley Motors garage will not be allowed to use any of Butts Green informal parking area for business purposes
- It has been confirmed that the land outside the Memorial Home is owned by a family Trust and therefore not available for our use
- That whilst we have explored access to the BT car park, we have been unable to establish any dialogue with them and so assume that this space is not likely to become available within a reasonable timescale
- Lockerley Parish Council must be able to retain control over all informal parking areas at Butts Green, therefore lockable parking posts, the dragons teeth and the lockable gates must be built into any option selected.

12. Diagram of Butts Green



The area for temporary parking prior to the start of this project has been zoned 1 to 4 to allow for an easier description of possible parking options.

13. Long list to short list

On 11th November 2024, Butts Green Working Party undertook to review a long list of options (see appendix 1) and reduce these options to a short list. The following options and the reasons why they were rejected in this process:

Option 1: Do Nothing

Rejected: The level of risk would remain too high. This option is not in keeping with our Village Green policy and does not preserve and protect the Green. Does not improve the quality of experience

Option 3: Redo 2020 plan for 32 parking spaces, add additional Golpha Matting and move the dragon's teeth to immediately behind the Golpha Matting

Rejected: This solution over provides the number of parking spaces needed based on our surveys, consideration of lawful use and community discussions. The cost to deliver this solution has been prohibitive before and is likely to be unaffordable at today's prices.

Lockerley Parish Council have already previously spent £16k on Dragons teeth in 2020 (which will need to be relocated immediately behind the parking area). The option does not solve the problems. There is a large area of the Green given over for parking in this option and therefore it is not in keeping with Village Green policy to preserve and protect the Green

Option 4: (D4) Close flooded area opposite school (Zone 1) and have 21 reverse into standard parking spaces. Install deeper Golpha matting. Leave dragons teeth in current location and install new low wooden barriers to mark spaces

Rejected: This option over provides the number of parking spaces needed based on our surveys, consideration of lawful use and community discussions. Costs are likely to be unaffordable. Takes up lots of space for parking, therefore not in keeping with Village Greens policy to preserve and protect the Green

Option 9: Create car park on Clems way side of Butts Green – close road.
Install barrier at the Dunbridge end of Road or mid point on that road

Rejected: This road is relied on as alternative to turn right onto Romsey Road rather than at garage corner. It is likely to cause more damage to the Green, therefore not in keeping with Village Green Policy. Increases safety risks for pedestrians trying to get across the Green to visit the School or Memorial Hall. It may introduce new risks associated with abandoned cars, encampments etc. Likely not to be able to deliver this in 6 months as HCC Highways would need to approve change of use of AW4 (Secondary Distribution Route)

Option 10: Provide insurance cover and contribute to the upkeep and use Village Hall parking only. Designate the Trust owned land outside the Memorial Hall as drop off only for School and Village

Rejected: Whilst there were merits in this partnership option it was felt that the timing for both parties to prioritise this arrangement was not right at this moment and therefore this would not be a deliverable option in a 6 month window.

This review left 5 short listed options. Option 2,5,6,7 and 8.

14. Short list evaluation

At our meeting on 2nd December 2024 we used the evaluation criteria provided in section 3 above and examined each remaining option. Each option was tested against each criteria using a scoring process out of 5, 5 being the highest and 0 being the lowest. Once scored the weighting was applied and the following scores and ranking were attained:

No.	Options	Total	Weighted total	Ranking based on score
2	No Parking	38.5	169.5	1
5	Close flooded area (Zone 1) opposite school and have 15 reverse into wide parking spaces (includes disabled spaces). Install Golpha Matting and bring forward dragons teeth. BGWP ref:(D2)	32	137	5
6	Close 2 areas, the flooded area opposite school and area opposite entrance to the Memorial Hall (Zone 1 and 2). Create 12/13 reverse into parking spaces including one disabled space. Install deeper Golpha Matting. Move dragons teeth to behind the matting. BGWP ref:(D1)	36	155	4

7	Close 3 areas, the flooded area opposite school and area opposite entrance to the Memorial Hall and the area outside Oakley House (Zone 1,2 and 4). Create 8-9 reverse into standard spaces in Zone 3. Install deeper Golpha Matting and move dragons teeth behind the matting. BGWP ref:(D3)	37.5	163.5	2
8	Close 2 areas, the flooded area opposite school and the area outside Oakley House (Zone 1 and 4). Create 8-9 reverse into parking spaces (Zone 3). Install wider Golpha matting and bring dragons teeth forward, and create 5 -6 parallel parking spaces opposite the Memorial Hall entrance (Zone 2). Repair Golpha matting and bring forward dragons teeth.	37	159	3

The evaluation would place the following as the top three options:

- 14.1 **Option 2: No parking.** This is likely to be the top option as it protects the Green entirely and is most affordable but we recognise that would reduce the availability for anyone who would want to use Butts Green for recreational purposes and would encourage nuisance parking elsewhere, lessening the quality of experience for all.
- 14.2 **Option 7: Closing zones 1,2 and 4 and creating 8-9 reverse parking spaces**
- 14.3 **Option 8: Closing zone 1 and 4 creating 8-9 reverse parking spaces and 5-6 parallel parking spaces**

The working party then went on to explore the affordability question as all the options had been evaluated using Golpha matting as the surface of choice as a solution.

15. Surface options and affordability

To test affordability a quote was received from Geosynthetics to supply Golpha matting to an area of 200m². Depending on the type of vehicles we would want to cater for the quote ranged from £3422.45 (ex VAT) per 200m² to £8001.96 (ex VAT) per 200m². This does not include all the ground works that would be needed for the installation of the Golpha matting itself.

In consultation with a groundworks company, G.R. Middleton an alternative surface solution, which is likely to be substantially cheaper than using Golpha matting has been proposed. Hoggins, a mixture of gravel, sand and clay that binds firmly together when compacted, yet allows water to drain through it. This would be laid on a subbase of road plainings. A quote for this option is being provided.

Maintenance post installation should also be a consideration and the Hoggins surface is likely to be easier to repair and maintain.

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We might also be able to achieve some economies of scale if we consider contracting the already commissioned work to repair zone 1, the outstanding work to repair Lockerley Green perimeter road and the Butts Green area for temporary parking.

With the potential of being able to make this project affordable we have run the option appraisal evaluation again, removing the affordability scores with the following effects on the scores and ranking:

No.	Options	Total	Weighted total	Ranking based on score
2	No Parking	38.5	145	3
5	(D2) Close flooded area (Zone 1) opposite school and have 15 reverse into wide parking spaces (includes disabled spaces). Install Golpha Matting and bring forward dragons teeth.	31	132	5
6	(D1) Close 2 areas, the flooded area opposite school and area opposite entrance to the Memorial Hall (Zone 1 and 2). Create 12/13 reverse into parking spaces including one disabled space. Install deeper Golpha Matting. Move dragons teeth to behind the matting.	34	145	3
7	(D3) Close 3 areas, the flooded area opposite school and area opposite entrance to the Memorial Hall and the area outside Oakley House (Zone 1,2 and 4). Create 8-9 reverse into standard spaces. Install deeper Golpha Matting and move dragons teeth behind the matting.	34.5	149	1
8	Close 2 areas, the flooded area opposite school and the area outside Oakley House (Zone 1 and 4). Create 8-9 reverse into parking spaces (Zone 3). Install wider Golpha matting and bring dragons teeth forward, and create 5 -6 parallel parking spaces opposite the Memorial Hall entrance (Zone 2). Repair Golpha matting and bring forward dragons teeth.	34.5	147	2

16. Preferred option(s)

Without the affordability criteria the top options remain:

16.1 **Option 7: Closing zones 1,2 and 4 and creating 8-9 reverse parking spaces**

16.2 **Option 8: Closing zone 1 and 4 creating 8-9 reverse parking spaces and 5 -6 parallel parking spaces**

17. Conclusion

Whilst we believe Option 7 would be the best solution for Lockerley Parish Council as 8-9 spaces allows plenty of temporary parking for the purposes of recreational use of Butts Green and will be easy to manage, this option would likely displace cars and increase the risks on the highway between Butts Green and the school and Memorial Hall.

We believe that Lockerley Primary School could consider using its own resources, the Memorial Hall and HCC resources to mitigate the traffic and parking issues it experiences, and we would be keen to explore and help further with these ideas.

For both the Memorial Hall and Lockerley Primary School we would have a procedure for receiving requests to extend parking further onto the green for specific events

Lockerley Garage is undertaking a redesign of its operations to ensure that their cars can be accommodated on their own forecourt and not use Butts Green for business purposes. We will continue to review and monitor progress.

The actions to apply for 20mph speed restrictions and the acquisition of a Speed indicator device will also improve the safety concerns raised by residents.

Our preferred option therefore would be Option 8, where Zone 2 and 3 are designed to provide up to 13 - 15 spaces for temporary parking

18. Recommendations

18.1 The preferred Option 8, where Zone 2 and 3 are designed to provide up to 13 - 15 spaces for temporary parking is worked up into a complete scheme and the non-negotiable requirements need to be included in this design.

18.2 A service specification to be drafted for option 8 and quotes aligned to said service specification to be attained.

18.3 Any unlawful use of any temporary parking we provide must be actively managed

18.4 Further partnership working with Lockerley Primary School and the Memorial Hall Trustees should be progressed

Appendix one: Long List of Options

Options
1. Do Nothing
2. No Parking Option
3. Redo 2020 plan for 32 parking spaces, add additional Golpha Matting and move dragons teeth to immediately behind Golpha Matting
4. (D4) Close flooded area opposite school and have 21 reverse into standard parking spaces. Install deeper Golpha matting. Leave dragons teeth in current location and install new low wooden barriers to mark spaces
5. (D2) Close flooded area opposite school and have 15 reverse into wide parking spaces (includes disabled spaces). Install Golpha Matting and bring forward dragons teeth. Designate land outside the Memorial Hall as drop off only for School and Village Hall.
6. (D1) Close 2 areas, the flooded area opposite school and area opposite entrance to the Memorial Hall. Create 12/13 reverse into parking spaces including one disabled space. Install deeper Golpha Matting. Move dragons teeth to behind the matting. Designate land outside the Memorial Hall as drop off only for School and Village Hall.
7. (D3) Close 3 areas, the flooded area opposite school and area opposite entrance to the Memorial Hall and the area outside Oakley House. Create 8-9 reverse into standard spaces. Install deeper Golpha Matting and move dragons teeth behind the matting. No specification

for land outside
8. Close 2 areas, the flooded area opposite school and the area outside Oakley House. Create 8-9 reverse into parking spaces. Install wider Golpha matting and bring dragons teeth forward, and create 5 -6 parallel parking spaces opposite the Memorial Hall entrance. Repair Golpha matting and bring forward dragons teeth. Designate land outside the Memorial Hall as drop off only for School and Village Hall.
9. Create car park on Clems way side of Butts Green – close road. Install barrier at Dunbridge end of Road or mid point on that road
10. Provide insurance cover and contribute to the upkeep and use Village Hall parking only. Designate land outside the Memorial Hall as drop off only for School and Village Hall

Butts Green Working Party Action Plan – Progress Report January 2025

	Action	Lead	Progress 5 January 2025	Status
Recommendation A: Decommission Zone 1 as car parking space	- Take down interim emergency safety fencing and replace protection by moving Dragons Teeth forward to prevent vehicles entering that area. - Reinstate the Green by levelling with soil and reseedling or turfing the area	Peter	- The temporary fencing has been removed and dragons teeth moved forward - The ground work to reinstate the damaged Green is planned for end of January	Complete
	Authorise the working party up to £1500 to complete this work		Quote was received within the budget limits. £675 to move Dragons Teeth and £1020.00 for the grounds work (£600 of which was top soil)	Complete
Recommendation C: Progress an options appraisal at our open meetings Request quotes for these options so we can test affordability	- Define evaluation criteria - Conduct options appraisal scoring - Explore alternative surface options to Golpha matting	Jo	The evaluation criteria and option appraisal has been completed for LPC on 13/01/2025	Complete
	- Customer and community railway fund – application - Meet with the School Head and lead Governor and Memorial Hall Trustees to explore optimising all space around Butts Green before using parts of the Green to park.	Peter	- Quotes for Golpha matting and alternative surfaces are being progressed. - Application to this fund is not appropriate but the fund is being asked to support the playground instead.	In progress
		Jo	E mail sent to the Head of Lockerley School and Memorial Hall Trustees to request a meeting	In progress
Recommendation D and E: Apply for a 20MPH speed limit to be used around Butts Green	Review the 20MPH application criteria	Jo	There are four criteria. Two which we are able to meet, the other two we need more evidence, firstly speed readings (we could pay HCC to do this if SID not operation yet) and secondly we need to	In progress

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£175 charge to cover the technical assessment was agreed.			demonstrate support by out community for this proposal.	In progress
LPC to progress SID project	- Chase SID progress - SID criteria and location recommendations	Kevin GD Kevin B	- Scheme site assessment fee to progress SID deployment has been paid. - Feasibility and location report provided by KB	Complete
Recommendation G: We strengthen our Village Green Policy by adding a section on car parking, explaining the lawful use of our facilities and limiting the size of vehicles that can park at Butts Green	- Review and draft amendments to village green policy - Seek approval at LPC meeting in January	Peter	Amendments ready for approval on 3/01/2025	Complete
We develop an escalation procedure as an appendix to our Policy setting out steps and reasonable timescales for enforcement actions to be taken	Draft escalation procedure and seek approval at LPC in January 2025	Jo/Kevin GB	Separate policy drafted and submitted for approval	Complete
Recommendation H: Our Annual Greens Survey is undertaken before the end of December 2024 by parish council members	- Create a survey checklist - Undertake a pilot survey using the checklist for Butts Green - Present findings and the tool to LPC in January 2025 for adoption	Kevin B	- Draft assessment checklist has been developed and piloted on Butts Green. - Recommendations for improvements on Butts Green have been logged - Assessment tool and recommendations submitted to LPC for 13/01/2025	Complete
				In progress