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Staff permit terms and conditions

Last Modified August 17, 2022



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Car Parking charges increase on May 1st, 2022. The Council has agreed that any existing or new staff permit holders can renew/pay for their permit for the year 2022/2023 in accordance with the existing fee payable for the year 2021/2022. This is subject to subscribing to the staff parking scheme for the full 12 month period in accordance with the standard payment terms. If the individual staff permit holder chooses to cancel the staff permit within the 12 month period from May 1st 2022, they will be charged the incremental increase for the 2022/2023 year, for the months that they held the permit. The Council will at its absolute discretion consider any exceptions to this, including but not limited to serious illness, pregnancy, or leaving the employment of the authority

Staff permit 1

The following car parks can be used with this permit:

All Year.

- Banks Street (behind the dashed yellow line, in a car bay)
- Bloomfield Road
- Gorton Street
- Foxhall Village

This facility is subject to the conditions of parking displayed as in the car parks and may only be used by the permit holder in person. We would advise you to check for signage instructing of these conditions.

If you change your vehicle or use a different vehicle at any time you must log into your account to inform us of the change.

Vehicles must be parked in properly marked out bays and on no account are permit holders to park in reserved bays, coach bays, or bays marked disabled.

The council accepts no responsibility for any loss or damage to any property howsoever such loss or damage may be caused.

This permit does not guarantee a reserved space on your preferred car park and parking services reserve the right to close a car park at any time.

Correctly issued PCNs will be enforced.

VAT No.155 8208 57

Staff permit 2

The following car parks can be used with this permit:

- High season – Banks Street (all car bays), Bloomfield Road.
- Low season – Banks Street (all car bays), Bloomfield Road, Bonny Street, Central, Chapel Street , Cocker Street, Cocker Square, Gynn Square, Lonsdale Road, Lytham Road, Seaside Way, South Beach, South, and South King Street.

Please see [operational dates for details](#).

This facility is subject to the conditions of parking displayed as in the car parks and may only be used by the permit holder in person. We would advise you to check for signage instructing of these conditions.

If you change your vehicle or use a different vehicle at any time you must log into your account to inform us of the change.

Vehicles must be parked in properly marked out bays and on no account are permit holders to park in reserved bays, coach bays, or bays marked disabled.

The council accepts no responsibility for any loss or damage to any property howsoever such loss or damage may be caused.

This permit does not guarantee a reserved space on your preferred car park and parking services reserve the right to close a car park at any time.

Correctly issued PCNs will be enforced.

VAT No. 155 8208 57

Staff permit 3

The following car parks can be used with this permit:

- Banks Street (all car bays)
- Bloomfield Road
- Bonny Street
- Central
- Chapel Street
- Cocker Street
- Cocker Square
- Foxhall Village
- Gorton Street
- Gynn Square
- Lonsdale Road
- Lytham Road
- Queen Street
- Seaside Way
- South Beach
- South
- South King Street

This facility is subject to the conditions of parking displayed as in the car parks and may only be used by the permit holder in person. We would advise you to check for signage instructing of these conditions.

If you change your vehicle or use a different vehicle at any time you must log into your account to inform us of the change.

Vehicles must be parked in properly marked out bays and on no account are permit holders to park in reserved bays, coach bays, or bays marked disabled.

The council accepts no responsibility for any loss or damage to any property howsoever such loss or damage may be caused.

This permit does not guarantee a reserved space on your preferred car park and parking services reserve the right to close a car park at any time.

Correctly issued PCNs will be enforced.

VAT No. 155 8208 57

Staff permit 4 (Limited to current permit 4 holders only)

The following car parks can be used with this permit:

All Year.

West St Car Park (roof only)

Foxhall Village Car & Coach Park

Gorton Street Car Park

This facility is subject to the conditions of parking displayed as in the car parks and may only be used by the permit holder in person.

We would advise you to check for signage instructing of these conditions.

If you change your vehicle or use a different vehicle at any time you must log into your account to inform us of the change.

Vehicles must be parked in properly marked out bays and on no account are permit holders to park in reserved bays, disabled driver bays, electric vehicle charging bays, or coach bays.

The council accepts no responsibility for any loss or damage to any property howsoever such loss or damage may be caused.

This permit does not guarantee a reserved space on your preferred car park and parking services reserve the right to close a car park at any time.

Correctly issued PCNs will be enforced.

VAT No. 155 8208 57

Staff permit 5

Talbot road multi-storey car park.

Notice

During any government lockdown which results in Talbot Multi Storey car park being closed, please use East Topping St car park, there's no need to display any note as the civil enforcement officers will obtain your permit information when they scan your vehicle registration plate.

How it works

Automatic Number Plate Recognition (ANPR) is in use at this site. This allows much easier access to the site by means of video cameras reading your registration number at the entry and exit barriers.

Drive up to the barrier and stop level with the entry station machine as if you were going to present your access card to the machine. The camera will scan your registration plate, perform a look-up within the system database, and provided you are a legitimate user the barrier will raise to allow entry.

This process can take perhaps 5 seconds or longer to perform. Please be patient and give the system time to do its work.

If, after perhaps 20 seconds or so the barrier has still not raised to allow you in, present your access card to the reader in the usual way, do not press the green button to issue a chip-coin, if you do, you will be expected to pay in the usual way.

Instead, use the help button just below the speaker for assistance.

Check the condition of your vehicle registration plate often and keep it clean.

If the ANPR fails to recognise your vehicle registration plate, place your access card against the card reader to enter or exit the car park.

Take your access card with you when you leave your vehicle. Without it, you will not be able to re-enter the car park when you return.

Normal opening times: Monday to Sunday, 7.00am to 12.00 midnight.

Care should be taken to avoid losing your access card. Also, it has a digital chip and antenna within it, so do not punch a hole in it to place it on a key-ring, you will damage it.

If however your card should become lost or stolen please inform parking services 01253 476395. The card will be cancelled and logged

as invalid within the system. Subject to a £10 administration fee being paid, a replacement card will be issued.

Vehicles must be parked in properly marked bays and on no account are you to park in reserved bays or bays marked disabled.

For security reasons, the pedestrian access on Talbot Road closes at 6.30pm each day. Use the Deansgate entrance after this time.

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