**CAR PARKING POLICY**

The trustees of Dorchester Municipal Charities (DMC) recognise that there are limited parking facilities available at Napper’s House and Whetstones. In the interests of fairness and considering the demands on these spaces, it is the policy of the charity to allocate spaces as follows:

1. **Warden** - A permanent space is set aside for the resident Warden’s sole use
2. **Charity staff and trustees** may use the remaining parking spaces during the course of their duties.
3. **Visiting contractors and officials** (e.g. GP, nurse, carer, family carers at management discretion) may use the remaining spaces when undertaking charity business or visiting residents of either site
4. It may be necessary to allocate one space for officials’ sole use out of office hours
5. **Residents** of Napper’s House and Whetstones may use the remaining spaces in the evenings (after 6.00 pm), overnight (each space shall be vacated by 8.00 am the following day) and at weekends (Friday to Monday inclusive)
6. Residents are asked to provide proof of vehicle ownership and current valid car insurance before a parking permit is allocated
7. **Residents’ visitors** e.g. family and friends, are **not** permitted to park on-site. Pick-up and drop-off is allowed. They may use local on-street parking facilities and car parks, all within walking distance. Further information is available from the General Manager or Warden
8. A **valid parking permit** or indication of the nature of officials’ professional business must be displayed at all times
9. **Parking** is on afirst come, first served basis and must be within a designated parking space
10. There is no charge for parking at DMC
11. Anyone with permission to park on-site may park at either Napper’s or Whetstones sites
12. It may be necessary to place lockable parking posts in parking spaces to prevent misuse
13. Permission to park on charity premises will be withdrawn if the Car Parking Policy is not followed.

**BIBLIOGRAPHY**

Dorchester Municipal Charities, *Board of Trustees, Minutes of the Meeting,* July 2016 & November 2017, October 2020