

**MINUTES OF AN EMERGENCY MEETING OF
THE MERRY BELLS TRUSTEES
ON 20TH OCTOBER 2025 at 2PM
HELD IN THE COFFEE ROOM**

Present: Mr T. Blightman Mrs J. Slade
 Mr I. Germain Mrs F. Fox
 Dr. J. Guy Mr I. McGregor
 Mr J. Morrison Mr A. Coates
 Mr R. Barrett

An emergency meeting was called after it became apparent that a number of warning notices about parking in The Merry Bells Car Park had been sent out to people parking for less than 2 hours.

This followed the introduction of the ANPR system being managed by UK CPM on the Trustees behalf on 6th October. For the first 7 days warning notices were supposed to be sent to anybody parking for more than 2 hours in the car park who hadn't registered and following that period Penalty Charge Notices would be issued. Something had gone wrong.

The meeting discussed the situation.

It was unknown how many warnings had been sent but at this time no PCNs were known to have been sent erroneously, although there is a lag effect.

It had caused a great deal of consternation in the village and potentially seriously damaged the reputation of The Merry Bells

Some businesses in the village were reporting a loss of business since the introduction of the system.

It was viewed to be a breach of contract by UK CPM. Under the terms of the contract, the management company should be given 28 days to rectify the situation, otherwise cancellation would incur a cost to the Merry Bells of £4,600.

Confidence in the management company, which had never been strong during protracted negotiations, was very low. No response had been received to emails about the situation which had been sent 2 days before the meeting (albeit at a weekend)

The need for enforcement of the car park rules had not changed.

2 possible courses of action were put forward:

- Cancel the contract immediately and incur £4,600 cost, and then begin negotiations with a different supplier
- Serve the 28 day notice on UK CPM to rectify the issue and continue to work with them.

A vote was taken with 5 in favour of the first course of action and 4 in favour of the second.

As a consequence of the vote, 2 Trustees announced their intention to resign.

RE-CONVENING OF THE MEETING ON FRIDAY 24TH OCTOBER at 11.30am

Before any action had been taken on the above vote, communication was received on Tuesday 21st October from UK CPM, acknowledging there had been a mistake by one of their operatives, that it had been corrected and the system was now running as it should.

This new information led the Trustees to pause and review their position by re-convening the meeting, which was attended by

Mr T. Blightman	Mrs J. Slade	Mr I. Germain
Mrs F. Fox	Dr. J. Guy	Mr J. Morrison
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By the time of the meeting, it had become apparent that PCNs had now also been issued erroneously, causing further upset in the village.

UK CPM had also said all PCNs issued in error had “ been fully written off on our system, so there is no charge to pay. The individual will not receive any further correspondence regarding this notice. A statement will be issued to confirm that no charge is payable for any notices incorrectly sent, so all affected parties have full clarity and reassurance.”

In view of this corrective action, some Trustees felt more positively about the management company.

Further information had suggested the local businesses who had reported a slow down since the introduction of the system may have misread a seasonal trend.

It was noted that a lot of the anger in the village was about the 2 hour restriction, when many thought 3 hours would be better.

It was therefore thought that rather than cancel the contract and incur the cost a better course of action would be to continue to work with UK CPM , but serve them the 28 day notice to put right all that had gone wrong and to negotiate with them to change the time period from 2 to 3 hours.

A vote was taken with 6 of the 8 Trustees present in favour of that course of action and so it was carried.

One of the Trustees who had previously stated an intention to resign as a result of the first vote now rescinded that decision. Ian McGregor has resigned as a Trustee.

It was decided that all future handling of any car park matter be handled by Messrs Barrett and Germain.

The meeting closed at 12.30pm.