

Parking Permit

Terms & Conditions

Updated 2024

Oadby & Wigston | Our borough -
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Parking Permit Information

A variety of parking permits are available to purchase, please see the table below. Whilst a parking space cannot be guaranteed, a parking permit offers substantial savings for regular car park users and the convenience of not having to find change for the pay and display machines each time you visit.

Location	Permitted Car Parks	Permit Reference	Permit length	Borough Resident	Non resident
All car parks	All town centre or countryside & leisure car parks (see list below)	A	12 months	£150	£300
			6 months	£75	£150
All town centre car parks in Oadby, Wigston & South Wigston	All town centre car parks (see list below)	B	12 months	£100	£200
			6 months	£50	£100
Oadby town centre car parks only	All Oadby town centre car parks only (see list below)	C	12 months	£50	£100
			6 months	£25	£50
Wigston and South Wigston town centre car parks only	All Wigston and South Wigston car parks only (see list below)	D	12 months	£50	£100
			6 months	£25	£50
Leisure car parks only	Allows parking at Parklands Leisure Centre, Brocks Hill Country Park and Wigston Pool	E	12 months	£50	£100
			6 months	£25	£50
School Run Permit	Allows parking in Countesthorpe Road car park only, term time Monday to Friday before 9.30am and between 2.30pm and 4pm	F	12 months	£20	£20

Town Centre Car Parks	Countryside & Leisure Car Parks
<p>Oadby:</p> <ul style="list-style-type: none"> • East Street Car Park • Ellis Park Car Park • Sandhurst Street Car Park <p>Wigston</p> <ul style="list-style-type: none"> • Aylestone Lane Car Park, • Frederick Street Car Park • Junction Road Car Park • Paddock Street Car Park • Spring Lane Car Park <p>South Wigston</p> <ul style="list-style-type: none"> • Countesthorpe Road Car Park • Kirkdale Road Car Park • Station Street Car Park 	<ul style="list-style-type: none"> • Parklands Leisure Centre, Oadby • Brocks Hill Country Park, Oadby • Wigston Pool and Gym, Wigston

Terms & Conditions of issue:

This section explains the Parking Permit Scheme in more detail. After completing your application please keep this information safe.

- You can register more than one vehicle on a single permit but only one of these vehicles can be parked in our car parks at any one time - this is the 'Active' vehicle. It is your responsibility to ensure that the 'Active' vehicle registration on your account is updated to match the vehicle at the time of parking, otherwise a Penalty Charge Notice may be issued. A digital parking permit only covers one vehicle at any given time therefore, If you wish to park two or more vehicles in our car parks at the same time, or do not wish to keep changing the vehicle registration on your account, you will need to purchase a permit for each vehicle.
- More than one vehicle may be registered against a single digital permit but the permit only covers one vehicle being parked at any one time. The digital permit may be used against any vehicle so long as the vehicle is registered to your address* and your account shows the correct vehicle registration for the vehicle at the time of parking. It is your responsibility to ensure that the vehicle registration on your account is updated to match the vehicle at the time of parking, otherwise a Penalty Charge Notice will be issued.

- On some rare occasions we may issue a paper permit. If you are issued with a paper permit you must ensure that the permit is clearly displayed in the front windscreen of the vehicle you are using so that all details are clearly visible throughout the period the vehicle is parked. If you forget your paper permit, a valid pay and display ticket must be purchased. Paper permits are not transferable between vehicles.
- The permit is only valid in the car parks listed at the time of application.
- Permits do not guarantee a parking space.
- The vehicle must be parked within a single marked parking bay.
- All parking rules for the location in which you are parked apply to permit holders (see car park sign board for details). The permit does not allow the holder to park in areas where parking is prohibited or for longer than the permitted stay for that car park.
- The permit remains the property of Oadby and Wigston Borough Council and may be withdrawn for making a false statement or declaration at the time of application, or for misusing the permit. A letter will be sent to the permit holder confirming withdrawal of the permit.
- Parking locations are regularly inspected throughout the day. A Penalty Charge Notice (PCN) will be served to any vehicle failing to display and/or purchase (as applicable) a valid pay and display ticket, paper parking permit, digital permit or voucher, or in any other way contravening the regulations displayed in the car park.
- Oadby and Wigston Borough Council reserves the right to change the specified car parks and provide alternative arrangements as / if necessary.
- Refunds are only available if a permit has more than three full months to run and will be made for full months only minus an administration fee.
- Oadby and Wigston Borough Council does not accept liability for loss from, or damage to, any motor vehicle using our car parks, however caused.

* Evidence will be required which shows the vehicle registration and home address on the same document. This can be the front cover of the V5 Vehicle Registration document, a bill of sale, a lease or hire agreement or car insurance document (if address shown).

Contact

Corporate Assets, Oadby and Wigston Borough Council, Council Offices, Station Road, Wigston, Leicestershire LE18 2DR Tel 0116 2888961 E-mail: corporateassets@oadby-wigston.gov.uk

Parking Permit Application - Data Protection Privacy Notice

Oadby and Wigston Borough Council is a Data Controller and the Data Protection Officer can be contacted at the above address.

We are collecting your personal data in order to process your application for a Parking Permit. This data is processed under a contract with you.

Your data will be shared with third parties in order to process card and telephone payments. This includes MiPermit, Chipside, our card processor and Leicestershire County Council. Your data may be used for Council purposes in order to prevent or detect crime, to protect public funds or where we are required or permitted to share data under other legislation.

The information on this form will be kept for up to six years and then securely destroyed.

You have the right to access your data and rectify any mistakes, erase, restrict, object or move your data in certain circumstances. Please contact the Data Protection Officer for further information or go to our website where your rights are explained in more detail. If you would like to receive an explanation of your rights in paper format please contact the Data Protection Officer.

Any complaints regarding your data should be addressed to the Data Protection Officer in the first instance. If the matter is not resolved you can contact the Commissioner's Office at: Wycliffe House, Water Lane, Wilmslow, Cheshire SK9 5AF Tel: 0303 123 1113

For further information on our Data Protection Policies visit our website at www.oadby-wigston.gov.uk

If you do not provide the information requested we cannot process your application for a Parking Permit.