Lancaster City Council

Promenade Permits

APPLICATION PACK (B)
Disabled Angler Permit - Promenade Access

PACK INCLUDES:
General Information
Code of Conduct
Application Form
Stone Jetty Parking Zone
Data Protection Notes

Please return the Application Form ONLY.
All other information is for your own records.

Any queries in regard to this application pack should be emailed to: customerservices@lancaster.gov.uk
How to apply for your permit

When accessing Morecambe’s waterfront for a specific reason (i.e. launching a fishing vessel) a permit is required. This is obtainable from Lancaster City Council. You can apply for a permit in the following way:

BY POST
Please return applications with the required documentation to:

Promenade Permits, White Lund Depot, White Lund Road, Morecambe, LA3 3DT.

BY EMAIL*
You can email your completed application to: PublicRealm@lancaster.gov.uk

*Please note applications sent via email will need to contain a signature or it will not be accepted

IN PERSON
Completed applications can be dropped off at:

Morecambe or Lancaster Town Hall, Monday – Friday, 09:00 – 17:00

Ways to pay...
Where there is a charge for the required permit, we can accept payment in the following ways:

BY CHEQUE
Please make cheques payable to Lancaster City Council and enclose them with your application.

BY CREDIT or DEBIT CARD
Permits can also be paid for by credit or debit card by phoning 01524 582493, or if you would prefer to pay in person, you can do by calling in at Morecambe or Lancaster Town Hall with your completed documents.
## Annual Charges

NB: Charges may change without prior notice.

<table>
<thead>
<tr>
<th>Service</th>
<th>Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Launching Permit</td>
<td>Powered or non-powered craft</td>
<td>£24.00</td>
</tr>
<tr>
<td>Disabled Angler Permit</td>
<td>For use on Stone Jetty</td>
<td>£24.00</td>
</tr>
<tr>
<td></td>
<td>For use on Grosvenor Breakwater</td>
<td>£12.00</td>
</tr>
<tr>
<td>Mooring Application</td>
<td>All vessels</td>
<td>NO CHARGE</td>
</tr>
<tr>
<td>Stone Jetty Commercial Access</td>
<td>All commercial vessels</td>
<td>NO CHARGE</td>
</tr>
<tr>
<td>Quad Bike Slipway Permit</td>
<td>Commercial fishing ONLY</td>
<td>£79.00</td>
</tr>
<tr>
<td>Quad Bike Bond</td>
<td></td>
<td>£281.00</td>
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</tbody>
</table>
Code of Conduct

Permit holders must agree and abide by the following when accessing Morecambe Promenade and its waterfront.

Coastal users should:

• Be in possession of a valid permit, obtained from Lancaster City Council, allowing access to Morecambe’s promenade to launch a vessel/craft. The permit must be displayed in the front windshield of the towing vehicle.

• Keep slipways clear of obstruction at all times. Please be aware that no parking is permitted on the foreshore.

• Indemnify Lancaster City Council, its employees and agents against any and all actions, costs, losses, damages, injury, charges, claims, expenses and damage whatsoever arising directly or indirectly from the use of the foreshore, except damage and injury arising from the negligence from the council and that of all its employees and agents.

• Observe all statutory provisions, regulations and orders as well as notices or documents received pursuant to any such requirement provision, regulation or order.

• Under no circumstances deposit litter or any other waste (including fish, shellfish or bait) on the foreshore or any adjoining land.

• Be aware that there are limited parking spaces available on the promenade, therefore if occupied, parking should be sought elsewhere. Areas to park at The Stone Jetty have been marked on the enclosed map.

• Always check weather reports, allow someone to know what time you expect to be back and check all safety equipment.

• Only access the promenade during the hours of daylight.

NB: Permits can be revoked following non-adherence to any of the above conditions.
There is a speed limit of 10 mph and hazard lights must be in use while in motion on the promenade.

In the event of an emergency, dial 999 and ask for the coastguard.
Instructions:

To access the promenade’s disabled parking spaces when angling, a permit is required. Access is granted via The Stone Jetty and Grosvenor Breakwater. If planning to access The Stone Jetty a swipe card is also required. Both are obtainable from the council on completing and returning this application form along with all required documentation to:

Promenade Permits, White Lund Depot, White Lund Road, Morecambe, LA3 3DT.

NB: A new permit will need to be purchased once the vehicle registration has changed or related documentation expires.

This form is split into four colour-coded sections

- **a** Permit Selection
- **b** General Information
- **c** Swipe Card Application
- **d** General Declaration

Please Note:
All applicants must complete parts **a**, **b** and **d**. If applying in regard to The Stone Jetty part **c** must also be completed.

Items to be attached on submitting this form:

To enable us to process your application, it is essential we have the following items:

- 2x Passport sized photographs of applicant (45mm-35mm)
- All parts (a), (b), & (d) completed
- Photocopy of your BLUE BADGE (accurate and valid)
- Full payment

Payment

Please include the correct payment for the permit you require:

- Stone Jetty Access Permit £24.00
- Grosvenor Breakwater Access Permit £12.00
- Lost or Stolen Cards Charge £14.00
This form can be used to apply for, or renew your disabled angler access permit, granting permission to access the promenade via one entry point, either The Stone Jetty or Grosvenor Breakwater. The permit is strictly non-transferrable.

Please use BLOCK CAPITALS when completing this form. Use BLACK INK only.

### Important Notes

**Stone Jetty Users:**
- Permit holders should park in the centre of the jetty and not next to the railings.
- There is a speed limit of 10mph and hazard lights must be in use while in motion on the promenade.
- A swipe card is needed to access parking at this location.
- There is £24.00 charge for this permit. Access via: **Barrier opposite Northumberland Street**.

**Grosvenor Breakwater Users:**
- There are limited parking bays at this location, and if full, alternative parking should be found.
- No swipe card is needed to access parking at this location.
- There is a £12.00 charge for this permit. Access via: **Oakley Road**

Please choose your permit type: (✓)
(i) Stone Jetty Access Permit
(ii) Grosvenor Breakwater Access Permit

### Part A: Permit Selection

**DATE OF APPLICATION:**

Please (✓) the most appropriate:  This is a new application  This is a renewal

### Part B: General Information

1. Applicant’s details

   (a) Surname
   (b) Forename
   (c) Phone number
   (d) Postal address
   (e) Postcode
   (c) Email Address

I am a disabled angler (✓)  Blue Badge REF Number
2. Details of permitted vehicle

<table>
<thead>
<tr>
<th>(a) Vehicle registration number</th>
<th>(b) Colour</th>
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<table>
<thead>
<tr>
<th>(c) Manufacturer</th>
<th>(d) Model</th>
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Part C: Swipe Card Application

Stone Jetty Applicants Only

1. Ownership

<table>
<thead>
<tr>
<th>(a) I already own a swipe card to gain entry (8 digit no)</th>
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<tbody>
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<tr>
<th>(b) I do not own a swipe card and enclose the full payment to obtain one</th>
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Part D: General Declaration

5. Declaration

<table>
<thead>
<tr>
<th>(a) By completing this application, you agree with the following statements:</th>
</tr>
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<tbody>
<tr>
<td>I am registered disabled.</td>
</tr>
<tr>
<td>I have read and agree to abide with the conditions associated with this permit.</td>
</tr>
<tr>
<td>I certify that to the best of my knowledge, the above particulars are true.</td>
</tr>
<tr>
<td>I have read and agree to abide by the code of conduct.</td>
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<table>
<thead>
<tr>
<th>(b) Signed</th>
<th>(c) Date</th>
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<tr>
<td></td>
<td>D D M M Y Y Y</td>
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<table>
<thead>
<tr>
<th>(d) Print name</th>
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<tr>
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</table>

Please send your completed application and all required documentation to:

Promenade Permits, White Lund Depot, White Lund Road, Morecambe, LA3 3DT.

Any queries in relation to promenade permits should be sent to: PublicRealm@lancaster.gov.uk
Once on the Stone Jetty, permit holders should park in the centre of the jetty and not adjacent to the railings. The map below shows the correct parking zone.
Data Protection

Fraud:
It is an offence for any person knowingly to give false information for the purpose of obtaining a Promenade Permit. Lancaster City Council will prosecute anyone who commits permit fraud. Conviction will result in heavy penalties.

Data Protection:
The purpose of collecting all personal details listed in the previous form is for the City Council to process your application for a Promenade Permit. The City Council will store the details securely, confidentially within its ‘Community Engagement – Wellbeing’ team. Access to the information will be on a strictly need to know basis. This authority is under a duty to protect the public funds of its administers, and to this end may also use the information you have provided on this form for the prevention and detection of fraud.

Data Protection Act 1998:
The Data Protection Act 1998 is based on eight data protection principles that apply to the processing of all personal data including storing, retrieving, using and the disclosure of information.

To view Lancaster City Council’s Data Protection policy, please go to: www.lancaster.gov.uk

Equal Opportunities

Equal Opportunities:
It is the policy of the City Council to provide equal opportunities in the fields of issuing promenade permits irrespective of the race, colour, nationality or ethnic national origins, religion, sex, sexuality, marital status, age, social background or the disability of applicants.

More information on Equal Opportunities can be found at www.lancaster.gov.uk