
TITLE: POST OFFICE UPDATE

Committee: Asset Development Sub-Committee

Date: 13th October 2014

Author: Team Leader, Tourism and Town Centre Services

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1.0 ISSUE

1.1 To provide an update to Members on the current position of the Post Office sited in Newnham Street Car Park, Ely.

2.0 RECOMMENDATIONS

2.1 Members are requested to note this report.

3.0 BACKGROUND

3.1 The Post Office approached this Council to seek our assistance in finding temporary premises to locate a Post Office following its pending closure of its branch in High Street, Ely. Following site visits, Newnham Street Car Park was cited as the only available location suitable to accommodate the temporary post office. In order to provide a continuous post office service for Ely, a licence was drawn up to allow a temporary Post Office to operate from Newnham Street Car Park for an initial four month period running from 13th November 2013 to 12 March 2014.

3.2 Unfortunately the Post Office was unable to secure alternative premises and this resulted in them requesting an initial extension from the 13th to the 4th May 2014 and a further extension from 5th May 2014 until the 5th September 2014 so that the licence ran concurrently with the temporary planning permission. A Post Office representative attended this committee on 30th July 2014, detailing the difficulties they had been facing in locating new premises.

3.3 However, they reported that they were confident that suitable premises had now been found and that subject to a public consultation, they would be in a position to vacate our car park by December 2014. The Asset Development Sub Committee agreed to a further three month extension which runs until 5th December 2014.

4.0 CONCLUSIONS

4.1 The Post Office's public consultation has now closed and early indications are that they would be in a position to open in new premises in Market Street, Ely

by mid-November 2014 and therefore no further extensions will be requested.

- 4.2 In the event that a further extension is required, then the request may need to be considered on urgency grounds in consultation with the Chairman of the Sub Committee.

5.0 FINANCIAL IMPLICATIONS/EQUALITY IMPACT ASSESSMENT

- 5.1 If the Post Office occupies the site for the full length of the extended licence term and vacates Newnham Street Car Park by 5th December 2014, the total revenue received by the District Council will be £18,250. The Service Delivery Plan for Markets and Town Centre Services (including Tourism), to be considered by Regulatory and Support Services Committee in October 2014, includes a proposal to utilise part of this income to launch a pre-Christmas campaign to promote free car parking in the District. There is no requirement for an Equality Impact Assessment at this stage.

6.0 APPENDICES

- 6.1 None

Background Documents

Location

Contact Officer

Asset Development Sub
Committee, 30 July 2014-
10-02 Agenda Item 7

Oliver
Cromwell's
House

Tracey Harding,
Team Leader
Tourism and Town Centre Services