

AUDLEM
PARISH COUNCIL

Report Illegal Parking to Cheshire East Council.

Email: cllr.simon.cornwall@audlemparishcouncil.gov.uk

This document is a step-by-step guide on how to Report Illegal Parking

There are currently only two ways members of the public can report ongoing illegal parking to Cheshire East Council which is via the link below or via telephone. This is to request a civil enforcement officers look at issues on their patrols.

Without the community collectively taking ownership and reporting these issues, they will inevitably be overlooked and over time will lead to the downward spiral of added congestion to the local road network and damage to the infrastructure.

Note: Please NEVER put yourself in any danger to collect data and photos on our highways or footways.

REPORTING

Prior to reporting you will need the following:-

- Photos
- Location

Once you have the information to hand, use the link below:-

Link to the Portal: <https://www.cheshireeast.gov.uk/car-parks-and-parking/parking-regulations-enforcement/report-illegal-parking.aspx>

Or

Telephone: 0300 123 520

Step 1: After logging onto the Link, check whether it meets the requirements.

Report illegal parking

You can report ongoing illegal parking in areas where there are parking restrictions in place. We can only respond to an ongoing illegal parking issue, not to a specific incident or vehicle. Requests for enforcement will be looked at by our Civil Enforcement Officers as part of their patrols.

To report ongoing illegal parking complete the online form below. The form will take 5 minutes to complete.

[Report ongoing illegal parking >](#)

To find out how we use your information see our [privacy notice \(opens in a new window\)](#).

You can report the illegal parking online or you can call our parking team on 0300 123 5020.

To report illegal parking where there are no parking restrictions, phone the police on 101 or use the [operation park safe](#) page.

To report obstructive parking such as a pavement or junction, phone the police on 101 or use the [operation park safe](#) page.

For parking that may be causing a nuisance but is not illegal, see [nuisance parking](#).

What information to give us

Give as much information as you can about what type of illegal parking is taking place - for example, how often, how many vehicles, and what time of day it happens.

It is helpful if you give your name and contact details, in case we need more information.

What happens after you report illegal parking

We will send a Civil Enforcement Officer (CEO) to visit the location as soon as we can. Where we find evidence of ongoing illegal parking, our CEO team will track the situation and take action as needed.

You will not get a response from us to your report (unless we need more details), because we get a high number of illegal parking reports and cannot respond to each one.

Step 2: Tick appropriate box to which vehicle type and press continue

Report ongoing illegal parking

Vehicle details

Type of vehicle (select all that apply) *

Bus or coach

Car, van, or motorbike

Caravan

Heavy goods vehicle (HGV)

Other business vehicle

Other

Continue

Step 3: Tick the appropriate box and press continue

(Mostly going to be yes)

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Problem details

Is the parking preventing people or vehicles from passing safely? *

Yes

No

Description of the problem *

Continue

Step 4: Upload your Photos (Max 3) and press continue.

Report ongoing illegal parking

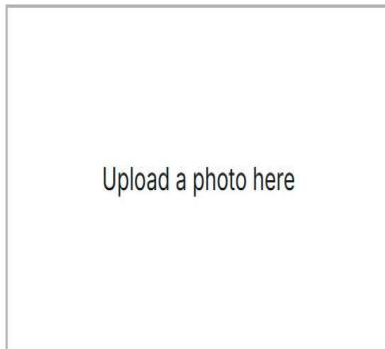
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Evidence (optional)

In order to send your attachments via email we need your combined attachments file size to be under 24 MB.

You have used: 0.0000/24 MB

Upload your evidence



Uploaded files will appear here

Files uploaded: 0 of 3

[Continue](#)

Step 5: Enter the location and Press enter

Ideally us 'What3words' as this pinpoints the area Link:

<https://what3words.com/partied.provoking.gifted>

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Location

Which town or village is the problem located in? *

Location of the problem *

Provide as much information as possible including full address and post code (if known).

Continue

Step 6: Enter your details and press continue.

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Your details

It is helpful if you give your name and contact details, in case we need more information.

Title (optional)

First name (optional)

Last name (optional)

Continue

Step 7: Enter your details, *(this is optional but without this you will not receive a response on any action completed)* and then press submit.

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Contact details

Email address (optional)

Phone number (optional)

Submit

If you have any issues, please do not hesitate to contact me.

Email: cllr.simon.cornwall@audlemparishcouncil.gov.uk