

45 Bury Mead Road, Hitchin

transport planning
Butler House,
177-178 Tottenham Court Road,
London,
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020 3848 9719

info@modetransport.co.uk

Highways Clarification Note

Client: Hitchin Mosque

Date: 15 July 2026

Prepared by: AW

Job No

328985

Approved by:

JW

1. Introduction

1.1 Background

- 1.1.1 This Highways Clarification Note (HCN) has been prepared by mode transport planning on behalf of Hitchin Mosque in support of planning application 25/02092/FP for the proposed change of use of 45 Bury Mead Road from offices (Use Class E(g)(i)) to a mosque (Use Class F1(f)).
- 1.1.2 The planning application has previously been supported by a Transport Statement (TS), Highways Response Note (HRN) and subsequent Highways Response Note Addendum (HRNA), which collectively assessed the transport and highway implications of the proposed development.
- 1.1.3 Following discussions with North Hertfordshire District Council (NHDC), a small number of outstanding matters have been identified relating to the operation of the on-site parking layout and the assessment of available parking within the surrounding highway network.
- 1.1.4 The purpose of this HCN is to provide additional information in respect of these remaining matters. It should be read alongside the previously submitted TS and HRNA, which continue to demonstrate that the proposed development would not result in an unacceptable impact on highway safety or severe residual cumulative impacts.

2. On-site Parking Operation

2.1 Overview

- 2.1.1 During discussions with NHDC, further clarification was requested regarding the operation of the proposed parking layout, including the use of the mortuary parking bay and manoeuvring into a number of the proposed parking spaces.

- 2.1.2 The parking layout has therefore been reviewed further, and additional swept path analysis has been undertaken to demonstrate the practical operation of the site under normal operating conditions.

2.2 Mortuary Bay

- 2.2.1 Bay 6 is proposed to be reserved for mortuary use and is not intended to form part of the day-to-day parking provision associated with the mosque.
- 2.2.2 The previous assessment assumed that only eight operational parking spaces would be available during periods when the mortuary bay is occupied and therefore did not rely upon this space when assessing parking demand.
- 2.2.3 The use of the mortuary bay is anticipated to be infrequent and managed by the mosque. Where the bay is occupied, visitor parking will be managed accordingly to ensure that the internal parking area continues to operate safely and efficiently.
- 2.2.4 The proposed parking provision should therefore be considered robust, with the layout capable of operating without reliance upon the mortuary bay.

2.3 Vehicle Tracking

- 2.3.1 Additional vehicle tracking has been undertaken to demonstrate manoeuvring into the parking spaces identified by NHDC.
- 2.3.2 The tracking confirms that vehicles are able to enter and leave the parking spaces safely, including where adjacent spaces are occupied. The assessment also demonstrates that sufficient space exists to enable drivers to enter and exit their vehicles without compromising the operation of the internal parking area. The updated vehicle tracking is included in [Appendix A](#).
- 2.3.3 Accordingly, the proposed parking layout is considered capable of operating safely and efficiently.

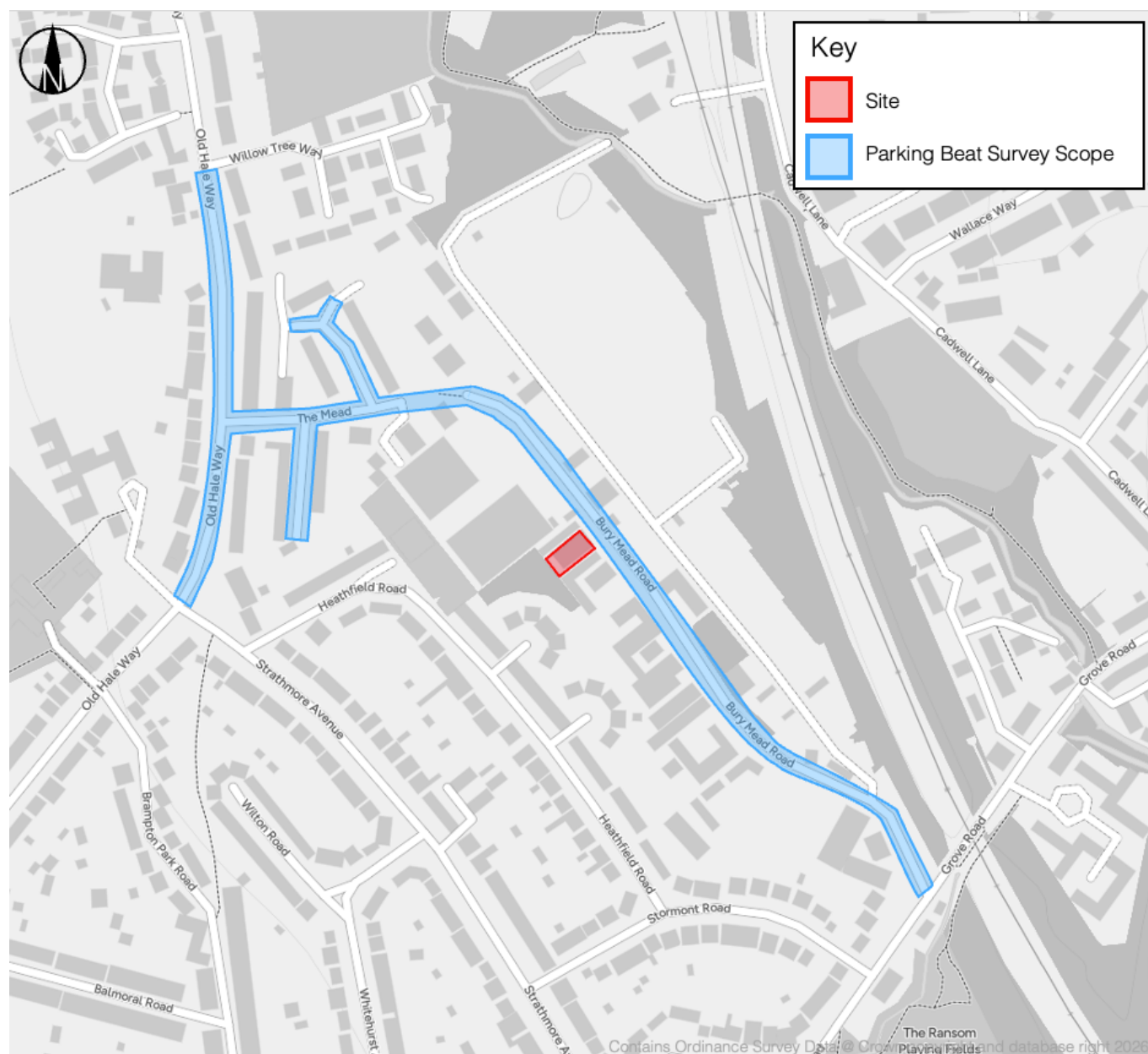
3. Updated Parking Assessment

3.1 Methodology

- 3.1.1 Following discussions with NHDC, an additional parking beat survey has been undertaken on Friday 26th June 2026 to provide updated evidence of existing parking conditions during the Friday lunchtime peak period.

- 3.1.2 The parking beat survey was undertaken between the hours of 10:00 and 15:00 at 30-minute intervals, capturing parking conditions before, during and after Friday prayers.
- 3.1.3 The survey focused on Bury Mead Road and the surrounding adopted public highway considered most likely to accommodate parking associated with the proposed development.
- 3.1.4 The assessment has been undertaken using the same conservative approach as the amended parking beat survey presented within the HRN, ensuring consistency with the previous analysis. In addition, the methodology incorporates a number of further measures to provide a robust assessment, including:
- exclusion of private roads and non-public parking areas;
 - exclusion of parking within junction visibility splays, accesses and bus stop clearways;
 - application of realistic parking lengths to reflect a range of vehicle sizes; and
 - consideration of locations where parking could prejudice access for larger vehicles.
- 3.1.5 The scope of the additional parking beat survey is shown on [Figure 3.1](#).

Figure 3.1 Additional Parking Beat Survey Scope



3.2 Parking Capacity Assessment

3.2.1 The parking occupancy has been assessed across the survey period. A summary of the parking demand recorded throughout the day is provided in [Table 3.1](#) and [Table 3.2](#), with the full survey results provided in [Appendix B](#).

Table 3.1 Parking Capacity and Demands within Study Area

Road Name	Max Capacity	Number of Parked Vehicles										
		10:00	10:30	11:00	11:30	12:00	12:30	13:00	13:30	14:00	14:30	15:00
Old Hale Way	57	15	16	15	12	13	13	13	12	14	14	12
Shepherds Mead	38	14	10	13	13	13	12	11	11	10	12	14
Lammas Mead	14	11	10	10	11	8	9	10	11	10	10	11
Bury Mead Road	66	34	37	38	37	36	40	38	29	31	27	25
The Mead	28	16	15	13	16	16	15	11	18	18	18	18
Total Vehicles	203	90	88	89	89	86	89	83	81	83	81	80

Table 3.2 Parking Stress

Road Name	Parking Stress										
	10:00	10:30	11:00	11:30	12:00	12:30	13:00	13:30	14:00	14:30	15:00
Old Hale Way	26%	28%	26%	21%	23%	23%	23%	21%	25%	25%	21%
Shepherds Mead	37%	26%	34%	34%	34%	32%	29%	29%	26%	32%	37%
Lammas Mead	79%	71%	71%	79%	57%	64%	71%	79%	71%	71%	79%
Bury Mead Road	52%	56%	58%	56%	55%	61%	58%	44%	47%	41%	38%
The Mead	57%	54%	46%	57%	57%	54%	39%	64%	64%	64%	64%
Total Vehicles	44%	43%	44%	44%	43%	44%	41%	40%	41%	40%	39%

3.2.2 **Table 3.1** and **Table 3.2** summarise the total number of parked vehicles and the corresponding parking stress recorded during the survey period. The survey identified a maximum parking capacity of 203 spaces within the study area, of which 66 are located on Bury Mead Road.

3.2.3 The survey recorded a peak parking stress of 44% across the study area. The highest parking demand occurred at 10:00, when 90 vehicles were observed, leaving 113 spaces available within close proximity of the site. On Bury Mead Road itself, the highest parking occupancy was recorded at 12:30, when 40 vehicles were parked, equating to a parking stress of 61%.

- 3.2.4 These findings are broadly consistent with the parking survey previously submitted as part of the HRN, which identified a total parking capacity of 195 spaces, including 65 spaces on Bury Mead Road. The previous survey recorded its highest parking demand at 12:00, when 84 vehicles were observed, leaving 111 spaces available within the study area. On Bury Mead Road, the peak parking occupancy occurred at 11:00, when 31 vehicles were observed, equating to a parking stress of 48%.
- 3.2.5 The close alignment between the two surveys demonstrates the consistency of the parking assessments and provides a robust representation of parking availability within the surrounding area. Both surveys were undertaken on a Friday, with the most recent survey completed in June 2026 and the previous assessment undertaken in July 2025.

3.3 Parking Demand

- 3.3.1 As outlined in the previously submitted HRNA, the expected trip generation is generally low throughout the week, with between 7 to 25 people attending at any one time. On this basis, a maximum of 50 two-way movements would be expected. Applying the adjusted car driver mode share of 13% to the maximum attendance of 25 people results in a parking demand of 4 vehicles. This number of vehicles can be fully accommodated on site within the eight parking spaces.
- 3.3.2 The mosque's highest level of activity is anticipated during Friday lunchtime, with up to 210 attendees across two prayer sessions. These sessions are staggered and do not occur simultaneously. Applying the distance-based car driver mode share of 13% to the peak congregation size results in a demand for 28 parking spaces. Of these, eight vehicles can be accommodated on site, leaving a requirement for 20 off-site parking spaces.
- 3.3.3 The requirement for 20 off-site parking spaces can be accommodated within the 113 spaces identified as being available within close proximity of the site. When these 20 vehicles are added to the peak observed parking demand, a total of 110 vehicles would require parking within Bury Mead Road and the surrounding streets, equating to a parking stress of approximately 54%. This level of parking stress is considered acceptable and would not result in major stress on the surrounding highway network.
- 3.3.4 As part of the previously submitted HRNA, a sensitivity test was undertaken to assess a worst-case scenario. This assumed a car driver mode share of 39%, which was identified as the mode share required to generate an overall parking stress of 85% within the survey area, representing a high-intensity parking scenario. Applying the updated parking survey results demonstrates that a comparable car driver mode share of 43.3% would be required to reach an 85% parking stress level.
- 3.3.5 **Table 3.3** presents the parking demand associated with the mosque under differing scenarios, together with the peak of 90 vehicles recorded during the parking beat survey.

Table 3.3 Assessment of Parking Demand Scenarios

Scenario	Car Driver Mode Share	Additional Parking Demand Generated by the Mosque	Total Parking Demand within the Survey Area	Resulting Parking Stress
Typical Weekday Activity (7-25 attendees)	13%	4 vehicles (all accommodated on-site)	90 vehicles (as recorded with no additional demand from the mosque)	44%
Peak Friday Demand (up to 210 attendees)	13%	28 vehicles (8 of which will be accommodated on site)	110 vehicles	54%
Sensitivity test scenario	43.3%	91 vehicles (8 of which will be accommodated on site)	173 vehicles	85%

- 3.3.6 As set out in the HRNA, such a high car driver mode share is considered unlikely, given the travel survey evidence and the high proportion of trips anticipated to be undertaken by active travel modes.
- 3.3.7 Furthermore, parking demand is unlikely to be concentrated solely on Bury Mead Road. Vehicles are expected to utilise the wider surrounding road network, including roads such as The Mead, which benefits from a convenient pedestrian footway connection to Bury Mead Road. Parking demand on Bury Mead Road will also be further mitigated through the parking management measures set out in [Section 4](#).
- 3.3.8 On the basis of the above, the additional parking survey further validates the conclusions of the previously submitted HRNA, confirming that the forecast level of parking stress remains well within typical operational thresholds and does not indicate conditions that would give rise to highway safety concerns.

4. Parking Management Measures

4.1 Existing Conditions

- 4.1.1 During discussions with NHDC, concern was expressed regarding the potential for inappropriate verge parking along sections of Bury Mead Road.

- 4.1.2 Whilst the updated parking assessment demonstrates sufficient lawful parking capacity within the surrounding highway network, the Applicant has nevertheless considered opportunities to further discourage inappropriate parking behaviour.

4.2 Proposed Verge Protection

- 4.2.1 An indicative arrangement of verge protection bollards has been prepared for the frontage of the site and is included in **Appendix C**.
- 4.2.2 The purpose of these measures is to discourage parking on the verge whilst maintaining pedestrian accessibility and preserving access for larger vehicles using Bury Mead Road.
- 4.2.3 The precise form and extent of any verge protection would be agreed with the Highway Authority as part of the detailed design process, should planning permission be granted.

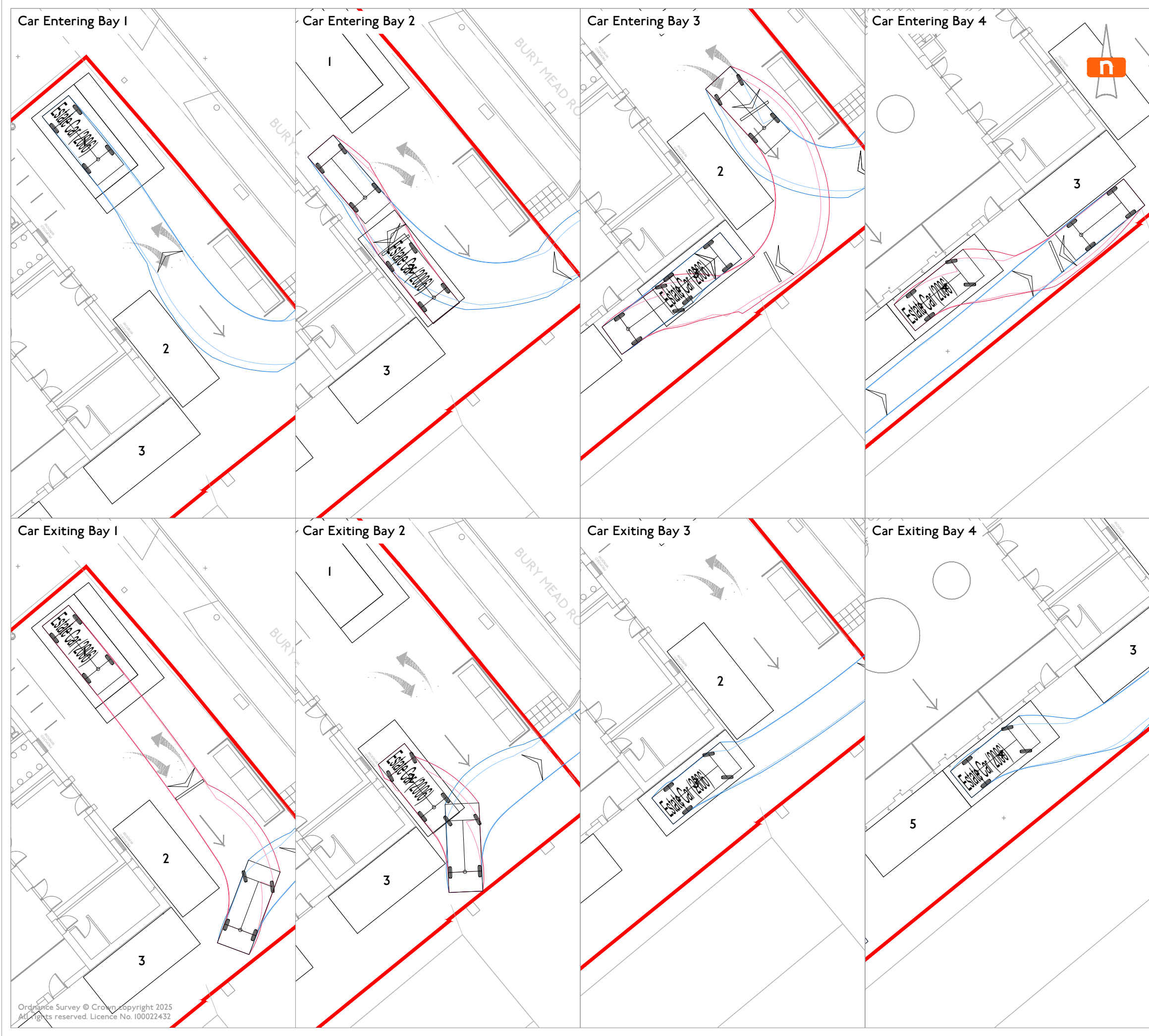
5. Summary

- 5.1.1 This HCN has been prepared following discussions with NHDC to address the remaining parking matters associated with the proposed development.
- 5.1.2 Additional vehicle tracking demonstrates that the on-site parking layout is capable of operating safely and efficiently, including clarification regarding the operation of the mortuary parking bay.
- 5.1.3 A further parking beat survey has been undertaken, reflecting the matters discussed with NHDC.
- 5.1.4 The updated parking assessment demonstrates that sufficient lawful parking capacity remains available within the surrounding highway network to accommodate the forecast parking demand associated with the proposed development.
- 5.1.5 Indicative verge protection measures have also been developed to discourage inappropriate parking whilst maintaining access for pedestrians and larger vehicles.
- 5.1.6 The additional information presented within this note addresses the outstanding parking matters raised during discussions with NHDC and confirms that the conclusions of the previously submitted TS and HRNA remain unchanged. Accordingly, there are no transport or highway reasons why planning permission should not be granted.

APPENDICES

APPENDIX A

Swept Path Analysis



- Note:
1. This drawing is indicative and subject to discussions with local & national highway authorities. This design is also subject to confirmation of land ownership, topography location of statutory services, detailed design and traffic modelling.
 2. Road markings & traffic signs are to be in accordance with "The Traffic Signs Regulations and General Directions 2016".
 3. Do not scale from this drawing. Work from figured dimensions only.
 4. All dimensions are shown in metres unless noted otherwise.
 5. Layout based on Hitchin Mosque drawing: 45 Bury Mead.
 6. Dry Steering has been used.

Existing layout

Architect's layout

Site boundary

Proposed parking bay

4.71

0.885 2.735

Forward Gear

Reverse Gear

Estate Car (2006)
Overall Length 4.710m
Overall Width 1.804m
Overall Body Height 1.442m
Min Body Ground Clearance 0.207m
Max Track Width 1.756m
Lock to lock time 4.00s
Kerb to Kerb Turning Radius 5.950m

4.710m
1.804m
1.442m
0.207m
1.756m
4.00s
5.950m

E	14.07.2026	Updated Tracking
D	23.03.2026	Parking layout updated
C	09.03.2026	Parking layout updated
B	10.11.2025	Parking layout updated
A	04.11.2025	Parking layout updated
-	31.10.2025	Initial Issue
REV	DATE	REMARKS

CLIENT

Hitchin Mosque

JOB TITLE

45 Bury Mead Road, Hitchin

DRAWING TITLE

Swept Path Analysis -
Estate Car

DRAWING NO.

J32-8985-AT-A01

DRAWN	RM	CHECKED	JW
CREATED	OCT '25	SCALE	1:200 at A3

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6. Dry Steering has been used.

Existing layout

Architect's layout

Site boundary

Proposed parking bay

4.71

0.885

2.755

Forward Gear

Reverse Gear

Estate Car (2006)

Overall Length 4.710m

Overall Width 1.804m

Overall Body Height 1.442m

Min Body Ground Clearance 0.207m

Max Track Width 1.756m

Lock to lock time 4.00s

Kerb to Kerb Turning Radius 5.950m

F	14.07.2026	Updated Tracking
E	23.03.2026	Parking layout updated
D	09.03.2026	Parking layout updated
C	10.11.2025	Swept path updated
B	10.11.2025	Parking layout updated
A	04.11.2025	Parking layout updated
-	31.10.2025	Initial Issue
REV	DATE	REMARKS

CLIENT

Hitchin Mosque

JOB TITLE

45 Bury Mead Road, Hitchin

DRAWING TITLE

Swept Path Analysis - Estate Car

DRAWING NO.

J32-8985-AT-A02

DRAWN

RM

CHECKED

JW

CREATED

OCT '25

SCALE

1:200 at A3

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mode

transport planning

APPENDIX B

Parking Beat Survey



Job Number & Name: 48476 Hitchin

Site Number/Name: Hitchin

Client: Mode Transport

Date: 26/06/2026

Description of column headers

Total Length of Available Kerb Space Measured length (in metres) of kerb space excluding sides of the road which are too narrow for two cars to pass
Length of Junctions Measurement of 5m on either side of road at a junction
Length of Bus stops/other Measured length (in metres) of other restrictions which preclude parking
Length (m) Measured length (in metres) of total parking per restriction, rounded to the nearest 5m
Calculated Spaces Calculation of number of available spaces based on 5m length
Cars Parked Number of vehicles parked per time period
Stress Calculated stress per restriction per road based on number of parked vehicles and number of available spaces

Advanced Transport Research	Job Number & Name:	48476 Hitchin
Hitchin	Client:	Mode Transport
Parking Demand	Date:	Friday 26 June 2026

					Unrestricted Kerb Space				Double Yellow Lines			
10:00	Street	Total Length of Available Kerb Space	Length of Junctions	Length of stops/other	Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress
	Old Hale Way	606	25	294	287	57	15	26%				
	The Mead	216	20	54	142	28	16	57%				
	Shepherds Mead	168	5	0	163	38	14	37%				
	Lammas Mead	98	5	21	72	14	11	79%				
	Bury Mead Road	559	30	97	334	66	34	52%	98	19	0	0%
	Total per Beat by restriction					203	90	44%		19	0	0%
Total per Beat					203	90	44%					

					Unrestricted Kerb Space				Double Yellow Lines			
10:30	Street	Total Length of Available Kerb Space	Length of Junctions	Length of stops/other	Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress
	Old Hale Way	606	25	294	287	57	16	28%				
	The Mead	216	20	54	142	28	15	54%				
	Shepherds Mead	168	5	0	163	38	10	26%				
	Lammas Mead	98	5	21	72	14	10	71%				
	Bury Mead Road	559	30	97	334	66	37	56%	98	19	0	0%
	Total per Beat by restriction					203	88	43%		19	0	0%
Total per Beat					203	88	43%					

					Unrestricted Kerb Space				Double Yellow Lines			
11:00	Street	Total Length of Available Kerb Space	Length of Junctions	Length of stops/other	Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress
	Old Hale Way	606	25	294	287	57	15	26%				
	The Mead	216	20	54	142	28	13	46%				
	Shepherds Mead	168	5	0	163	38	13	34%				
	Lammas Mead	98	5	21	72	14	10	71%				
	Bury Mead Road	559	30	97	334	66	38	58%	98	19	0	0%
Total per Beat by restriction					203	89	44%		19	0	0%	
Total per Beat					203	89	44%					

					Unrestricted Kerb Space			Double Yellow Lines				
11:30	Street	Total Length of Available Kerb Space	Length of Junctions	Length of stops/other	Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress
	Old Hale Way	606	25	294	287	57	12	21%				
	The Mead	216	20	54	142	28	16	57%				
	Shepherds Mead	168	5	0	163	38	13	34%				
	Lammas Mead	98	5	21	72	14	11	79%				
	Bury Mead Road	559	30	97	334	66	37	56%	98	19	0	0%
	Total per Beat by restriction					203	89	44%		19	0	0%
Total per Beat					203	89	44%					

Advanced Transport Research	Job Number & Name:	48476 Hitchin
Hitchin	Client:	Mode Transport
Parking Demand	Date:	Friday 26 June 2026

12:00	Street	Total Length of Available Kerb Space	Length of Junctions	Length of stops/other	Unrestricted Kerb Space				Double Yellow Lines			
					Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress
	Old Hale Way	606	25	294	287	57	13	23%				
	The Mead	216	20	54	142	28	16	57%				
	Shepherds Mead	168	5	0	163	38	13	34%				
	Lammas Mead	98	5	21	72	14	8	57%				
	Bury Mead Road	559	30	97	334	66	36	55%	98	19	1	5%
Total per Beat by restriction					203	86	42%		19	1	5%	
Total per Beat					203	87	43%					

12:30	Street	Total Length of Available Kerb Space	Length of Junctions	Length of stops/other	Unrestricted Kerb Space				Double Yellow Lines			
					Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress
	Old Hale Way	606	25	294	287	57	13	23%				
	The Mead	216	20	54	142	28	15	54%				
	Shepherds Mead	168	5	0	163	38	12	32%				
	Lammas Mead	98	5	21	72	14	9	64%				
	Bury Mead Road	559	30	97	334	66	40	61%	98	19	0	0%
Total per Beat by restriction					203	89	44%		19	0	0%	
Total per Beat					203	89	44%					

13:00	Street	Total Length of Available Kerb Space	Length of Junctions	Length of stops/other	Unrestricted Kerb Space				Double Yellow Lines			
					Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress
	Old Hale Way	606	25	294	287	57	13	23%				
	The Mead	216	20	54	142	28	11	39%				
	Shepherds Mead	168	5	0	163	38	11	29%				
	Lammas Mead	98	5	21	72	14	10	71%				
	Bury Mead Road	559	30	97	334	66	38	58%	98	19	0	0%
Total per Beat by restriction					203	83	41%		19	0	0%	
Total per Beat					203	83	41%					

13:30	Street	Total Length of Available Kerb Space	Length of Junctions	Length of stops/other	Unrestricted Kerb Space				Double Yellow Lines			
					Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress
	Old Hale Way	606	25	294	287	57	12	21%				
	The Mead	216	20	54	142	28	18	64%				
	Shepherds Mead	168	5	0	163	38	11	29%				
	Lammas Mead	98	5	21	72	14	11	79%				
	Bury Mead Road	559	30	97	334	66	29	44%	98	19	0	0%
Total per Beat by restriction					203	81	40%		19	0	0%	
Total per Beat					203	81	40%					

Advanced Transport Research	Job Number & Name:	48476 Hitchin
Hitchin	Client:	Mode Transport
Parking Demand	Date:	Friday 26 June 2026

					Unrestricted Kerb Space				Double Yellow Lines				
14:00	Street	Total Length of Available Kerb Space	Length of Junctions	Length of Bus stops/other	Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress	
	Old Hale Way	606	25	294	287	57	14	25%					
	The Mead	216	20	54	142	28	18	64%					
	Shepherds Mead	168	5	0	163	38	10	26%					
	Lammas Mead	98	5	21	72	14	10	71%					
	Bury Mead Road	559	30	97	334	66	31	47%	98	19	0	0%	
	Total per Beat by restriction					203	83	41%	19				0
Total per Beat					203	83	41%						

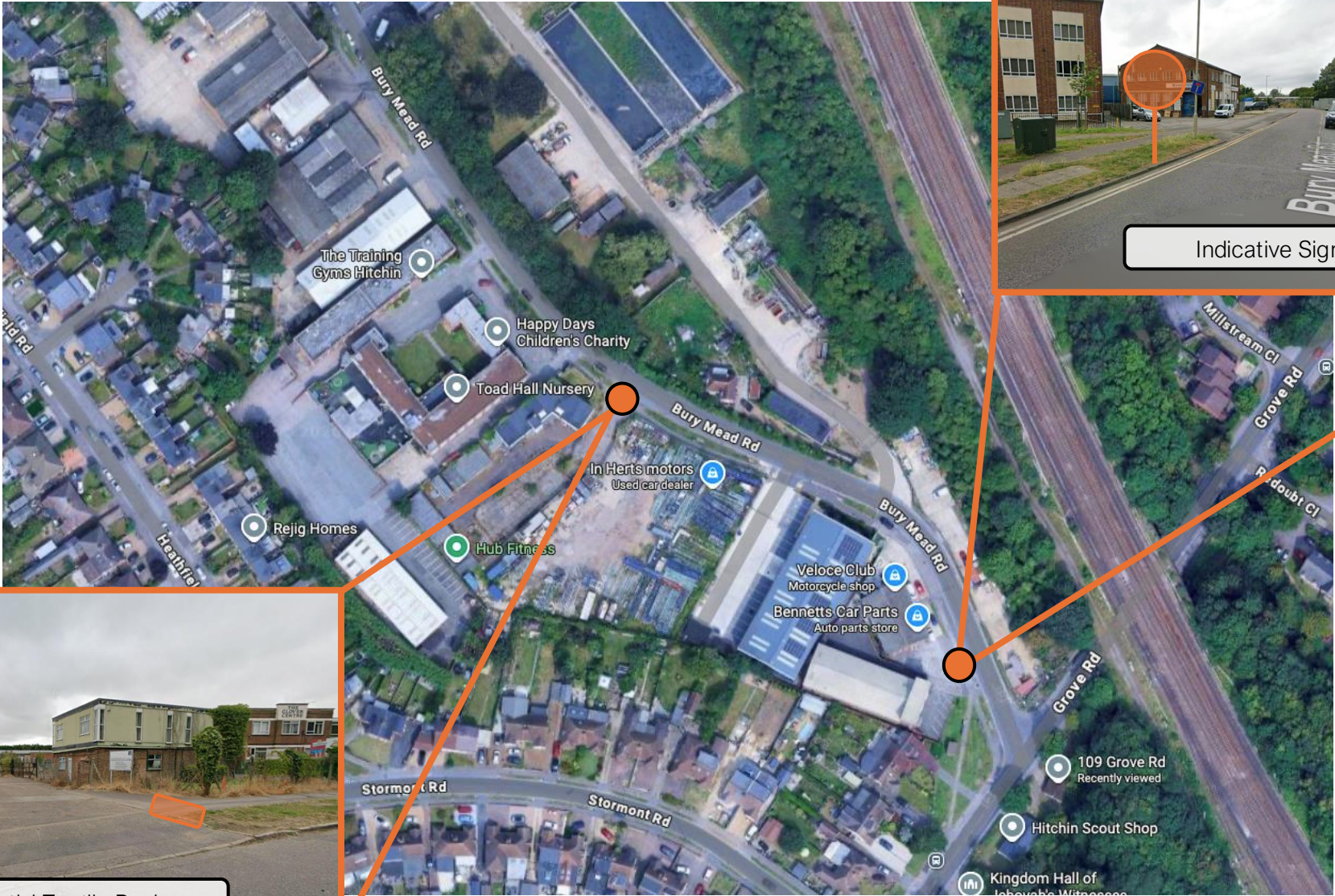
					Unrestricted Kerb Space				Double Yellow Lines				
14:30	Street	Total Length of Available Kerb Space	Length of Junctions	Length of Bus stops/other	Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress	
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	The Mead	216	20	54	142	28	18	64%					
	Shepherds Mead	168	5	0	163	38	12	32%					
	Lammas Mead	98	5	21	72	14	10	71%					
	Bury Mead Road	559	30	97	334	66	27	41%	98	19	0	0%	
	Total per Beat by restriction					203	81	40%	19				0
Total per Beat					203	81	40%						

					Unrestricted Kerb Space				Double Yellow Lines			
15:00	Street	Total Length of Available Kerb Space	Length of Junctions	Length of bus stops/other	Length (m)	Calculated Spaces	Cars Parked	Stress	Length (m)	Calculated Spaces	Cars Parked	Stress
	Old Hale Way	606	25	294	287	57	12	21%				
	The Mead	216	20	54	142	28	18	64%				
	Shepherds Mead	168	5	0	163	38	14	37%				
	Lammas Mead	98	5	21	72	14	11	79%				
	Bury Mead Road	559	30	97	334	66	25	38%	98	19	0	0%
	Total per Beat by restriction					203	80	39%				
Total per Beat					203	80	39%					

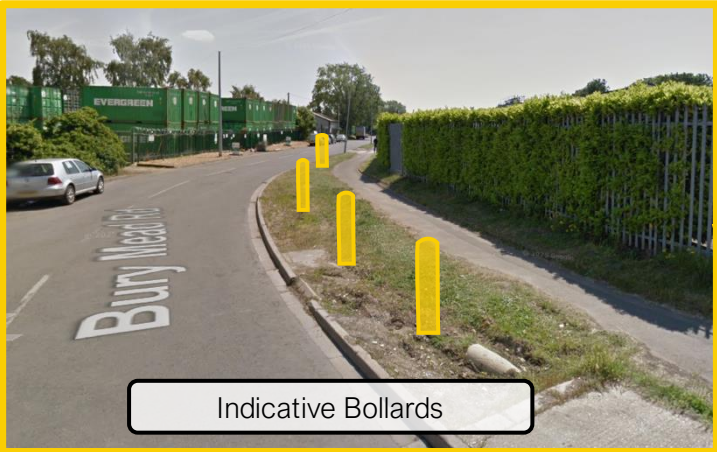
APPENDIX C

Indicative Proposed Mitigation

Start of Bury Mead Road



End of Bury Mead Road



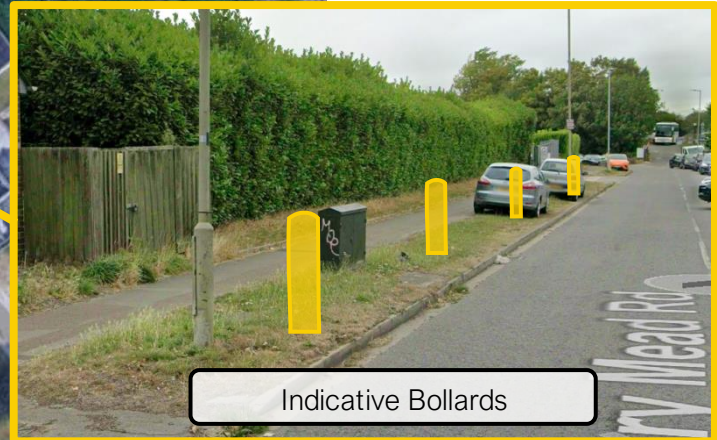
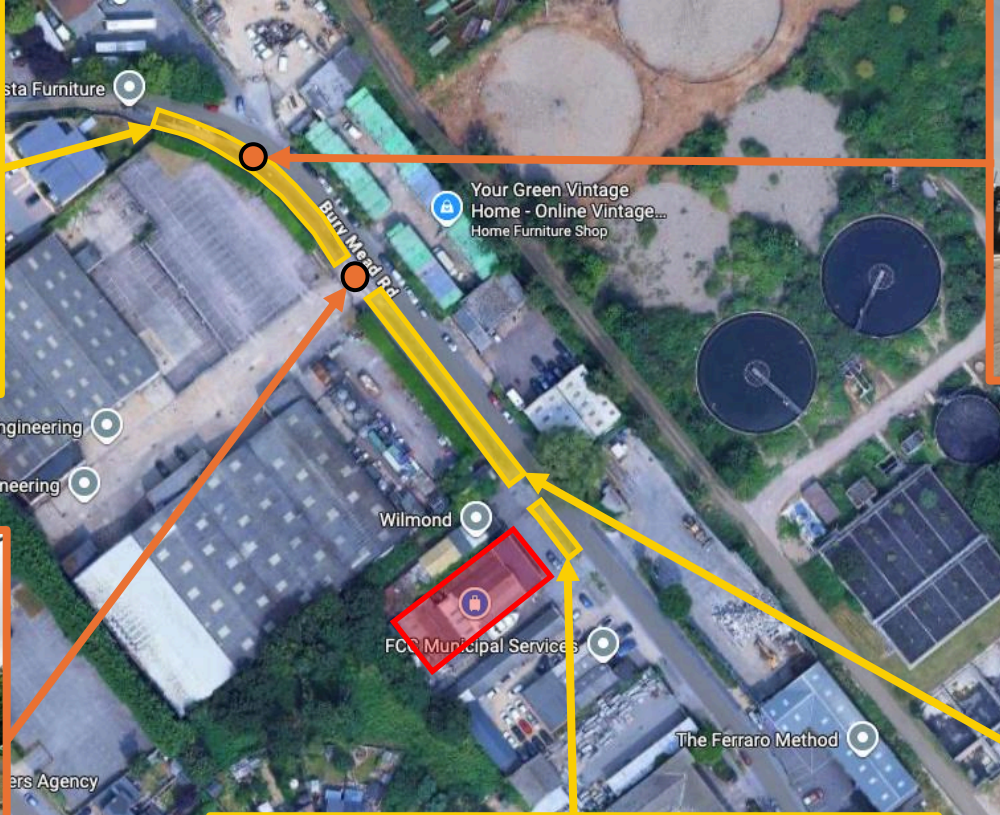
Indicative Bollards



Indicative Signage



Potential Tactile Paving



Indicative Bollards



Indicative Bollards





keep up with mode:



Birmingham

☎ 0121 794 8390

London

☎ 020 3848 9719

Manchester

☎ 0161 464 9495

✉ info@modetransport.co.uk 📍 [modetransport.co.uk](https://www.modetransport.co.uk) ✕ [@mode_transport](https://twitter.com/mode_transport)