

FEES AND CHARGES 2023-24

Car Parks – Parking

Car Parks – Season Tickets

Parking Schemes

Council Tax – Recovery Action

Business Rates – Recovery Action

Sports Activities

Regulatory Services – Animal Welfare

Mobile Homes Act 2013

Regulatory Services – Contaminated Land

Regulatory Services – Food Hygiene/Health & Safety

Regulatory Services – Public Health Licensing

Regulatory Services – Sex Establishment Licence

Regulatory Services – Public Carriage Licensing

Regulatory Services – Gambling Licensing

Regulatory Services – Scrap Metal Licensing

Regulatory Services – Street Trading Consent

Regulatory Services – All Licensing under the Licensing Act 2003

Housing Services – Private Housing

Electoral Services

Land Charges

Development Management (Planning Applications)

Streets Naming and Numbering

Cemeteries and Burials

Household Waste Collection Services

Trade Waste Collection Services

The Woodville (Theatre Services)

Blake Gallery

Room Hire

Advertising – Your Borough Magazine

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Gurdwara Public Car Park						
Evening charge 6pm-8am	Free			Free		
Monday to Friday, 8am - 6pm						
Up to one hour	1.08	0.22	1.30	1.08	0.22	1.30
Up to two hours	1.67	0.33	2.00	1.67	0.33	2.00
Up to three hours	2.33	0.47	2.80	2.33	0.47	2.80
Up to 4 hours	3.17	0.63	3.80	3.17	0.63	3.80
Over 4 hours (max 24hrs)	4.17	0.83	5.00	4.17	0.83	5.00
Saturday & Sunday	Private use for Gurdwara only			Private use for Gurdwara only		
Short Stay Car Parks (Parrock Street, Market Square, Horn Yard & West Street)						
Evening charge 6pm-8am	Free			Free		
Monday to Friday, 8am - 6pm						
Up to one hour	1.08	0.22	1.30	1.08	0.22	1.30
Up to two hours	1.67	0.33	2.00	1.67	0.33	2.00
Up to three hours	2.33	0.47	2.80	2.33	0.47	2.80
Up to 4 hours	3.17	0.63	3.80	3.17	0.63	3.80
Over 4 hours (max 24hrs)	6.25	1.25	7.50	6.25	1.25	7.50
Saturday, 8am - 6pm						
Up to two hours	0.00	0.00	0.00	0.00	0.00	0.00
Additional 1 hour	1.08	0.22	1.30	1.08	0.22	1.30
Additional 2 hours	1.67	0.33	2.00	1.67	0.33	2.00
Over 4 hours (max 24hrs)	6.25	1.25	7.50	6.25	1.25	7.50
Sunday	Free			Free		
Long Stay Car Parks (Milton Place and Ordnance Road)						
Evening charge 6pm-8am	Free			Free		
Monday to Friday, 8am - 6pm						
Up to one hour	1.08	0.22	1.30	1.08	0.22	1.30
Up to two hours	1.67	0.33	2.00	1.67	0.33	2.00
Up to three hours	2.33	0.47	2.80	2.33	0.47	2.80
Up to 4 hours	3.17	0.63	3.80	3.17	0.63	3.80
Over 4 hours (max 24hrs)	4.17	0.83	5.00	4.17	0.83	5.00
Saturday, 8am - 6pm						
Up to two hours	0.00	0.00	0.00	0.00	0.00	0.00
Additional 1 hour	1.08	0.22	1.30	1.08	0.22	1.30
Additional 2 hours	1.67	0.33	2.00	1.67	0.33	2.00
Over 4 hours (max 24hrs)	4.17	0.83	5.00	4.17	0.83	5.00
Sunday	Free			Free		

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Car Parks – Season Tickets						
Short Stay Car Parks (Parrock Street, Market Square, Horn Yard & West Street)						
One month	114.17	22.83	137.00	114.17	22.83	137.00
Three month	323.33	64.67	388.00	323.33	64.67	388.00
Six month	610.83	122.17	733.00	610.83	122.17	733.00
One year	1,150.00	230.00	1,380.00	1,150.00	230.00	1,380.00
Long Stay Car Parks (Milton Place, Ordnance Road and Gurdwara)						
One month	75.83	15.17	91.00	75.83	15.17	91.00
Three month	215.83	43.17	259.00	215.83	43.17	259.00
Six month	407.50	81.50	489.00	407.50	81.50	489.00
One year	766.67	153.33	920.00	766.67	153.33	920.00
Town Centre Voucher Scheme (relates to Gurdwara, Milton Place and Ordnance Road Car Parks)						
Full day	2.08	0.42	2.50	2.08	0.42	2.50
Half day	1.04	0.21	1.25	1.04	0.21	1.25
Lord Street Temporary Car Park						
Town centre workers – one month	33.33	6.67	40.00	33.33	6.67	40.00
Non-Town centre workers – one month	66.67	13.33	80.00	66.67	13.33	80.00
Parking Schemes						
Town Centre Parking Scheme (Zones A-D and F)						
New permit application	40.00	0.00	40.00	40.00	0.00	40.00
Renewal of permit	40.00	0.00	40.00	40.00	0.00	40.00
Replacement of lost permit	10.00	0.00	10.00	10.00	0.00	10.00
Book of five visitor permits	10.00	0.00	10.00	10.00	0.00	10.00
Replacement of stolen permit (police crime reference number required)	FREE			FREE		
Controlled Parking Zones (CPZ)						
New permit application	15.00	0.00	15.00	15.00	0.00	15.00
Renewal of permit	15.00	0.00	15.00	15.00	0.00	15.00
Replacement of lost permit	5.00	0.00	5.00	5.00	0.00	5.00
Replacement of stolen permit (police crime reference number required)	FREE			FREE		
On-Street Pay and Display Parking Charges (Monday to Saturday, 8am – 6.30pm)						
30 Minutes	0.58	0.12	0.70	0.58	0.12	0.70
45 Minutes	0.83	0.17	1.00	0.83	0.17	1.00
One Hour	1.08	0.22	1.30	1.08	0.22	1.30
One Hour 15 Minutes	1.33	0.27	1.60	1.33	0.27	1.60
One Hour 30 Minutes	1.58	0.32	1.90	1.58	0.32	1.90
One Hour 45 Minutes	1.83	0.37	2.20	1.83	0.37	2.20
Two Hours	2.08	0.42	2.50	2.08	0.42	2.50

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Council Tax – Recovery Action						
Council Tax Summons	60.00	0.00	60.00	60.00	0.00	60.00
Council Tax Liability Order	60.00	0.00	60.00	60.00	0.00	60.00
Business Rates – Recovery Action						
Non Domestic Rates Summons	110.00	0.00	110.00	110.00	0.00	110.00
Non Domestic Rates Liability Order	0.00	0.00	0.00	0.00	0.00	0.00
Sports Activities						
Cricket – per team, per season	1,108.00	221.60	1,329.60	1,210.00	242.00	1,452.00
Cricket – per team , per game	96.00	19.20	115.20	105.00	21.00	126.00
Football – adult team, per season	575.00	115.00	690.00	630.00	126.00	756.00
Football – adult team, per game	68.00	13.60	81.60	74.00	14.80	88.80
Football – junior team, per season	458.35	91.67	550.02	480.00	96.00	576.00
Football – junior team, per game	56.75	11.35	68.10	59.00	11.80	70.80
Mini Football –per team, per season	332.50	66.50	399.00	349.00	69.80	418.80
Mini Football – per team, per game	47.25	9.45	56.70	49.00	9.80	58.80
Regulatory Services – Animal Welfare						
Animal Activities Licences - Dog or cat boarding, home boarding of dogs, dog day care, selling animals as pets, keeping or training animals for exhibition						
New - Part A	451.00	0.00	451.00	465.00	0.00	465.00
Renewal - Part A	286.00	0.00	286.00	295.00	0.00	295.00
New and Renewal - Part B	297.00	0.00	297.00	306.00	0.00	306.00
Animal Activities Licences - Dog breeding (plus vet fees)						
New - Part A	451.00	0.00	451.00	465.00	0.00	465.00
Renewal - Part A	286.00	0.00	286.00	295.00	0.00	295.00
New and Renewal - Part B	297.00	0.00	297.00	306.00	0.00	306.00
Animal Activities Licences - Hiring of Horses Licences (plus vet fees)						
New and Renewal - Part A	451.00	0.00	451.00	465.00	0.00	465.00
New and Renewal - Part B	297.00	0.00	297.00	306.00	0.00	306.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Animal Activities Licences - Arranging Home Boarding of Dogs Licences						
New & Renewal - Up to 5 hosts -Part A	651.00	0.00	651.00	671.00	0.00	671.00
New & Renewal - up to 5 hosts - Part B	669.00	0.00	669.00	690.00	0.00	690.00
New & Renewal - each additional 5 hosts - Part A	427.00	0.00	427.00	440.00	0.00	440.00
New & Renewal - each additional 5 hosts - Part B	427.00	0.00	427.00	440.00	0.00	440.00
Other Charges						
Full variation	406.00	0.00	406.00	419.00	0.00	419.00
Minor Variation	177.00	0.00	177.00	183.00	0.00	183.00
Admin Change	39.50	0.00	39.50	41.00	0.00	41.00
Variation to add additional Hosts (inc one host)*	226.00	0.00	226.00	233.00	0.00	233.00
Cost per each additional Host (In addition to Variation fee*)	89.00	0.00	89.00	92.00	0.00	92.00
Risk Rating Appeal	220.00	0.00	220.00	227.00	0.00	227.00
Dangerous Wild Animal Licences (licence period = 2 years)						
New & Renewal - Dangerous Wild Animal Licences - (up to 2 species) (Plus Defra Vet Fee) Part A	488.00	0.00	488.00	503.00	0.00	503.00
New & Renewal - Dangerous Wild Animal Licences - (up to 3 species) (Plus Defra Vet Fee) Part A	658.00	0.00	658.00	678.00	0.00	678.00
New & Renewal - Dangerous Wild Animal Licences - (each additional species) (Plus Defra Vet Fee) Part A	171.00	0.00	171.00	177.00	0.00	177.00
New & Renewal - Dangerous Wild Animal Licences - (up to 2 species) Part B	297.00	0.00	297.00	306.00	0.00	306.00
Stray Dogs - Standard Fee Penalty Fee (fixed fee set in legislation) and admin charge for each event. (additional charges will be made for the recharge of extra services used e.g. vet fees, transportation and boarding fee of kennel)						
Stray Dogs - Standard Fee Penalty Fee (fixed fee set in legislation) and admin charge for each event. (additional charges will be made for the recharge of extra services used e.g. vet fees, transportation and boarding fee of kennel)	25.00	0.00	25.00	25.00	0.00	25.00
Fixed Penalty Dog Fouling Notice (Fixed fee set in legislation)	75.00	0.00	75.00	75.00	0.00	75.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Collection of stray dogs from Civic Centre compound £25 penalty fee + £40 contribution towards cancelled transportation fee plus vets fees if incurred	65.00	0.00	65.00	100.00	0.00	100.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Mobile Homes Act 2013						
New application for site licence – Band 1(1-5 pitches) TOTAL	120.00	0.00	120.00	128.00	0.00	128.00
New application for site licence – Band 1 (1-5 pitches) PART A payable on application	89.00	0.00	89.00	95.00	0.00	95.00
New application for site licence – Band 1 (1-5 pitches) PART B payable on grant	31.00	0.00	31.00	33.00	0.00	33.00
New application for site licence – Band 2 (6-24 pitches) TOTAL	537.00	0.00	537.00	575.00	0.00	575.00
New application for site licence – Band 2 (6-24 pitches) PART A payable on application	402.00	0.00	402.00	430.00	0.00	430.00
New application for site licence – Band 2 (6-24 pitches) PART B payable on grant	135.00	0.00	135.00	144.00	0.00	144.00
New application for site licence – Band 3 (25-99 pitches) TOTAL	675.00	0.00	675.00	722.00	0.00	722.00
New application for site licence – Band 3 (25-99 pitches) PART A payable on application	506.00	0.00	506.00	541.00	0.00	541.00
New application for site licence – Band 3 (25-99 pitches) PART B payable on grant	169.00	0.00	169.00	181.00	0.00	181.00
Annual Fee – Band 2	206.00	0.00	206.00	220.00	0.00	220.00
Annual Fee – Band 3	274.00	0.00	274.00	293.00	0.00	293.00
Transfer of Site Licence – Band1	30.00	0.00	30.00	32.00	0.00	32.00
Transfer of Site Licence – Band2	69.00	0.00	69.00	74.00	0.00	74.00
Transfer of Site Licence – Band3	69.00	0.00	69.00	74.00	0.00	74.00
Variation of site Licence – Band 1	59.00	0.00	59.00	63.00	0.00	63.00
Variation of site Licence – Band 2	148.50	0.00	148.50	159.00	0.00	159.00
Variation of site Licence – Band 3	148.50	0.00	148.50	159.00	0.00	159.00
Depositing site rules with Local Authority – Band 2 and 3	59.00	0.00	59.00	63.00	0.00	63.00
Mobile Site Fit & Proper Persons Test (Registration period = 1 year)	206.00	0.00	206.00	220.00	0.00	220.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Regulatory Services – Contaminated Land						
Contaminated land enquiries where there is a statutory duty to respond (e.g. when made as part of a land charges request)	63.50	0.00	63.50	65.00	0.00	65.00
Charge per hour:						
Contaminated land enquiries in all other cases	98.00	0.00	98.00	100.00	0.00	100.00
Charge per hour:						
Regulatory Services – Food Hygiene/Health & Safety						
Food inspection – flat fee	118.50	0.00	118.50	131.00	0.00	131.00
Plus hourly rate	31.00	0.00	31.00	35.00	0.00	35.00
Food hygiene rating scheme, re-rating revisit request	177.50	0.00	177.50	196.00	0.00	196.00
Regulatory Services – Public Health Licensing						
Skin piercing - new Registration (includes up to 3 registered ear piercers in one visit)	166.00	0.00	166.00	184.00	0.00	184.00
Skin Piercing – additional person at existing registered	83.50	0.00	83.50	92.00	0.00	92.00
Regulatory Services – Sex Establishment Licence						
Sex Establishment licence – new – TOTAL	3,058.00	0.00	3,058.00	3,058.00	0.00	3,058.00
Sex Establishment licence – new – PART A – payable upon application	2,780.00	0.00	2,780.00	2,780.00	0.00	2,780.00
Sex Establishment licence – new – PART B – payable upon grant	277.50	0.00	277.50	278.00	0.00	278.00
Sex Establishment licence – renewal – TOTAL	1,611.00	0.00	1,611.00	1,611.00	0.00	1,611.00
Sex Establishment licence – renewal – PART A – payable upon application	1,334.00	0.00	1,334.00	1,334.00	0.00	1,334.00
Sex Establishment licence – renewal – PART B – payable upon grant	277.50	0.00	277.50	278.00	0.00	278.00
Sex Establishment replacement licence	30.00	0.00	30.00	30.00	0.00	30.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Regulatory Services – Public Carriage Licensing						
Private Hire/ Hackney Carriage Driver Licence (3 year)	173.50	0.00	173.50	191.00	0.00	191.00
Private Hire/ Hackney Carriage Vehicle Licence (1 year)	247.50	0.00	247.50	273.00	0.00	273.00
Private Hire Operator Licence – one year, up to five vehicles	191.00	0.00	191.00	211.00	0.00	211.00
Private Hire Operator Licence – one year, over five vehicles	380.00	0.00	380.00	418.00	0.00	418.00
Operator – up to 5 vehicles – 5 years	569.00	0.00	569.00	626.00	0.00	626.00
Operator – over 5 vehicles – 5 years	1,133.00	0.00	1,133.00	1,247.00	0.00	1,247.00
Street Knowledge Test	69.00	0.00	69.00	76.00	0.00	76.00
Replacement vehicle on existing plate	49.50	0.00	49.50	55.00	0.00	55.00
Licensing of Temporary Vehicle following accident, etc.	63.00	0.00	63.00	70.00	0.00	70.00
Change of Ownership of Licenced Vehicle	35.00	0.00	35.00	39.00	0.00	39.00
Copy of Plate following loss/damage, etc. (like for like)	21.00	0.00	21.00	24.00	0.00	24.00
Copy of Badge following loss, damage, etc. (like for like)	16.00	0.00	16.00	18.00	0.00	18.00
Change of vehicle registration and reissue of licence and plates	29.00	0.00	29.00	32.00	0.00	32.00
Change of passenger number and reissue of licence and plates	30.00	0.00	30.00	33.00	0.00	33.00
Reissue of vehicle licence following change of name/address	15.00	0.00	15.00	17.00	0.00	17.00
Reissue of driver licence following change of name/address	18.00	0.00	18.00	20.00	0.00	20.00
Reissue of operator licence following change of name/address	13.00	0.00	13.00	15.00	0.00	15.00
Reissue of operator licence following change of business name/address	13.00	0.00	13.00	15.00	0.00	15.00
Like for like copy of any paper part of licence only	12.00	0.00	12.00	14.00	0.00	14.00
Enhanced DBS Check Application	62.00	0.00	62.00	69.00	0.00	69.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Regulatory Services – Gambling Licensing						
Bingo premises new	3,229.00	0.00	3,229.00	3,229.00	0.00	3,229.00
Bingo premises variation	1,625.00	0.00	1,625.00	1,625.00	0.00	1,625.00
Bingo premises transfer	1,114.00	0.00	1,114.00	1,114.00	0.00	1,114.00
Bingo premises annual	929.00	0.00	929.00	929.00	0.00	929.00
Bingo premises provisional statement	3,229.00	0.00	3,229.00	3,229.00	0.00	3,229.00
Bingo premises application for provisional statement holders	1,114.00	0.00	1,114.00	1,114.00	0.00	1,114.00
Bingo premises reinstatement	1,114.00	0.00	1,114.00	1,114.00	0.00	1,114.00
Betting premises new	2,775.00	0.00	2,775.00	2,775.00	0.00	2,775.00
Betting premises variation	1,389.00	0.00	1,389.00	1,389.00	0.00	1,389.00
Betting premises transfer	1,114.00	0.00	1,114.00	1,114.00	0.00	1,114.00
Betting premises annual	559.00	0.00	559.00	559.00	0.00	559.00
Betting premises provisional statement	2,775.00	0.00	2,775.00	2,775.00	0.00	2,775.00
Betting premises application for provisional statement holders	1,114.00	0.00	1,114.00	1,114.00	0.00	1,114.00
Betting premises reinstatement	1,091.00	0.00	1,091.00	1,091.00	0.00	1,091.00
Adult Gaming Centres (AGC) new	1,852.00	0.00	1,852.00	1,852.00	0.00	1,852.00
Adult Gaming Centres variation	1,030.00	0.00	1,030.00	1,030.00	0.00	1,030.00
Adult Gaming Centres transfer	1,113.00	0.00	1,113.00	1,113.00	0.00	1,113.00
Adult Gaming Centres annual	929.00	0.00	929.00	929.00	0.00	929.00
AGC premises provisional statement	1,852.00	0.00	1,852.00	1,852.00	0.00	1,852.00
AGC premises application for provisional statement holders	1,113.00	0.00	1,113.00	1,113.00	0.00	1,113.00
AGC premises reinstatement	1,113.00	0.00	1,113.00	1,113.00	0.00	1,113.00
Tracks new	2,316.00	0.00	2,316.00	2,316.00	0.00	2,316.00
Tracks variation	1,160.00	0.00	1,160.00	1,160.00	0.00	1,160.00
Tracks transfer	883.00	0.00	883.00	883.00	0.00	883.00
Tracks annual	883.00	0.00	883.00	883.00	0.00	883.00
Tracks premises provisional statement	2,316.00	0.00	2,316.00	2,316.00	0.00	2,316.00
Tracks premises application for provisional statement holders	883.00	0.00	883.00	883.00	0.00	883.00
Tracks premises reinstatement	929.00	0.00	929.00	929.00	0.00	929.00
Family Entertainment Centre (FEC) new	1,852.00	0.00	1,852.00	1,852.00	0.00	1,852.00
FEC variation	929.00	0.00	929.00	929.00	0.00	929.00
FEC transfer	883.00	0.00	883.00	883.00	0.00	883.00
FEC annual	697.00	0.00	697.00	697.00	0.00	697.00
FEC premises provisional statement	1,852.00	0.00	1,852.00	1,852.00	0.00	1,852.00
FEC premises application for provisional statement holders	883.00	0.00	883.00	883.00	0.00	883.00
FEC premises reinstatement	883.00	0.00	883.00	883.00	0.00	883.00
Copy of Licence – all premises	25.00	0.00	25.00	25.00	0.00	25.00
Notification of Change – all premises	50.00	0.00	50.00	50.00	0.00	50.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Regulatory Services – Scrap Metal Licensing						
Scrap Metal – site licence –grant or renewal - TOTAL	567.00	0.00	567.00	624.00	0.00	624.00
Scrap Metal – site licence –grant or renewal – PART A – payable upon application	350.00	0.00	350.00	385.00	0.00	385.00
Scrap Metal – site licence –grant or renewal – PART B – payable upon grant	217.00	0.00	217.00	239.00	0.00	239.00
Scrap Metal - collectors licence – grant or renewal – TOTAL	330.00	0.00	330.00	363.00	0.00	363.00
Scrap Metal - collectors licence – grant or renewal –PART A – payable upon application	276.00	0.00	276.00	304.00	0.00	304.00
Scrap Metal - collectors licence – grant or renewal – PART B – payable upon grant	54.00	0.00	54.00	60.00	0.00	60.00
Scrap Metal variation -collector to site licence	243.00	0.00	243.00	268.00	0.00	268.00
Scrap Metal variation – site to collectors licence	75.00	0.00	75.00	83.00	0.00	83.00
Scrap Metal –change of site manager	123.50	0.00	123.50	136.00	0.00	136.00
Scrap Metal - minor variation	38.50	0.00	38.50	43.00	0.00	43.00
Scrap Metal – replacement licence	30.00	0.00	30.00	33.00	0.00	33.00
Regulatory Services – Street Trading Consent						
Renewal of Existing Street Trading Consent	316.00	0.00	316.00	348.00	0.00	348.00
Transfer of Street Trading Consent	30.00	0.00	30.00	33.00	0.00	33.00
Copy of Consent following loss/damage, etc. (like for like)	30.00	0.00	30.00	33.00	0.00	33.00
Regulatory Services – All Licensing under the Licensing Act 2003						
All licences issued under Licensing Act 2003	Statutory fees	N/A	Statutory fees	Statutory fees	N/A	Statutory fees
Housing Services – Private Housing						
House of Multiple Occupation Licence: Per HMO	540.00	0.00	540.00	703.00	0.00	703.00
Per HMO Renewal	540.00	0.00	540.00	545.00	0.00	545.00
Notices served under the Housing Act	Charge based on officer hourly rates			523.00	111.55	634.55
Immigration Inspections	100.00	0.00	100.00	159.00	0.00	159.00
Electoral Services						
Paper Copy of Street Index (fixed cost)	10.00	0.00	10.00	10.00	0.00	10.00
Letters confirming information (free by email)	10.00	0.00	10.00	10.00	0.00	10.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Land Charges						
Official Certificate of Search only STATUTORY	30.00	0.00	30.00	30.00	0.00	30.00
CON29 R Search Fee – Residential NON STATUTORY <i>Component data searches available on request</i>	110.00	22.00	132.00	116.00	23.20	139.20
CON29 R Search Fee – Commercial NON STATUTORY	200.00	40.00	240.00	206.00	41.20	247.20
Standard Residential Search (LLC1 + Con29R)	135.00	27.00	162.00	146.00	29.20	175.20
Standard Commercial Search (LLC1 + Con29R)	225.00	45.00	270.00	236.00	47.20	283.20
Optional Questions 4-21	10.00	2.00	12.00	12.50	2.50	15.00
Optional Question 22	14.00	2.80	16.80	16.00	3.20	19.20
Additional Enquiry Added by Solicitor	20.00	4.00	24.00	20.00	4.00	24.00
Additional Parcel of land payable for Full Search	10.80	2.16	12.96	12.50	2.50	15.00
Personal Search of the Local Land Charges Register <i>Excluding any other fees applicable in relation to additional enquiries</i>	FREE	FREE	FREE	FREE	FREE	FREE
Development Management (Planning Applications)						
Pre-application advice:						
Vehicle cross-over confirmation letter (50 minutes)	52.79	0.00	52.79	68.00	0.00	68.00
Householder development advice	52.79	10.56	63.35 per hour	80.00	0.00	80.00
Minor development advice (1-9 residential units or a site less than 0.5ha, or commercial no more than 1000m ²)	369.50	73.90	7 hours at 63.35 per hour = 443.45	560.00	0.00	560.00
Specialist - listed building consent	Depends on proposal			Depends on proposal		
Concept meeting - Developers who wish to establish the principle of development prior to entering into detailed scheme discussions	63.35	0.00	6 hours at 63.35 per hour = 380.10	480.00	0.00	480.00
Major development advice - (10-49 residential units, new build or extensions up to 9,999m ² or between 1ha and 2ha)	63.35	0.00	20 hours at 61.50 per hour = 1,267	1,600.00	0.00	1,600.00
NEW – S106 compliance - confirmation of compliance (first financial obligation / clause)	95.53	0.00	95.53	120.00	0.00	120.00
NEW – S106 compliance - (each additional financial obligation / clauses)	31.67	0.00	31.67	40.00	0.00	40.00
NEW – S106 compliance - confirmation of compliance (first non-financial obligation / clause)	190.40	0.00	190.40	240.00	0.00	240.00
NEW – S106 compliance - (each additional non-financial obligation / clause)	31.67	0.00	31.67	40.00	0.00	40.00
NEW – Enforcement / Breach of Condition Notice compliance	126.69	0.00	126.69	160.00	0.00	160.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Strategic Development	Large scale strategic developments (50+ residential, more than 10,000m ² or more than 2ha) may require a number of meetings and the provision of extensive information. In these circumstances we anticipate the agreement of a planning performance agreement.			Large scale strategic developments (50+ residential, more than 10,000m ² or more than 2ha) may require a number of meetings and the provision of extensive information. In these circumstances we anticipate the agreement of a planning performance agreement.		

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Streets Naming and Numbering						
Existing properties - residential or business unit, including flat conversions:						
Change of property name or official addition of new name	55.00	0.00	55.00	75.00	0.00	75.00
Confirmation of address letter	20.00	0.00	20.00	25.00	0.00	25.00
Renaming an existing street or block of flats	1,660.00	0.00	1,660.00	2,000.00	0.00	2,000.00
Change of use (commercial to residential / residential to commercial)	55.00	0.00	55.00	70.00	0.00	70.00
Merging separate units/flats into a single property	75.00	0.00	75.00	120.00	0.00	120.00
Splitting an existing property into units/flats (in excess of 10 units/flats, refer to New Development fees)	65.00	0.00	65.00	90.00	0.00	90.00
Streets Naming and Numbering						
New development - residential or business unit, including flat conversions:						
Single/ plot unit	75.00	0.00	75.00	100.00	0.00	100.00
2 to 10 units	65.00 per unit		90.00 per unit			
In excess of 10 plots/ units	650.00 for 10 (plus 35.00 per each additional unit)		900.00 for 10 (plus 35.00 per each additional unit)			
Creation of a new street	160.00	0.00	160.00	200.00	0.00	200.00
Amending a previously confirmed naming and numbering schedule (per unit)	45.00	0.00	45.00	50.00	0.00	50.00
Cemeteries and Burials						
Exclusive right of burial – Full Plot						
Flat Plaque - resident	990.00	0.00	990.00	1,090.00	0.00	1,090.00
Full Kerb Set - resident	1,230.00	0.00	1,230.00	1,350.00	0.00	1,350.00
Headstone Only - resident	1,070.00	0.00	1,070.00	1,180.00	0.00	1,180.00
Exclusive right of burial – Half Plot						
Flat Plaque - resident	495.00	0.00	495.00	540.00	0.00	540.00
Headstone Only - resident	540.00	0.00	540.00	590.00	0.00	590.00
Interment Fees (Coffin only) Adults 16 years and over						
Re-Open for 1 resident	880.00	0.00	880.00	970.00	0.00	970.00
New or Re-Open for 2 - resident	1,050.00	0.00	1,050.00	1,160.00	0.00	1,160.00
New or Re-Open for 3 resident	1,230.00	0.00	1,230.00	1,350.00	0.00	1,350.00
Open for 4 resident (adv. purchased graves only)	1,400.00	0.00	1,400.00	1,540.00	0.00	1,540.00
Unpurchased Common grave (any depth) – resident	575.00	0.00	575.00	630.00	0.00	630.00
Burial of Cremated Remains – resident	360.00	0.00	360.00	400.00	0.00	400.00
Interment Fees (Coffin only) Children (over 12 months, under 16yrs)						
Re-Open for 1 resident	430.00	0.00	430.00	470.00	0.00	470.00
New or Re-Open for 2 resident	510.00	0.00	510.00	560.00	0.00	560.00
New or Re-Open for 3 resident	595.00	0.00	595.00	650.00	0.00	650.00
Open for 4 resident (adv. purchased graves only)	675.00	0.00	675.00	740.00	0.00	740.00
Common grave (any depth) – resident	370.00	0.00	370.00	410.00	0.00	410.00
Burial of Cremated Remains – resident	0.00	0.00	0.00	0.00	0.00	0.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Interment Fees (Coffin only) Stillborn and up to 12 months						
Re-Open for 1 resident	0.00	0.00	0.00	0.00	0.00	0.00
Re-Open for 1 non resident	550.00	0.00	550.00	610.00	0.00	610.00
New or Re-Open for 2 - resident	0.00	0.00	0.00	0.00	0.00	0.00
New or Re-Open for 2 non resident	650.00	0.00	650.00	720.00	0.00	720.00
New or Re-Open for 3 resident	0.00	0.00	0.00	0.00	0.00	0.00
New or Re-Open for 3 - non resident	740.00	0.00	740.00	810.00	0.00	810.00
Open for 4 resident (adv. purchased graves only)	0.00	0.00	0.00	0.00	0.00	0.00
Open for 4 non-resident (adv. purchased graves only)	860.00	0.00	860.00	950.00	0.00	950.00
Common grave (any depth) – resident	0.00	0.00	0.00	0.00	0.00	0.00
Common grave (any depth) – non resident	370.00	0.00	370.00	410.00	0.00	410.00
Burial of Cremated Remains – resident	230.00	0.00	230.00	250.00	0.00	250.00
Casket (Additional cost)						
Re-Open for 1 resident	205.00	0.00	205.00	230.00	0.00	230.00
New or Re-Open for 2 resident	415.00	0.00	415.00	460.00	0.00	460.00
New or Re-Open for 3 resident	615.00	0.00	615.00	680.00	0.00	680.00
Open for 4 resident (adv. purchased graves only)	815.00	0.00	815.00	900.00	0.00	900.00
Use of Chapel						
Resident	175.00	0.00	175.00	190.00	0.00	190.00
Temporary Markers						
Resident	25.00	0.00	25.00	30.00	0.00	30.00
Other						
Annual planting of graves	100.00	0.00	100.00	110.00	0.00	110.00
Search fees	20.00	0.00	20.00	20.00	0.00	20.00
Transfer fees	60.00	0.00	60.00	60.00	0.00	60.00
Fees for interments in existing vaults or other special requests	price on application			price on application		
Monumental Licence Fees						
Headstone & Base – Resident	260.00	0.00	260.00	290.00	0.00	290.00
Half kerbs – Resident	80.00	0.00	80.00	90.00	0.00	90.00
Full kerbs – Resident	150.00	0.00	150.00	170.00	0.00	170.00
Flat Plaque – Resident	175.00	0.00	175.00	190.00	0.00	190.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Additional ornamentation (in addition to Monumental Licence fees)						
This charge includes the first inscription where appropriate.						
For small items such as vases, photo plaques, chippings etc. - Resident	120.00	0.00	120.00	130.00	0.00	130.00
For small items such as vases, photo plaques, chippings etc.	120.00	0.00	120.00	130.00	0.00	130.00
For larger items such as a plaque, desk top** or similar, ledger slabs, books, etc.- Resident	175.00	0.00	175.00	190.00	0.00	190.00
Replacement memorial (as originally permitted) – Resident	65.00	0.00	65.00	70.00	0.00	70.00
Arrange Funeral under th Public Health (Control of Disease) Act 1984 - including a full property search	550.00	0.00	550.00	610.00	0.00	610.00
Arrange Funeral under th Public Health (Control of Disease) Act 1984 - without the need of a property search	250.00	0.00	250.00	280.00	0.00	280.00
Household Waste Collection Services						
Garden Waste Collection - Annual Subscription (240 litre bin)	50.00	0.00	50.00	54.00	0.00	54.00
Garden Waste Collection - Annual Subscription (140 litre bin)	34.50	0.00	34.50	37.00	0.00	37.00
Garden Waste Collection – per bag	1.00	0.00	1.00	1.50	0.00	1.50
Bulky Waste Collection (Less than four items)	28.00	0.00	28.00	30.00	0.00	30.00
Fridge/Freezer Collections (Per item)	18.00	0.00	18.00	20.00	0.00	20.00
Metal Collection (Less than three items)	12.00	0.00	12.00	13.00	0.00	13.00
Garden Waste Collection – Bin Swaps	0.00	0.00	0.00	10.00	0.00	10.00
Trade Waste Collection Services						
	Quotations provided on request			Quotations provided on request		

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
The Woodville (Theatre Services)						
Box Office						
Booking fee - per ticket	1.50	0.00	1.50	2.00	0.00	2.00
Handling fee for print & postage per booking	0.00	0.00	0.00	2.50	0.00	2.50
Commission for box office sales (all income)	3%	-	3%	3%	-	3%
Packages (* = VAT levied on some parts of the package, total price shown includes VAT elements)						
Wedding (8 hours)	4,166.7	833.3	5,000.0	4,166.7	833.3	5,000.0
Catering (* = VAT may be levied dependent on circumstances)						
Kitchen Hire Service	500.00	0.00	500.00	100.00	0.00	100.00
Corkage	600.00	0.00	600.00	600.00	0.00	600.00
Lighting System Service (* = VAT may be levied dependent on circumstances)						
Additional Staffing - technical, security etc	18.00 per hour (min 3 hours)		18.00 per hour (min 3 hours)	19.50 per hour (min 4 hours)		19.50 per hour (min 4 hours)
Main Hall and Supporting Facilities (* = VAT may be levied dependent on circumstances)						
Dismantling of Event (per person):						
Hourly charge for first three hours	75.00	0.00	75.00	75.00	0.00	75.00
Get in and Set up of Event (per person):						
Hourly charge for first three hours	150.00	0.00	150.00	150.00	0.00	150.00
Each additional Hour						
Rehearsals- Monday to Sunday <5 hours	680.00	0.00	680.00	680.00	0.00	680.00
Additional hours	200.00	0.00	200.00	200.00	0.00	200.00
Rehearsals- Public Holidays <5 hours	750.00	0.00	750.00	750.00	0.00	750.00
Additional hours	250.00	0.00	250.00	250.00	0.00	250.00
Performing Rights Society and Phonographic Performance Licenses (* = VAT may be levied dependent on circumstances)						
All events	4% Across the board			4% Across the board		
Blake Gallery						
Commercial Use:						
Hourly Rate (min. three hours)	15.00	0.00	15.00	20.00	0.00	20.00
Weekly Rate	200.00	0.00	200.00	200.00	0.00	200.00
Exhibition Preview	150.00	0.00	150.00	150.00	0.00	150.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
Room Hire						
Room Hire Fees						
Studio Weekday						
Hourly rate 8am to 6pm (min 4 hours)	0.00	0.00	0.00	105.00	21.00	126.00
Hourly rate 6pm to midnight (min 4 hours)	0.00	0.00	0.00	138.00	27.60	165.60
Studio Weekend						
Hourly rate 8am to 6pm (min 4 hours)	n/a	n/a	n/a	138.00	27.60	165.60
Hourly rate 6pm to midnight (min 4 hours)	n/a	n/a	n/a	170.00	34.00	204.00
Auditorium Weekday						
Hourly rate 8am to 6pm (min 4 hours)	n/a	n/a	n/a	188.00	37.60	225.60
Hourly rate 6pm - midnight (min 4 hours)	n/a	n/a	n/a	250.00	50.00	300.00
Auditorium Weekend						
Hourly rate 8am to 6pm (min 4 hours)	n/a	n/a	n/a	213.00	42.60	255.60
Hourly rate 6pm - midnight (min 4 hours)	n/a	n/a	n/a	300.00	60.00	360.00
Kent Room Weekday						
Hourly rate 8am to 6pm (min 4 hours)	n/a	n/a	n/a	53.00	10.60	63.60
Hourly rate 6pm - midnight (min 4 hours)	n/a	n/a	n/a	75.00	15.00	90.00
Kent Room Weekend						
Hourly rate 8am to 6pm (min 4 hours)	n/a	n/a	n/a	75.00	15.00	90.00
Hourly rate 6pm - midnight (min 4 hours)	n/a	n/a	n/a	95.00	19.00	114.00
Civic Suite One (30m²) maximum 15 persons):						
Hourly Rate (8am to 6pm)	20.00	0.00	20.00	20.00	0.00	20.00
Hourly Rate (Evenings after 6pm & Weekend)	35.00	0.00	35.00	35.00	0.00	35.00
Civic Suite Three (12m²) maximum 8 persons):						
Hourly Rate (8am to 6pm)	10.00	0.00	10.00	10.00	0.00	10.00
Hourly Rate (Evenings after 6pm & Weekend)	20.00	0.00	20.00	20.00	0.00	20.00
Civic Suite Four (35m²) maximum 20 persons):						
Hourly Rate (8am to 6pm)	20.00	0.00	20.00	20.00	0.00	20.00
Hourly Rate (Evenings after 6pm & Weekend)	35.00	0.00	35.00	35.00	0.00	35.00
Council Chamber (142m²) maximum 100 persons):						
Hourly Rate (8am to 6pm)	40.00	0.00	40.00	40.00	0.00	40.00
Hourly Rate (Evenings after 6pm & Weekend, min. 4 hours)	70.00	0.00	70.00	70.00	0.00	70.00
St Andrews Weekday						
8am - 1pm	0.00	0.00	0.00	210.00	0.00	210.00
1pm - 6pm	0.00	0.00	0.00	210.00	0.00	210.00
6pm - midnight	0.00	0.00	0.00	300.00	0.00	300.00
Additional hourly rate	0.00	0.00	0.00	42.00	0.00	42.00

Description of Charge	2022-23 -Charge			2023-24-Charge		
	Net (£)	VAT (£)	Gross (£)	Net (£)	VAT (£)	Gross (£)
St Andrew's Weekend						
8am - 1pm	0.00	0.00	0.00	300.00	0.00	300.00
1pm - 6pm	0.00	0.00	0.00	300.00	0.00	300.00
6pm - midnight	0.00	0.00	0.00	300.00	0.00	300.00
Additional hourly rate	0.00	0.00	0.00	60.00	0.00	60.00
St Georges Arts Centre						
Main gallery						
Hourly rate - minimum 3 hours	0.00	0.00	0.00	18.00	0.00	18.00
Day rate (10am to 6pm)	0.00	0.00	0.00	65.00	0.00	65.00
Weekly rate (Install Monday, open Tuesday to Sunday)	0.00	0.00	0.00	250.00	0.00	250.00
Half main gallery space, weekly rate (Install Monday, open Tuesday to Sunday)	0.00	0.00	0.00	150.00	0.00	150.00
Café wall exhibition Weekly rate per wall						
Café Wall exhibition Weekly rate per wall	0.00	0.00	0.00	100.00	0.00	100.00
Café Window ledges weekly rate all ledges						
Café Window ledges weekly rate all ledges	0.00	0.00	0.00	50.00	0.00	50.00
Exhibition consultant support (8 hours) daily rate						
Exhibition consultant support (8 hours) daily rate	0.00	0.00	0.00	120.00	0.00	120.00
Flyer Design and print (1000 flyers)						
Flyer Design and print (1000 flyers)	0.00	0.00	0.00	500.00	0.00	500.00
Exhibition Labels design and print (maximum 100)						
Exhibition Labels design and print (maximum 100)	0.00	0.00	0.00	250.00	0.00	250.00
Preview evening (3 hours Monday to Friday)						
Preview evening (3 hours Monday to Friday)	0.00	0.00	0.00	150.00	0.00	150.00
Gateway Desk/ Room Rate						
Gateway daily desk rate (9am to 5pm)						
Gateway daily desk rate (9am to 5pm)	57.00	0.00	57.00	57.00	0.00	57.00
Gateway half day desk rate (9am to 5pm)						
Gateway half day desk rate (9am to 5pm)	28.50	0.00	28.50	28.50	0.00	28.50
Gateway daily room rate (9am to 5pm)						
Gateway daily room rate (9am to 5pm)	70.00	0.00	70.00	70.00	0.00	70.00
Gateway half day room rate (9am to 5pm)						
Gateway half day room rate (9am to 5pm)	35.00	0.00	35.00	35.00	0.00	35.00
Hourly Rate (Evenings after 6pm & Weekend)						
Hourly Rate (Evenings after 6pm & Weekend)	32.00	0.00	32.00	32.00	0.00	32.00
Catering (* = VAT may be levied dependent on circumstances)						
Buffet Selections – quotes on request but from:						
Buffet Selections – quotes on request but from:	5.00	0.00	5.00	5.00	0.00	5.00
Tea, Coffee, Biscuits (per head)						
Tea, Coffee, Biscuits (per head)	1.80	0.00	1.80	1.80	0.00	1.80
Equipment Hire (* = VAT may be levied dependent on circumstances)						
Conference Phone (per day)						
Conference Phone (per day)	60.00	0.00	60.00	60.00	0.00	60.00
Flipchart/Markers (per day)						
Flipchart/Markers (per day)	15.00	0.00	15.00	15.00	0.00	15.00
Laptop (per day)						
Laptop (per day)	55.00	0.00	55.00	55.00	0.00	55.00
Overhead Projector & Screen (per day)						
Overhead Projector & Screen (per day)	20.00	0.00	20.00	20.00	0.00	20.00
PA System (per day)						
PA System (per day)	55.00	0.00	55.00	55.00	0.00	55.00
Projector & Screen:						
Per day	180.00	0.00	180.00	180.00	0.00	180.00
Per hour						
Office Services – General photocopying (* = VAT may be levied dependent on circumstances)						
Black & White, per sheet, max. 50 sheets						
Black & White, per sheet, max. 50 sheets	0.10	0.00	0.10	0.10	0.00	0.10
Colour, per sheet, max.50 sheets						
Colour, per sheet, max.50 sheets	0.30	0.00	0.30	0.30	0.00	0.30
Laminating (per sheet)						
Laminating (per sheet)	1.00	0.00	1.00	1.00	0.00	1.00
Advertising – Your Borough Magazine						
External Charge for advertising space. Typical one page charges start from:						
External Charge for advertising space. Typical one page charges start from:	825.00	165.00	990.00	825.00	165.00	990.00
Partner Charge for advertising space. Typical one page charges start from:						
Partner Charge for advertising space. Typical one page charges start from:	725.00	145.00	870.00	725.00	145.00	870.00