

Bassetlaw District Council Fees & Charges 2026/27

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Foreword

Below is the schedule of fees & charges for Bassetlaw District Council, effective from 1st April 2026 (unless otherwise stated in the schedule).

This schedule contains fees that are ‘Discretionary’ (Fee set and agreed locally), and charges which are ‘Statutory’ (Fee set by central government).

Although some fees are covered by legislation, the Council still has the discretion to determine these locally. All of these fees will fall under the ‘Discretionary’ fees.

All Discretionary fees & charges are set in accordance with the Council’s Charging Policy.

Fees and Charges may be subject to a further review during the 2026/2027 financial year.

All fees stated are displayed in Great British Pounds and are inclusive of VAT at the standard rate of 20% unless otherwise stated.

Directorate of the Chief Executive

Human Resources

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Human Resources	Trade Union Administration Charge	1.5%	1.5%

Directorate of Corporate Resources

Elections

All below 'Elections' fees are outside the scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Elections – Non-Statutory	Certificate of Residence	0.00	0.00
Sale of Full/Edited Register: Data form*	Fixed Price	20.00	20.00
	Per 1000 Entries	1.50	1.50
Sale of Full/Edited Register: Printed form*	Fixed Price	10.00	10.00
	Per 1000 Entries	5.00	5.00
Sale of Marked Register & Marked absent Voting Lists: Data Form**	Fixed Price	10.00	10.00
	Per 1000 Entries	1.00	1.00
Sale of Marked Register & Marked absent Voting Lists: Printed Form**	Fixed Price	10.00	10.00
	Per 1000 Entries	2.00	2.00

*The Representation of the People (England and Wales) Regulations 2001

** The Representation of the People (Amendment) Regulations 2008

CON29 Requests

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Con 29 Individual Requests: Planning Questions	1.1 a-i	21.00	22.00
Building Control Questions	1.1 j-l	14.67	16.00
Planning Question	1.2	10.00	11.00
Highways	3.3	4.20	4.50
Planning, Highways and Environmental Health Questions	3.7	4.20	4.50
Building Control Question	3.8	3.20	3.40

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Planning Question	3.9	3.20	3.40
Planning Question	3.10	12.59	13.00
Planning Question	3.11	3.20	3.40
Planning, Highways and Environmental Health Questions	3.12	6.50	6.90
Environmental Health	3.13	4.20	4.50
Environmental Health	3.14	4.20	4.50
Legal Question	3.15	7.60	8.10

Land Charges

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Land Charges	CON29 (R)	137.00	142.00
-	CON (O) Part II Each	23.00	24.00
-	CON (O) Part II Q.22	51.00	53.00
Other Income Charges	Solicitors' own questions on Official Search	35.00	36.00
-	Additional Parcels	31.00	32.00
-	Duplicate Search	19.50	20.00
-	CON29 ONLY Searches (Admin Fee)	18.50	19.00

Legal Fees

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Non-Statutory Fees	Auction Sales (per sale)	739.00	767.00
-	Copy lease	51.00	53.00
-	Copy section 106 agreement	51.00	53.00
-	Copy tree preservation order	21.00	22.00
-	Deed of Covenant, Purchase of Council Property	87.00	90.00
-	Deed of Covenant, Purchase of Public Open Space	891.00	925.00
-	Deed of Easement	447.00	464.00
-	Deed of Variation / Rectification	223.00	231.00
-	Deeds Release	87.00	90.00
-	Letter of Postponement	123.00	128.00
-	Licence to Assign: To approve	311.00	323.00
-	Licence to Assign: To prepare	384.00	399.00
-	Mortgage Redemption	123.00	128.00
-	Notice of Assignment per Document	88.00	91.00
-	Repayment of Discount	156.00	162.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	Replying to Leasehold Enquiries	123.00	128.00
-	Sealing fee	72.00	75.00
-	Section 278 Agreement (including Bond)	669.00	694.00
-	Section 38 Agreement	669.00	694.00
-	To approve and prepare S106 Agreement ** (Outside the Scope of VAT)	6%	6%

**capped at £5,125 per agreement

Licenses - Discretionary

All Below 'Licenses' fees are outside the scope of VAT unless otherwise stated.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Acupuncture, Tattooing, Ear Piercing & Electrolysis	Person	72.00	75.00
-	Premises	176.00	183.00
Boarding Dogs in Kennels	1 Year Licence Fee	303.00	315.00
-	2 Year Licence Fee	433.00	449.00
-	3 Year Licence Fee	561.00	582.00
-	Application Fee - New Application	276.00	286.00
-	Application Fee - Renewal	202.00	210.00
-	Reinspection Fee	116.00	120.00
Day-care for Dogs	1 Year Licence Fee	231.00	240.00
-	2 Year Licence Fee	321.00	333.00
-	3 Year Licence Fee	414.00	430.00
-	Application Fee - New Application	228.00	237.00
-	Application Fee - Renewal	203.00	211.00
-	Reinspection Fee	79.00	82.00
Dog Breeding	1 Year Licence Fee	287.00	298.00
-	2 Year Licence Fee	437.00	454.00
-	3 Year Licence Fee	577.00	599.00
-	Application Fee - New Application	396.00	411.00
-	Application Fee - Renewal	280.00	291.00
-	Reinspection Fee	116.00	120.00
Hiring of Horses	1 Year Licence Fee	179.00	186.00
-	2 Year Licence Fee	242.00	251.00
-	3 Year Licence Fee	306.00	318.00
-	Application Fee - New Application	297.00	308.00
-	Application Fee - Renewal	235.00	244.00
-	Reinspection Fee	74.00	77.00
Home Boarding Dogs and Boarding for Cats	1 Year Licence Fee	223.00	231.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	2 Year Licence Fee	297.00	308.00
-	3 Year Licence Fee	370.00	384.00
-	Application Fee - New Application	265.00	275.00
-	Application Fee - Renewal	205.00	213.00
-	Reinspection Fee	80.00	83.00
Keeping or Training Animals for Exhibition	3 Year Licence Fee	294.00	305.00
-	Application Fee - New Application	310.00	322.00
-	Application Fee - Renewal	207.00	215.00
-	Reinspection Fee	116.00	120.00
Laser intense pulse light treatment	Person	53.00	55.00
-	Premises	196.00	203.00
Massage/Special Treatment	Additional Registration	52.00	54.00
-	Annual	196.00	203.00
Other Licenses	Dangerous Wild Animals	218.00	226.00
-	Greyhound Racetrack Welfare	138.00	143.00
-	Pleasure Boats	95.00	99.00
-	Zoo (5 Years)	2045.00	2045.00
Other Treatments - Saunas, Sunbeds etc.	Annual	138.00	143.00
Park Homes Fees	Annual Fee Per Pitch	16.00	16.00
-	Application Fee Per Pitch	10.00	10.00
-	Condition Fee (per condition on FPPA)	89.00	89.00
-	Deposit of Site Rules	147.00	147.00
-	Fit and Proper Person Assessment	365.00	365.00
-	Initial Application Fee	646.00	646.00
-	Transfer/Amendment (Basic)	199.00	199.00
-	Transfer/Amendment (Complex)	288.00	288.00
Pavement Licenses	Pavement Licence (2 years)	500.00	500.00
Promotional Pitches Daily Rates	Cleaning Charge	64.00	66.00
(VAT Inclusive)	Long Term hire of a pitch (6 months or more)	20.00%	20.00%
-	Monday to Friday	83.00	86.00
-	Monday to Friday with a trailer (Large)	141.00	146.00
-	Monday to Friday with a trailer (Std)	103.00	107.00
-	Saturday and Sunday	94.00	98.00
-	Saturday and Sunday with a trailer (Large)	167.00	173.00
	Saturday and Sunday with a trailer (Std)	115.00	119.00
Roadside Catering	New	697.00	723.00
	Renewal - Annual Consent	379.00	393.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Scrap Metal – Variation	Collectors to Site	284.00	295.00
(Change of License type)	Other	49.00	51.00
	Site to Collectors	68.00	71.00
Scrap Metal Dealers	Collectors Licence - Grant/Renewal (3 years)	141.00	146.00
	Site Licence - Grant (3 years)	396.00	411.00
	Site Licence - Renewal (3 years)	324.00	336.00
Selling Animals as Pets	1 Year Licence Fee	229.00	238.00
	2 Year Licence Fee	303.00	315.00
	3 Year Licence Fee	380.00	394.00
	Application Fee - New Application	265.00	275.00
	Application Fee - Renewal	213.00	221.00
	Reinspection Fee	83.00	86.00
Sex Establishment	Annual	4578.00	4752.00
	Transfer	2831.00	2939.00
	Variation	4578.00	4752.00
Street Trading	Charitable & Community Event Trading	0.00	0.00
	House to House Collections	0.00	0.00
Street Trading – Mobile Trading Consent	Change of Unit Application	97.00	97.00
	Deposit of Unit Plate	51.00	51.00
	For third and each additional assistant ID Badge	10.00	10.00
	Hire of Unit Plate	27.00	27.00
	New Application - 12 months	480.00	480.00
	New Application - 6 months	431.00	431.00
	Renewal - 12 Months or less	480.00	480.00
	Renewal - 6 Months	431.00	431.00
	Replace Lost/Damaged ID Badge	10.00	10.00
	Replace Lost/Damaged Plate	51.00	51.00
	Transfer of Death/Incapacity	41.00	41.00
Street Trading – Special Events Trading Consent	1-20 Traders	202.00	202.00
	20+ Traders	355.00	355.00
Street Trading – Street Collection Permits	Street Collection Permits	0.00	0.00
Street Trading - Street Trading Consent	Change of Unit Application	61.00	61.00
	Deposit of Unit Plate	51.00	51.00
	For third and each additional assistant ID Badge	10.00	10.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
	Hire of Unit Plate	27.00	27.00
	New Application - 12 months or less	929.00	929.00
	New Application - 6 months	627.00	627.00
	Renewal - 12 Months or less	797.00	797.00
	Renewal - 6 Months	528.00	528.00
	Replace Lost/Damaged ID Badge	10.00	10.00
	Replace Lost/Damaged Plate	51.00	51.00
	Transfer of Death/Incapacity	41.00	41.00
Hackney Carriages	Deposit on Licence Plate	52.00	54.00
-	Hire of Licence Plate	28.00	29.00
-	Six Monthly Test (for vehicles over five years old)	155.00	161.00
-	Vehicle (Annual)	320.00	332.00
-	Vehicle (Annual)-Discount fully electric & hydrogen fuel cell vehicles	50.00%	50.00%
-	Vehicle (Annual)-Discount hybrid vehicles meeting policy specification	25.00%	25.00%
-	Vehicle (replacement)	320.00	332.00
-	Vehicle (transfer)	105.00	109.00
Hackney Carriages (VAT Inclusive)	Replace Lost/Damaged Plate	50.00	52.00
Private Hire	Deposit on Licence Plate	52.00	54.00
-	Failure to keep a Test Appointment	76.00	79.00
-	Hire of Licence Plate	28.00	29.00
-	Lifting a Vehicle Suspension Notice	66.00	69.00
-	Operators Licence (3 years)1 vehicle	330.00	343.00
-	Operators Licence (3 years)11-15 vehicles	1986.00	2061.00
-	Operators Licence (3 years)16 + vehicles	3972.00	4123.00
-	Operators Licence (3 years)2-5 vehicles	662.00	687.00
-	Operators Licence (3 years)6-10 vehicles	1324.00	1374.00
-	Operators Licence (5 Years)1 Vehicle	523.00	543.00
-	Operators Licence (5 Years)11-15 Vehicles	3142.00	3261.00
-	Operators Licence (5 Years)16+ Vehicles	6284.00	6523.00
-	Operators Licence (5 Years)2-5 Vehicles	1049.00	1089.00
-	Operators Licence (5 Years)6-10 Vehicles	2094.00	2174.00
-	Re-inspections After 14 days	82.00	85.00
-	Re-inspections Within 14 days	28.00	29.00
-	Replace Lost/Damaged Plate	50.00	52.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	Six Monthly Test (for vehicles over five years old)	155.00	161.00
-	Vehicle (Annual)	320.00	332.00
-	Vehicle (Annual)-Discount fully electric & hydrogen fuel cell vehicles	50.00%	50.00%
-	Vehicle (Annual)-Discount hybrid vehicles meeting policy specification	25.00%	25.00%
-	Vehicle (replacement)	320.00	332.00
-	Vehicle (transfer)	105.00	109.00
Combined Hackney: Carriage/Private Hire Drivers	1 year	136.00	141.00
-	2 years	194.00	201.00
-	3 years	247.00	256.00
-	Issue of Duplicate Licence	9.00	9.30
-	Knowledge Test	57.00	59.00
-	Replacement ID Badge	27.00	28.00
Combined Hackney: Special Event Vehicles – Stretched Limos	Annual	333.00	346.00
-	Licence Plates	18.00	19.00
-	Six Monthly Test	171.00	177.00

Licensing - Statutory

All below 'Licensing' fees are outside the scope of VAT unless otherwise stated.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Gambling Act 2005 – Permit Fees	Club Gaming Machine Permit Annual Fee	50.00	50.00
-	Club Gaming Machine Permit Copy of Permit	15.00	15.00
-	Club Gaming Machine Permit Existing Operator Grant	100.00	100.00
-	Club Gaming Machine Permit Grant	200.00	200.00
-	Club Gaming Machine Permit Grant (Club Premises Certificate Holder)	100.00	100.00
-	Club Gaming Machine Permit Renewal	200.00	200.00
-	Club Gaming Machine Permit Renewal (Club Premises Certificate Holder)	100.00	100.00
-	Club Gaming Machine Permit Variation	100.00	100.00
-	Club Gaming Permit Annual Fee	50.00	50.00
-	Club Gaming Permit Copy of Permit	15.00	15.00
-	Club Gaming Permit Existing Operator Grant	100.00	100.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	Club Gaming Permit Grant	200.00	200.00
-	Club Gaming Permit Grant (Club Premises Certificate Holder)	100.00	100.00
-	Club Gaming Permit Renewal	200.00	200.00
-	Club Gaming Permit Renewal (Club Premises Certificate Holder)	100.00	100.00
-	Club Gaming Permit Variation	100.00	100.00
-	Family Entertainment Centre Gaming Machine Application Fee	300.00	300.00
-	Family Entertainment Centre Gaming Machine Change of Name	25.00	25.00
-	Family Entertainment Centre Gaming Machine Copy of Permit	15.00	15.00
-	Family Entertainment Centre Gaming Machine Existing Operator Grant	100.00	100.00
-	Family Entertainment Centre Gaming Machine Renewal Fee	300.00	300.00
-	Licensed Premises Gaming Machine Permit Copy of Permit	15.00	15.00
-	Licensed Premises Gaming Machine Permit Annual Fee	50.00	50.00
-	Licensed Premises Gaming Machine Permit Change of Name	25.00	25.00
-	Licensed Premises Gaming Machine Permit Existing Operator Grant	100.00	100.00
-	Licensed Premises Gaming Machine Permit Grant	150.00	150.00
-	Licensed Premises Gaming Machine Permit Transfer	25.00	25.00
-	Licensed Premises Gaming Machine Permit Variation	100.00	100.00
-	Prize Gaming Application Fee	300.00	300.00
-	Prize Gaming Change of Name	25.00	25.00
-	Prize Gaming Copy of Permit	15.00	15.00
-	Prize Gaming Existing Operator Grant	100.00	100.00
-	Prize Gaming Renewal Fee	300.00	300.00
-	Small Society Lottery Registration Annual Fee	20.00	20.00
-	Small Society Lottery Registration Application Fee	40.00	40.00
Licensing Act 2003	Alcohol Licences Premises Automatic Notification Process On Notification	50.00	50.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	AlcoholGrant/renewal of personal licence	37.00	37.00
-	Application for a provisional statement where premises being built etc.	315.00	315.00
-	Application for grant/renewal of a personal licence	37.00	37.00
-	Application for transfer of premises licence	23.00	23.00
-	Application to vary licence to specify individual as premises supervisor	23.00	23.00
-	Duty to notify change of name/address	10.50	10.50
-	Interim authority notice following death etc. of licence holder	23.00	23.00
-	Notification of change of name or alteration of rules of club	10.50	10.50
-	Notification of change of name/address	10.50	10.50
-	Premises Licence - AnnualNDRV £0 - £4,300	70.00	70.00
-	Premises Licence - AnnualNDRV £125,001 and over	350.00	350.00
-	Premises Licence - AnnualNDRV £33,001 - £87,000	295.00	295.00
-	Premises Licence - AnnualNDRV £4,301 - £33,000	180.00	180.00
-	Premises Licence - AnnualNDRV £87,001 - £125,000	320.00	320.00
-	Premises Licence - Grant/Variation NDRV £0 - £4,300	100.00	100.00
-	Premises Licence - Grant/Variation NDRV £125,001 and over	635.00	635.00
-	Premises Licence - Grant/Variation NDRV £33,001 - £87,000	315.00	315.00
-	Premises Licence - Grant/Variation NDRV £4,301 - £33,000	190.00	190.00
-	Premises Licence - Grant/Variation NDRV £87,001 - £125,000	450.00	450.00
-	Right of freeholder etc. to be notified of licensing matters	21.00	21.00
-	Temporary Event Notice	21.00	21.00
-	Theft, loss etc. of certificate or summary	10.50	10.50
-	Theft, loss etc. of personal licence	10.50	10.50
-	Theft, loss etc. of premises licence or summary	10.50	10.50
-	Theft, loss etc. of temp event notice	10.50	10.50

Shop Mobility

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Shop Mobility* (Zero VAT)	Hire of Wheelchairs - 3 hours	6.00	6.20
-	Hire of Wheelchairs weekly charge	20.00	21.00
-	Membership Fee	10.00	10.00
-	RADAR Keys	9.00	9.30

*All Fees include notification to external organisations where appropriate

Street Naming and Numbering

All below 'Street Naming and Numbering' fees are outside the scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Initially Street Naming and Numbering – Including Consultation and Notification	Admin Fee	110.00	114.00
-	Fee per property up to 50 properties	38.00	39.00
-	Fee per property for every additional	14.40	15.00
-	Fee for delivery of Street Name Plates	23.00	24.00
Other Fees	Adding or Amending a Name or Re-numbering an Existing Individual Property	58.00	60.00
Request for Rename or Numbering of Street	Admin Fee	110.00	114.00
-	Fee per Property for up to 50 Properties	38.00	39.00
-	Fee per Property for every additional	14.40	15.00
Residential New Developments	Adding a "T" Plate (no through road)	67.40	70.00
-	Adding a Street Name Plate Frame & Fitting	218.00	226.00
-	Adding a Street Name Plate only (Onto Building) & Fitting	150.00	156.00
-	Relocate a Street Name Plate	130.00	135.00
Revision of a Street Naming & Numbering Scheme due to Change in Plot Numbers, or Plot Positions (including Consultation and Notification)	Admin Fee	110.00	114.00
-	Fee per Property for up to 50 Properties	38.00	39.00
-	Fee per property for every additional thereafter	14.40	15.00

*Includes the naming of a building and all affected properties (e.g. block of flats)

Finance and Property

Administration Fees & Charges

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Admin Fees	Change of Use	215.00	223.00
-	Compound Licence	564.00	585.00
-	Copy of the Annual Statement of Accounts	20.50	21.00
-	Landlords Consent for Alterations	0.00	0.00
-	Leasehold assignments/extension (RTB) fee	246.00	255.00
-	Requests to release or modify restrictive covenants	677.00	703.00
Assignment Fees	£375 up to £5k rent passing	405.00	420.00
-	£650 above £5k rent passing	702.00	729.00
-	£850 over £10k passing rent	917.00	952.00
New Leases (charged where appropriate)	Admin Fee	272.00	282.00

*The above administration fees and charges can be waived.

** Between £150 to £250 depending upon complexity of the works proposed

Car Parks

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
All Car Parks (Cash)	Up to 1 hour **	0.50-1.00*	1.00
-	1 to 2 hours	1.00-2.00*	2.00
-	2 to 3 hours	2.00-3.00*	3.00
-	3+ Hours (All Day)	4.00*	6.00
All Car Parks (RingGo)	Up to 1 hour **	0.50-1.00*	0.80
-	1 to 2 hours	1.00-2.00*	1.60
-	2 to 3 hours	2.00-3.00*	2.40
-	3+ Hours (All Day)	4.00*	4.80
Season Ticket	12 months	669.50	695.00
-	6 months	335.00	348.00
-	3 months	167.50	174.00
Car Parks	Residents Parking Dispensation for Designated Residents for Chapel Walk	30.00	31.00
-	Car Parking (per month, per market day)	3.30	3.40
-	Day Coach Parking	7.80	8.10

*Car Parking fees have been restructured for the 26/27 Financial Year. The fee listed under 'Previous Year 25/26' shows the range that was previously charged across the different types of car park (Shoppers/Visitors/Leisure) within the district.

**Up to one hour's parking is offered for free at the following car parks: Worksop – Queens Street; Priorswell Road; Kilton Road; Prospect Precinct; Langold Country Park; Retford – West Street

Estates

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Estates Charges	Admin charge for Access Licence	27.70	29.00
Estates Charges (VAT Exempt)	Pedestrian Access Leisure (annual charge)	41.00	43.00
-	Retrospective Consent	54.00	56.00
-	Vehicular Access Leisure (annual charge)	51.00	53.00

Property Fees & Charges

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Sales Fees #	*Auction Sales (fee to be recovered as agreed with auctioneer)	2% to 5%	2% to 5%
-	Garden Land Sales - Surveyors fees/Legal costs. Includes upfront non-refundable £50 application fee.	286.00	286.00
-	Sales - 1% to 5% of sale price (including legal fees plus VAT. Minimum fee £200)	1% to 5%	1% to 5%

*Percentage fee agreed with auctioneer prior.

VAT liability will follow main supply

Retford Town Hall

(All charges include an insurance premium in respect of Public Liability Insurance)

Please be advised that the hourly room hire charges at Retford Town Hall are VAT Exempt.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Room Hire Costs* (Hourly)	Ballroom with Stage & Ante Room	Amended Fee**	30.00
-	Council Chambers	Amended Fee**	30.00
Kitchen (inclusive of gas consumed)	Dinner or Running Buffet/Refreshments	82.00	85.00
-	Coffee/Tea – per person	3.10	3.20
Hire of Equipment	Flip Chart & Pens	17.40	18.00
-	Tables (Including Tablecloths)	25.60	26.00
-	OHP Projector	57.00	60.00
-	LCD Projector	106.00	110.00
Civil Ceremony	Civil Ceremony – Not inclusive of any registrar fees	220.00	230.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Deposits, Surcharges & Access	Access to pre booked venue day before event, hourly rate to a maximum of 3 hours	21.50	21.50
-	Booking Charge (deductible upon final invoice)	50.00	50.00
-	Room hire deposit for one-off bookings – payable in advance	100.00	100.00
-	Room hire deposit for regular (Weekly/Monthly) bookings	10%	10%

*Additional security and staffing costs may be payable, which will be agreed at time of booking where applicable.

**The fee structure for our Town Hall fees has been reviewed for the 26/27 financial year. The previous fee structure is available to view on our 25/26 schedule of Fees & Charges, which can be found on the Bassetlaw website.

***Bar service bookable through concessionaire, details available upon request.

Worksop Town Hall

(All charges include an insurance premium in respect of Public Liability Insurance)

Please be advised that the hourly room hire charges at Worksop Town Hall are inclusive of VAT at the standard rate of 20%

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Room Hire Costs* (Hourly)	Assembly Room (with Stage and Ante room)	Amended Fee**	30.00
-	Venetian Room	Amended Fee**	20.00
Kitchen (inclusive of gas consumed)	Dinner or Running Buffet/Refreshments	68.00	70.00
-	Coffee/Tea - per person	3.10	3.20
Hire of Equipment	Flip Chart & Pens	17.40	18.00
-	Tables (Including Tablecloths)	25.60	26.00
-	OHP Projector	57.00	60.00
-	LCD Projector	106.00	110.00
Civil Ceremony	Civil Ceremony – Not inclusive of any registrar fees	220.00	230.00
Deposits, Surcharges & Access	Access to pre booked venue day before event, hourly rate to a maximum of 3 hours	21.50	21.50
-	Booking Charge (deductible upon final invoice)	50.00	50.00
-	Room hire deposit for one-off bookings – payable in advance	100.00	100.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	Room hire deposit for regular (Weekly/Monthly) bookings	10%	10%

*Additional security and staffing costs may be payable, which will be agreed at time of booking where applicable.

**The fee structure for our Town Hall fees has been reviewed for the 26/27 financial year. The previous fee structure is available to view on our 25/26 schedule of Fees & Charges, which can be found on the Bassetlaw website.

***Bar service bookable through concessionaire, details available upon request.

Revenues and Benefits

Administration Fees & Charges

All below 'Administration Fees & Charges' are outside the scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Non-Payment of Council Tax / Business Rates	Council Tax Summons	70.00	70.00
	Business Rates Summons	100.00	100.00
Administrative Penalty (Ad Pens) - CTR only	Percentage of Recoverable Payment	50%	50%

Directorate of Regeneration & Neighbourhoods

Neighbourhoods

Allotments

All below 'Allotments' fees are Outside the Scope of VAT

Detailed Charge	Fee Name	Current Year 2026/27	Proposed Next Year 2027/28
Rental Charges	Rental per square metre	0.159	0.165

Note: The council is required to give one year's notice of price increase to all allotment holders. As such the above allotment charges are proposed for the following financial year 2027/28

Cemeteries

All below 'Cemeteries' fees are Outside the Scope of VAT unless otherwise stated.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Cemeteries - Sundries	Copy of Deed / Transfer Certificate to owner only (Double fee if owner is non resident of Bassetlaw)	52.00	55.00
-	Every Inscription after the first, All Renovations + Replace Like for Like, Vase Before and After 2013 Permit.	127.00	135.00
-	Exhumation Cremated Remains, (plus new grave charges if Bassetlaw Cemeteries)	924.00	960.00
-	Exhumation full grave, (plus new grave charges if Bassetlaw Cemeteries)	1584.00	1645.00
-	Grave Buy-Back at original price paid	Original Price	Original Price
-	Late Cemetery arrival charge to Funeral Directors - After first 15 minutes	253.00	265.00
-	Late Paperwork / Forms penalty charge	143.00	150.00
-	New Lawn Memorial, kerb set Memorial, *Tree & Plaque or Rights to Construct a Vault	248.00	260.00
-	Plaque to be placed on bench with 20 years Rights	451.00	470.00
-	Price per Year - Re-Purchase grave after 99 years, includes Exclusive Rights of Burial Deed and Memorial Rights (Min. 10yrs, Max. 99 yrs.)	29.00	30.00
-	Transfer Rights of Burial Per Grave (Double fee if owner is non resident of Bassetlaw)	83.00	90.00
Cemeteries – Sundries (VAT Inclusive)	Cremation plaque Permit Rights, (Tree only Retford Cemetery)	182.00	190.00
-	Family History / Grave Search per name	33.00	35.00
-	Tree & Plaque	248.00	260.00
Packages#"	Burial Package 1 for a 1 deep interment, with purchase, memorial rights & deeds	2294.00	2523.00
-	Burial Package 2 for a 2 deep interment, with purchase, memorial rights & deeds	2365.00	2602.00
-	Burial Package 3 for a 3 deep interment, with purchase, memorial rights & deeds	2437.00	2681.00
-	Child Package 1 Month - 18 Years	0.00	0.00
-	Child Package up to 1 Month	0.00	0.00
-	Cremated Remains Package 1 - ashes burial, memorial rights & deeds	1243.00	1367.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	Cremated Remains" Woodland Package with tree rights & deeds	1859.00	2045.00
-	Re-Open Child Package (Burial)	0.00	0.00
-	Re-Open Child Package (cremated remains)	0.00	0.00
-	Re-Open Cremated Remains Package	572.00	629.00
-	Re-Open for Stillborn and up to 1 month	0.00	0.00
-	Re-Open Package 1 deep with transfer & inscription	1007.00	1108.00
-	Re-Open Package 2 deep with transfer & inscription	1078.00	1186.00
-	Re-Open Package 3 deep with transfer & inscription	1150.00	1265.00
-	Woodland Package" 1 interment with tree rights & deeds	2294.00	2523.00

#A package includes the interment, memorial rights, and deeds. These can be purchased separately or in different combinations as required.

"If the above packages include sundries that are standard rated these will need to be separately identified on the invoice to enable the correct VAT treatment.

NOTES: An excess charge of 100% is applicable to all fees for Interments and purchase of graves for non BDC residents Exceptions will be made if the deceased moved into care or nursing home.

Pre-Purchasing of a grave is no longer available.

Dog Wardens

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Warden Fees	Micro-Chipping*	24.00	25.00
-	Reclaim Fee (stray dog) (Outside the scope of VAT)	73.00	76.00

*Includes both Cats and Dogs.

Food

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
(Environmental Information Regulation 2004)	Safer Food Better Business Diary Refills	8.00	8.30
-	Safer Food Better Business Packs	12.00	12.00
-	Export Certificate (Outside the scope of VAT)	112.00	116.00

Leisure

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Football Pitch Hire (Outside the scope of VAT)	Without Changing Facilities	39.00	40.00
-	With Changing Facilities	78.00	81.00
-	Junior Pitch Hire	30.00	31.00
Other Pitch Hires (Outside the scope of VAT)	Bowls - 1 rink	11.00	11.00
-	Bowls - 2 rinks	17.00	18.00
-	Bowls - 3 rinks	23.00	24.00
-	Bowls - 4 rinks	30.00	31.00
-	Cricket Pitch Hire	77.00	80.00
-	Season Cricket Pitch Hire	492.00	511.00
Other Fees	Parking Bays at Spa Common	45.00	47.00
-	Playground Inspection and report per visit	48.00	50.00
-	Pigeon Liberation	60.00	62.00
-	Plaque to be placed on bench with 20 years rights. (Outside the scope of VAT)	451.00	468.00
Active Communities (VAT Exempt)	Sports Activity Events	6.00	6.50
Park Events (Commercial)	Small scale per day	229.00	238.00

Note: Any bookings which qualify as a 'series of lets' are exempt from VAT, providing all conditions for exemption are met and the option to tax has not been exercised.

Other Fees

All below 'Other Fees' are outside the scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Empty Properties VAT reduction letter	Charge for letter of evidence of empty property (Per Letter)	88.00	91.00
Housing Act 2004 - enforcement notice	Enforcement Notice (Max £350)	350.00	350.00
Housing and Planning act 2016 - Civil Penalties	Civil Penalty	POA	POA
Housing Inspections	Immigration Housing Inspection	146.00	152.00
Primary Authority Partnership Scheme	Environmental Health Officer hourly rate	112.00	116.00
Public Conveniences	Charge for Bridge Street Toilets, Workshop	0.20	0.20

Pollution Control

All below 'Pollution Control' fees are outside the scope of VAT.

(All fees are set by DEFRA and are subject to change during the year)

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Annual Subsistence Charge **	8th and subsequent permits Low/Med/High	198.00	198.00
-	8th and subsequent permits Low/Med/High	314.00	314.00
-	8th and subsequent permits Low/Med/High	473.00	473.00
-	For the 3rd to 7th permits Low/Med/High	385.00	385.00
-	For the 3rd to 7th permits Low/Med/High	617.00	617.00
-	For the 3rd to 7th permits Low/Med/High	924.00	924.00
-	Late payment fee	71.00	71.00
-	Mobile screening and crushing plant for 1st and 2nd permits Low/Med/High	626.00	626.00
-	Mobile screening and crushing plant for 1st and 2nd permits Low/Med/High	1034.00	1034.00
-	Mobile screening and crushing plant for 1st and 2nd permits Low/Med/High	1551.00	1551.00
-	PVR 1 & 11 combined	113.00	113.00
-	PVR 1 & 11 combined	226.00	226.00
-	PVR 1 & 11 combined	341.00	341.00
-	Reduced fee activities High	237.00	237.00
-	Reduced fee activities Low	79.00	79.00
-	Reduced fee activities Med	158.00	158.00
-	Standard process High	1747.00	1747.00
-	Standard process Low	772.00	772.00
-	Standard process Medium	1161.00	1161.00
-	Vehicle refinishers Low/Med/High	228.00	228.00
-	Vehicle refinishers Low/Med/High	365.00	365.00
-	Vehicle refinishers Low/Med/High	548.00	548.00
Application Fees ***	Additional fee for operating without a permit	1188.00	1188.00
-	for the 3rd to 7th applications	985.00	985.00
-	for the 8th and subsequent applications	498.00	498.00
-	Mobile screening and crushing plant	1650.00	1650.00
-	PVR 1 & 11 combined	257.00	257.00
-	PVRI, SWOBs and Dry Cleaners reduced fee activities	155.00	155.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	Reduced fee activities: Additional fee for operating without a permit	71.00	71.00
-	Standard Process	1650.00	1650.00
-	VRs and other reduced fee activities	362.00	362.00
Local Authority – Integrated Pollution Prevention Control Charges (including £99 admin fee)	*Annual subsistence HIGH	2334.00	2334.00
-	*Annual subsistence LOW	1447.00	1447.00
-	*Annual subsistence MEDIUM	1611.00	1611.00
-	Additional fee for operating without a permit	1188.00	1188.00
-	Application	3363.00	3363.00
-	Late payment fee	52.00	52.00
-	Partial transfer	698.00	698.00
-	Substantial variation	3363.00	3363.00
-	Surrender	698.00	698.00
-	Transfer	235.00	235.00
Transfer & Surrender	New operator at low risk reduced fee activity (extra 1- off subsistence charge)	75.00	75.00
-	Reduced fee activities: partial transfer	47.00	47.00
-	Reduced fee activities: transfer	169.00	169.00
-	Standard process partial transfer	497.00	497.00
-	Standard process transfer	169.00	169.00
-	Surrender: all part B activities	497.00	497.00
Temporary Transfer of Mobiles	1st transfer	53.00	53.00
-	Repeat following enforcement or warning	53.00	53.00
Substantial Change	Reduced fee activities	102.00	102.00
-	Standard process	1050.00	1050.00
	Standard process where the substantial change results in a new PPC activity	1650.00	1650.00
Local Authority Prevention Pollution Control Mobile Plant Charges by number of permits	3 to 7 High Subsistence Charge	924.00	924.00
-	8 & over High Subsistence Charge	473.00	473.00
-	8 & over Medium Subsistence Charge	314.00	314.00
-	3 to 7 Medium Subsistence Charge	617.00	617.00

*Where subsistence charges are paid 1/4ly an extra £36 is payable

** Where Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £104 to the above amounts.

*** Where an application for any of the above is for a combined Part B and waste application, add an extra £310

Private Sector Multiple Occupancy Housing

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Private Sector Houses in Multiple Occupancy (Outside the scope of VAT)	Houses in Multiple Occupancy Initial Registration	682.00	708.00
-	Reduced fee for 2nd property (£60 discount)	622.00	648.00
-	Reduced fee for approved Landlord Association Membership (£60 discount)	622.00	648.00
	Reduced fee for Landlord Association membership and 2nd or subsequent property (£120 discount)	562.00	588.00

Note: This charge is applicable every 5 years

Public Health

All below 'Public Health' charges are outside the scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Graffiti & Flyposting	Full Penalty	140.00	140.00
-	Maximum Fine	2500.00	2500.00
Unauthorised Distribution of Literature	Full Penalty	100.00	100.00
-	Maximum Fine	2500.00	2500.00
Abandoning a vehicle	Full Penalty	200.00	200.00
-	Maximum Fine	2500.00	2500.00
Air Pollution (under Sec 19A of the clean air act 1993)	First Penalty	175.00	175.00
-	Repeat Offences	300.00	300.00
Breach of Householder Duty of Care	Full Penalty**	200.00	200.00
-	Maximum Fine	Unlimited Fine	Unlimited Fine
Community Protection Notice	Full Penalty	100.00	100.00
-	Maximum Fine	2500.00	2500.00
Depositing Litter	Full Penalty	100.00	100.00
-	Maximum Fine	2500.00	2500.00
Failure to produce waste authority (waste carriers' licence)	Full Penalty	300.00	300.00
-	Maximum Fine	Unlimited Fine	Unlimited Fine

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Failure to produce waste documents (waste transfer notes)	Full Penalty	300.00	300.00
-	Maximum Fine	Unlimited Fine	Unlimited Fine
Fly-tipping	Removal charge	See Note*	See Note*
-	Full Penalty	400.00	400.00
-	Maximum	Unlimited Fine	Unlimited Fine
Offences relating to waste receptacles (commercial only)	Full Penalty	110.00	110.00
-	Maximum Fine	1000.00	1000.00
Public Health	Application and Initial Inspection	112.00	116.00
-	Hygiene Accreditation Scheme	171.00	178.00
-	Request for Re-Inspection and Re-Rating	171.00	178.00
Public Spaces Protection (Dog Control)	Full Penalty	100.00	100.00
-	Maximum Fine	1000.00	1000.00

*The penalty range specified in Regulations for graffiti/flyposting, and the distribution of printed matter is now £65 to £150 (with a default of £100). It is proposed to raise the Fixed Penalties for these offences from £80, to the default of £100. This will also standardise these penalties with those for Littering, Dog Control and Community Protection Notices.

** The Government has introduced a new Fixed Penalty Notice for the offence of a householder failing in their duty of care to ensure that they only entrust their waste to a licensed waste carrier (previously they could only be prosecuted). The Fixed Penalty range available is £150 to £400. (with a default of £200). This offence is potentially more serious in its consequences than littering, but not as serious an offence as that committed by an individual who then goes on to fly-tip that waste. It is, therefore, appropriate to set the Fixed Penalty at £200, a level that reflects this hierarchy. Although an option within the legislation, this Council does not support a reduced penalty for early payment.

NB - Fly- Tipping removal charges will vary based on the cost to the Council.

Recovery of Textile Banks

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
All Fees	Vehicle and operative per hour	See Note*	See Note*
--	2nd operative if required per hour	See Note*	See Note*
	Storage at CF per day	See Note*	See Note*

*Charges will vary based on cost to the council

These charges apply to the owner of the illegally sited textile banks should they want it back.

Refuse

All below 'Refuse' charges are outside the scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Bulky Items	1 Item	18.00	19.00
-	additional item thereafter (max 9 items)	13.00	13.00
Bulky Items (POPs - Persistent Organic Pollutants (any furniture with foam including sofas, chairs, sofa beds).	1 Item	20.00	20.00
-	additional item thereafter (max 9 items)	15.00	15.00
Green Waste	Wheeled bin collection	38.00	45.00
-	Replacement/charge if failure to return bin at end of subscription	38.00	45.00
Wheeled Bins	Wheeled Bins	43.00	43.00

The listed charge for Green Waste Wheeled Bin Collection relate to 2026/27 and 2027/28. The proposed charge for 2027/28, effective from March 2027, is £45. Replacement/charge if failure to return bin at the end of subscription follows the same pricing structure.

Green waste charges are for the collection period March to November inclusive.

Trade Waste

All below 'Trade Waste' charges are outside the scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Brown Bags	Brown Bags	4.00	4.20
Trade Waste	Duty of Care Form Completion	50.00	52.00
-	Late Payment Fee	107.00	111.00
Wheeled Bin	1100 Litre	16.00	17.00
-	360 Litre	6.00	6.20
-	240 Litre	4.00	4.20

All stated trade waste charges are those of Bassetlaw District Council ONLY.

The total charge is also made up of a Nottinghamshire County Council element which is determined by them.

Trade waste collection on behalf of a private waste contractor is liable to VAT at the standard rate.

Transport

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
MOTs	Brake Test	21.00	22.00
-	Duplicate MOT Certificate	14.00	15.00
-	Emissions Test	12.00	12.00
MOTs (Outside the Scope of VAT)	MOT Re-Test (within 14 days)	0.00	0.00
-	MOT* Test Classes 4, 7 & 5 light	51.00	51.00

*Class 4 – Cars & Vans up to 3 tonnes / Class 7 – Vans & Commercial Vehicles between 3 to 3.5 tonnes / Class 5 Light – Minibuses up to 4 tonnes not exceeding 17 seats.

Water Sampling

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Water Sampling Charges (Outside the scope of VAT)	Analysis of a sample taken during Audit Monitoring (undertaken less frequently for any other specific parameter identified as requiring monitoring by the risk assessment).	587.00	609.00
-	Analysis of a sample taken during Check Monitoring (undertaken frequently for a few important parameters).	119.00	124.00
-	Analysis of a sample taken under regulation 10 (Samples taken from small domestic supplies which serve more than a single user).	30.00	31.00
-	Granting of an Authorisation	53.00	55.00
-	Investigation	53.00	55.00
-	Risk Assessment	53.00	55.00
-	Sampling Visit	53.00	55.00

Growth and Economic Prosperity

Bassetlaw Museum

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Bassetlaw Museum	Commission - Art Gallery	10%	10%
-	Percy Laws Gallery Commission	10%	10%
-	A5 Prints of Photographs	2.20	2.30
-	A4 Prints of Photographs	2.90	3.00
-	Percy Laws Gallery (hire fee per exhibition)	65.00	68.00
-	Archaeological Depositions (Physical) - 5 Boxes	100.00	105.00
-	Archaeological Depositions (Physical) - per box thereafter	34.00	36.00
-	Archaeological Depositions (Digital)	50.00	52.00
-	Room Hire - Daily Charge	60.00	64.00
-	Long Enquiries (over 30 minutes)*	30.00	35.00
-	Copywrite/reproduction fees for imagery**	POA	POA

* Suggested donation amount per hour.

** Fees vary dependent on scope - Schedule of Fees available on request.

Fairs & Circuses

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Site Hire Costs (VAT Exempt)	Costhorpe Recreation Ground	415.00	431.00
-	Site Hire for 3 Days	656.00	681.00
-	Worksop Bracebridge	1624.63	1686.00
-	Retford Churchgate	2829.00	2937.00

Markets

All Below 'Markets' Charges are VAT Exempt unless otherwise stated.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
All Market Penalties (Outside the scope of VAT)	If informed before set up of market	50%	50%
	If not informed before set up of market	100%	100%
Town Centres – Festive Market	Festive Market - per craft stall	18.50	18.50
-	Festive Market - per stall/pitch	26.00	26.00
Retford – Thursday Market	1 Stall	15.00	15.00
-	2 Stalls	28.50	28.50
-	Each Additional Stall	10.50	10.50
-	1 Pitch Fixed (per 10 feet of frontage)	14.50	14.50
Retford – Thursday Market (VAT Inclusive)	1 Pitch (per 10 feet of frontage)	14.50	14.50
-	Extension of Vehicle Pitch (per 6 foot)	9.50	9.50
Retford – Friday Collectors Market	1 Stall	15.00	15.00
-	2 Stalls	25.00	25.00
-	Each Additional Stall	10.50	10.50
-	1 Pitch Fixed (per 10 feet of frontage)	14.50	14.50
Retford – Friday Collectors Market (VAT Inclusive)	1 Pitch (per 10 feet of frontage)	14.50	14.50
-	Extension of Vehicle Pitch (per 6 foot)	10.00	10.00
Retford – Saturday Market	1 Stall	17.00	17.00
-	2 Stalls	31.00	31.00
-	Each Additional Stall	10.50	10.50
-	1 Pitch Fixed (per 10 feet of frontage)	15.50	15.50
-	Casual Trader (extra per market day - Jan-Sept)*	4.00	4.00
-	Casual Trader (extra per market day - Oct to Dec)*	5.50	5.50
Retford – Saturday Market (VAT Inclusive)	1 Pitch (per 10 feet of frontage)	15.50	15.50

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	Extension of Vehicle Pitch (per 6 foot)	10.00	10.00
Retford – Saturday Butter Market	1 Stall (per 10 feet of table)	12.50	12.50
Retford – Farmer’s Market	1 Stall	18.00	18.00
-	2 Stalls	33.50	33.50
-	Each Additional Stall	10.50	10.50
Retford – Other Fees/Charges	Craft Fairs - per stall	14.50	14.50
-	Seating outside Broadstone Pub (per month)	117.00	117.00
-	Corporate Pitch - businesses that only book market days	72.00	72.00
Workshop – Wednesday Market	Each Additional Stall	11.00	11.00
-	1 Stall	15.50	15.50
-	1 Pitch Fixed (per 10 feet of frontage)	15.50	15.50
-	2 Stalls	30.50	30.50
Workshop – Wednesday Market (VAT Inclusive)	Extension of Vehicle Pitch (per 6 foot)	10.50	10.50
-	1 Pitch (per 10 feet of frontage)	15.50	15.50
Workshop – Friday Market	Each Additional Stall	10.50	10.50
-	1 Pitch Fixed (per 10 feet of frontage)	15.00	15.00
-	1 Stall	15.00	15.00
-	2 Stalls	26.00	26.00
Workshop – Friday Market (VAT Inclusive)	Extension of Vehicle Pitch (per 6 foot)	9.50	9.50
-	1 Pitch (per 10 feet of frontage)	15.00	15.00
Workshop – Saturday Market	Casual Trader (extra per market day - Jan-Sept)*	4.00	4.00
-	Casual Trader (extra per market day - Oct to Dec)*	5.50	5.50
-	Each Additional Stall	10.50	10.50
-	1 Stall	14.50	14.50
-	1 Pitch Fixed (per 10 feet of frontage)	14.50	14.50
-	2 Stalls	25.00	25.00
Workshop – Saturday Market (VAT Inclusive)	Extension of Vehicle Pitch (per 6 foot)	9.00	9.00
-	1 Pitch (per 10 feet of frontage)	14.00	14.00
Workshop – Other Fees/Charges	Craft Fairs - per stall	13.00	13.00
-	Corporate Pitch - businesses that book only market days	73.00	73.00

Planning and Place

Building Control: Alterations to a Domestic Dwelling

All below 'Regularisation' and 'Reversion' fees are Outside the Scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Installation of a domestic septic tank, sewage treatment plant or rainwater harvesting system, including associated drainage:	Full Plans Application: Plans & Inspections	447.00	474.00
-	Building Notice Charge	447.00	474.00
-	Regularisation/Reversion Fee *	561.00	595.00
Removal of a single load bearing wall or chimney breast/stack:	Full Plans Application: Plans & Inspections	211.00	224.00
-	Building Notice Charge	211.00	224.00
-	Regularisation/Reversion Fee *	265.00	281.00
Installation of solar panels to an average dwelling:	Full Plans Application: Plans & Inspections	499.00	529.00
-	Building Notice Charge	499.00	529.00
-	Regularisation/Reversion Fee *	624.00	661.00
Removal of a thermal element to a single dwelling: (e.g. re-roof, external insulation, etc).	Full Plans Application: Plans & Inspections	211.00	224.00
-	Building Notice Charge	211.00	224.00
-	Regularisation Fee *	266.00	282.00
Replace translucent conservatory roof with a non-proprietary solid roof	Full Plans Application: Plans & Inspections	544.00	577.00
-	Building Notice Charge	544.00	577.00
-	Regularisation/Reversion Fee *	682.00	723.00
Replace translucent conservatory roof with a proprietary lightweight roof system	Full Plans Application: Plans & Inspections	257.00	272.00
-	Building Notice Charge	257.00	272.00
-	Regularisation/Reversion Fee *	323.00	342.00
Replacement of 11-15 windows or doors: (where all are replaced at the same time).	Full Plans Application: Plans & Inspections	398.00	422.00
-	Building Notice Charge	398.00	422.00
-	Regularisation/Reversion Fee *	682.00	723.00
Replacement of 6-10 windows or doors: (where all are replaced at the same time).	Building Notice Charge	288.00	305.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	Full Plans Application: Plans & Inspections	288.00	305.00
-	Regularisation/Reversion Fee *	356.00	377.00
Replacement of up to 5 windows or doors: (where all are replaced at the same time)	Full Plans Application: Plans & Inspections	211.00	224.00
-	Building Notice Charge	211.00	224.00
-	Regularisation Fee *	265.00	281.00

*Regularisation – Retrospective Application, where unauthorised building work has been conducted on or after 11th November 1985

*Reversion – Where an initial Notice has been cancelled and control has reverted from an approved inspector to the council.

Building Control: Small Domestic Buildings & Extensions

All below 'Regularisation' and 'Reversion' fees are Outside the Scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Conversion of a domestic garage into habitable room and/or bathroom/ensuite:	Full Plans Application: Inspection Charge	243.00	258.00
-	Full Plans Application: Plan Charge	235.00	249.00
-	Building Notice Charge	478.00	507.00
-	Regularisation/Reversion Fee *	599.00	635.00
Conversion to form one unit of independent living accommodation	Full Plans Application: Plan Charge	243.00	258.00
-	Full Plans Application: Inspection Charge	600.00	636.00
-	Building Notice Charge	843.00	894.00
-	Regularisation/Reversion Fee *	1054.00	1117.00
Erect or extend attached or detached garage or carport up to 36m ² :	Full Plans Application: Inspection Charge	243.00	258.00
-	Full Plans Application: Plan Charge	243.00	258.00
-	Building Notice Charge	424.00	449.00
-	Regularisation/Reversion Fee *	536.00	568.00
Extension or loft conversion exceeding 20m ² but less than 40m ² :	Full Plans Application: Plan Charge	243.00	258.00
-	Full Plans Application: Inspection Charge	498.00	528.00
-	Building Notice Charge	741.00	785.00
-	Regularisation/Reversion Fee *	933.00	989.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Extension or loft conversion exceeding 40m2 but less than 60m2:	Full Plans Application: Plan Charge	243.00	258.00
-	Full Plans Application: Inspection Charge	697.00	739.00
-	Building Notice Charge	940.00	996.00
-	Regularisation/Reversion Fee *	1178.00	1249.00
Extension or loft conversion exceeding 60m2:	Charge is calculated on a Risk Assessment basis in accordance with DCLG Guidance	POA	POA
Extension or loft conversion where floor area does not exceed 20m2:	Full Plans Application: Plan Charge	242.00	257.00
-	Full Plans Application: Inspection Charge	391.00	414.00
-	Building Notice Charge	633.00	671.00
-	Regularisation/Reversion Fee *	789.00	836.00

*Regularisation – Retrospective Application, where unauthorised building work has been conducted on or after 11th November 1985

*Reversion – Where an initial Notice has been cancelled and control has reverted from an approved inspector to the council.

Building Control: Erection or Creation of a Domestic Dwelling

All below 'Regularisation' and 'Reversion' fees are Outside the Scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Building Control: Erection (or creation by conversion) of a Domestic Dwelling (including flats)	Full Plans Application: Plan Charge	244.00	259.00
-	Full Plans Application: Inspection Charge	599.00	635.00
-	Building Notice Charge	843.00	894.00
-	Regularisation/Reversion Fee *	1054.00	1117.00

*Regularisation – Retrospective Application, where unauthorised building work has been conducted on or after 11th November 1985

*Reversion – Where an initial Notice has been cancelled and control has reverted from an approved inspector to the council.

NOTE: The above is based on one single family dwelling/flat. For more than one dwelling/flat, or where any dwelling/flat is to have a floor area in excess of 300m² the charge is calculated on a Risk Assessment basis in accordance with DCLG Guidance.

Planning

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Planning	Public Footpath Orders: Initial Fee ^	1481.00	1537.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
(Outside the Scope of VAT)			
-	Public Footpath Orders: Final Payment ^	1481.00	1537.00
-	High Hedges	523.00	543.00
-	The Printing of any Decision or Notice	5.00 + 0.45 per sheet	5.00 + 0.45 per sheet
Planning Compliance and Other Fees	Confirmation of Compliance with Planning Obligations	400.00 + 60.00 per obligation	400.00 + 62.00 per obligation
-	Variation of S106 legal agreement** (Outside the scope of VAT)	500.00 + 60.00/hr *^	500.00 + 62.00/hr *^
-	Other Advice not covered by other categories	POA	POA
Design Review Panel Fees	Review of Proposal (including presentation of proposal (up to 1hour), 30-minute discussion and de-brief, and written feedback) Online Only	3500.00	3650.00
-	Review of Proposal (including presentation of proposal (up to 1hour), Site Visit and walk around (up to 2hours), 1-hour discussion and de-brief, and written feedback) In Person Meeting	6500.00	6750.00
-	Subsequent review of a proposal (written feedback only based on revised drawings)	2000.00	2080.00
-	Subsequent/Further discussion – hourly rate	1000.00	1040.00
Planning Enforcement Fees	Certified compliance of an enforcement notice	370.00	384.00
-	Requests to withdraw an enforcement related notice	680.00	706.00
-	Confirmation of closure of an enforcement case	370.00	384.00
-	Miscellaneous meeting; up to one hour; at a manager's or the Head of Planing & Place's discretion	300.00	311.00
Strategic Meetings or Land Promotion Meetings	Initial 1 hour meeting to receive a presentation regarding a potential strategic development site including up to a 30 minute discussion*****	3000.00	3114.00
-	Miscellaneous discussion post a presentation on a strategic development opportunity and/or site walk around.	200.00/hr per officer	208.00/hr per officer

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Planning Application Fee Retention^^	Applications submitted but are 'Permitted Development'	10%-25%***	10%-25%***
-	Applications deemed to be Invalid	10%-25%***	10%-25%***
-	Applications returned or withdrawn	10%-25%***	10%-25%***
Hourly Rates For:	Planning Performance Agreement	POA	POA
Planning Pre-Application Charges	Householder enquiries/Advertisement Consent Advice*	130.00	135.00
-	Tree enquiries*	100.00	104.00
-	Minor Development *	610.00	635.00
-	Small Scale Developments *	1000.00	1040.00
-	Major Developments *	2000.00	2075.00
-	Medium Scale Major Developments *	3000.00	3115.00
-	Large Scale Major Developments *	6000.00	6230.00
-	Internal Consultant**** Involvement in written response	10% of fee per consultant	10% of fee of consultant
-	Site Visit for Pre-application Advice (A manager or senior member of staff can be requested, but attendance is at the discretion of said Officer)	150.00 per officer	156.00 per officer
-	Internal Consultant**** Involvement in Site Visit (must have paid for Consultant to provide written response)	150.00 per consultant	156.00 per consultant
-	Meeting for Pre-application Advice (A manager or senior member of staff can be requested, but attendance is at the discretion of said Officer)	100.00 per officer	104.00 per officer
-	Internal Consultant**** Involvement at meeting (must have paid for Consultant to provide written response)	100.00 per consultant	104.00 per consultant
-	Follow up letter for Pre-application Advice	50% of pre-app fee paid	50% of pre-app fee paid
-	Follow up meeting for Pre-application Advice(A manager or senior member of staff can be requested, but attendance is at the discretion of said Officer)	20% of fee paid + 100.00 per officer/consultee	20% of fee paid + 104.00 per officer/consultee
-	Other Advice not covered by above categories*	POA	POA

Note: Any follow up advice required will be agreed as either a fixed fee or be based on an hourly rate.

^^Additional costs of £500 if submitted to Secretary of State for a decision and £200 for each additional path where it is included in the same order may be applied.

^^ % fee applies to Planning Fee (Minimum fee of £60) to cover costs incurred by the LPA.

*Fee includes 1 letter and no follow up advice.

**A bespoke fee will be agreed in advance based on the likely time taken and the level of experience of the Officer required to provide any such advice.

*** The highest amount will be charged as the default position, however in instances where significant cost (defined as more than £150) has not been incurred, applicants may request a reduction from the 25% charge, if the request is made prior to the fees being returned.

**** Internal Consultant services currently available (this will be updated regularly) are:

- Arboriculture (and hedges)
- Ecology
- Biodiversity
- Planning Policy
- Enforcement
- Conservation & Heritage
- Neighbourhood Planning
- Legal (Planning)
- Environmental Health (Contamination)
- Housing (Council)
- Environmental Health (Recycling & Waste)
- Environmental Health (Noise)

***** Strategic Development Site Opportunity is an undefined term, and whether a proposal falls within this remit is at the discretion of the DM Manager, Policy Manager, or Head of Planning and Place. Discussions over a Strategic Development Site Opportunity do not include any formal written feedback or comments, and are only to discuss high level strategic matters, not provide pre-application advice.

Definitions of different type of developments:

Large Scale Major Development:

Residential Development of 501 or more residential units

The site area is 16.01 hectares or more.

Development is subject to an Environmental Impact Assessment.

New or changed Floor Space of more than 20,000 square metres.

Medium Scale Major Development:

Development of less than 500 residential units,

The site area is less than 16 hectares.

New or changed Floor Space of less than 20,000 square metres.

Major Development:

Development of between 10 and 200 residential units (inclusive)

The site area is less than 7 Hectares (inclusive)

New or changed floor space of less than 10,000 square metres.

Small Scale Development:

Development of between 5 and 9 residential units (inclusive)

The site area is less than 1.5 Hectares (inclusive)

New or changed floor space of less than 2000 square metres or where the site area less than 1.5 hectare (inclusive)

Minor Development:

Development of up to 4 residential units

The site area is below 0.5 hectare.

New or changed floor space of less than 500 square metres or where the site area is less than 0.5 hectare.

Please see Appendix 1 for Statutory Planning Fees - A Guide to Fees for Planning Applications in England.

Planning Consultancy

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Neighbourhood Planning Consultancy	Cost Per Day	POA*	POA*

*Cost will be quoted hourly and is commensurate with Officer time, experience, and costs.

S106 Agreements

All below 'S106 Agreements' charges are outside the scope of VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Planning	Modification/verification of S106 fee**	500.00 + 60.00 per obligation	500.00+ 62.00 per obligation
-	Management Fee per Planning Obligation *	10%	10%
First Homes	Administration fee for each separate subsequent re-sale application per dwelling / unit in perpetuity	507.00	526.00
-	Administration fee for each separate initial application per dwelling / unit	1025.00	1064.00

*Capped at £5000 per obligation. Minimum fee of £500 where there are no financial transactions.

**In addition to the charges levied by Legal Services.

Supplementary Building Control Services and Charges

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Supporting the Building Safety Regulator in the performance of its relevant functions under the Building Safety Act 2022 **	Application for building control approval	*	189.00
-	Application for change control	*	189.00
-	Application for a full or partial completion certificate	*	227.00
-	Hourly rate for Building Safety Regulator staff to work on your case	*	151.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Re-activation/inspection of a dormant building regulations application where a complete certificate has not been issued: (Outside the scope of VAT)	Re-activation/inspection of a dormant building regulations application where a complete certificate has not been issued: (Outside the scope of VAT)	50% of the original charge paid	50% of the original charge paid

* Previous years charges based on an hourly rate

** Fees may be revised subject to implications resulting from changes imposed by the Building Safety Regulator

Housing Services

Community Alarm Service Charges

All below 'Community Alarm Service Charges' fees are rated at Zero VAT.

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Charges Per Week	Lifeline alarm charges	4.50	5.00
One-Off Charges	Lifeline installation charge	21.50	22.50

Community Centres

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Charges Per Hour (VAT Exempt)	Hire Rate (Sunday to Friday)	16.40	17.00
-	Hire Rate (after 6pm Friday & Saturday)	24.50	25.00
Community Centre Hires	Landscaping	POA	POA
-	Handyman	POA	POA
-	Committee Rooms	8.50	8.80
Compensation Charge for excessive cleaning (Outside the scope of VAT)	Community Centres	123.00	128.00
-	Guest Rooms	87.50	91.00
Concession Rate (VAT Exempt)	Charges per each hour before/thereafter:	8.50	8.80
-	Sunday to Friday	0.00	0.00
-	After 6pm Friday & Saturday	0.00	0.00
Garages	Site per week - Old	9.00	9.30
-	Site per week - Refurbished	12.40	13.00
-	Site per week - New (Previously Stanley Street)	16.60	17.00
-	Plot site per annum	74.80	78.00
Other Charges	Key Fob Replacement (Flats)	7.40	7.70
-	Issuing of Rent References	53.40	55.00

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
-	Charge to Solicitors for provision of leaseholder information	176.30	183.00
-	Key Fob Replacement (Sheltered Schemes)	7.40	7.70
Other Charges (Outside the Scope of VAT)	Leaseholder Management Fee** Lowest Level	189.60	190.00
-	Leaseholder Management Fee** Mid Point	189.60	190.00
-	Leaseholder Management Fee** Highest Level	189.60	190.00
Sheltered Scheme	Guest Rooms (per room/night)	22.00	23.00
Wardens (Zero VAT)	Key Fob Replacement (Sheltered Schemes)	7.40	7.70
-	Key Safe (large) - to buy outright*	85.30	89.00
-	Key Safe (Large) To rent per week	5.60	5.80
-	Key Safe (small) - to buy outright*	67.60	70.00
-	Key Safe (Small) To rent per week	5.10	5.30

*Where the key safe is not connected to the Community Alarm Service the VAT treatment will be standard rated.

** increases by £72.69 at the lowest level, £58.93 at the mid-point and £38.76 at the highest level per year until 2026/27 where all levels will be equal

Court Costs

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Court Costs (Outside the scope of VAT)	Eviction Warrant Fee	157.30	184.60
-	Leaseholder Ground Rent	10.00	10.00
-	Possession Hearings	430.10	505.20

Garden Assistance Scheme

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Other Fees	Garden Assistance Scheme	New Fee	260.00*

*Annual Charge £5/wk

Private Sector Grants

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Private Sector Grants	Disabled Facility Grants* (VAT Exempt)	1204.00	1250.00

*Price quoted or 10% whichever is the greatest (except stair lifts, which is 10% only)

All Directorates

Photocopying

Detailed Charge	Fee Name	Previous Year 2025/26	Current Year 2026/27
Photocopying (Per Sheet)	A4	0.50	0.50
-	A3	1.00	1.00
-	A2	2.00	2.10
-	A1	3.50	3.60
-	A0	5.00	5.20

Appendix 1

A Guide to Fees for Planning Applications in England.

These fees apply from the 6 December 2023 onwards.

This document is based upon 'The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012' (as amended) including all amendments up to the 6 December 2023.

The fee should be paid at the time the application is submitted. If you are unsure of the fee applicable, please contact your Local Planning Authority.

Householder applications

Alterations/extensions to a single dwellinghouse, including works within boundary

Number of dwellinghouses	Fee
Single dwellinghouse	£258

Outline applications

The erection of dwellinghouses

Site area	Fee
Not more than 0.5 hectares	£578 for each 0.1 hectare (or part thereof)
Between 0.5 hectares and 2.5 hectares	£624 for each 0.1 hectare (or part thereof)
More than 2.5 hectares	£15,433 + £186 for each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares. Maximum fee of £202,500.

The erection of buildings (not dwellinghouses)

Site area	Fee
Not more than 1 hectare	£578 for each 0.1 hectare (or part thereof)
Between 1 hectare and 2.5 hectares	£624 for each 0.1 hectare (or part thereof)
More than 2.5 hectares	£15,433 + £186 for each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares. Maximum fee of £202,500.

Full Applications (and First Submissions of Reserved Matters; or Technical Details Consent)

Alterations / extensions to dwellinghouses, including works within boundaries

Number of dwellinghouses	Fee
Single dwellinghouse (or single flat)	£258
Two or more dwellinghouses (or two or more flats)	£509

The erection of dwellinghouses

Number of dwellinghouses	Fee
Not more than 10 dwellinghouses	£578 for each dwellinghouse
Between 10 and 50 dwellinghouses	£624 for each dwellinghouse
More than 50 dwellinghouses	£30,860 + £186 for each additional dwellinghouse in excess of 50. Maximum fee of £405,000

Erection of buildings (not dwellinghouses, agricultural, glasshouses, plant, nor machinery)

Gross floor space to be created by the development	Fee
No increase in gross floor space or no more than 40 square metres	£293
More than 40 square metres but no more than 1,000 squares metres	£578 for each 75 square metres (or part thereof)
Between 1,000 square metres and 3,750 square metres	£624 for each 75 square metres (or part thereof)
More than 3750 square metres	£30,680 + £186 for each additional 75 square metres (or part thereof) in excess of 3,750 square metres. Maximum fee of £405,000.

The erection of buildings (on land used for agriculture for agricultural purposes)

Gross floor space to be created by the development	Fee
Not more than 465 square metres	£120
More than 465 square metres but not more than 540 square metres	£578
More than 540 square metres but not more than 1,000 square metres	£578 for first 540 square metres + £578 for each additional 75 square metres in excess of 540 square metres
Between 1,000 square metres and 4,215 square metres	£624 for first 1,000 square metres + £624 for each additional 75 square metres in excess of 1,000 square metres
More than 4,215 square metres	£30,860 + £186 for each additional 75 square metres (or part thereof) in excess of 4,215 square metres. Maximum fee of £405,000

Erection of glasshouses (on land used for the purposes of agriculture)

Gross floor space to be created by the development	Fee
Not more than 465 square metres	£120
More than 465 square metres but not more than 1000 square metres	£3,225
1000 square metres or more	£3,483

Erection / alterations / replacement of plant and machinery

Site area	Fee
Not more than 1 hectare	£578 for each 0.1 hectare (or part thereof)
More than 1 hectare but not more than 5 hectares	£624 for each 0.1 hectare (or part thereof)
More than 5 hectares	£30,860 + £186 for each additional 0.1 hectare (or part thereof) in excess of 5 hectares. Maximum fee of £405,000

Applications other than Building Works**Car parks, service roads or other accesses (for existing uses)**

Areas	Fee
Car parks, service roads or other accesses (for existing uses)	£293

Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)

Site area	Fee
Not more than 15 hectares	£316 for each 0.1 hectare (or part thereof)
More than 15 hectares	£47,161 + £186 for each additional 0.1 hectare (or part thereof) in excess of 15 hectares. Maximum fee of £105,300.

Operations connected with exploratory drilling for oil or natural gas

Site area	Fee
Not more than 7.5 hectares	£686 for each 0.1 hectare (or part thereof)
More than 7.5 hectares	£51,395 + £204 for each additional 0.1 hectare (or part thereof) in excess of 7.5 hectares. Maximum fee of £405,000.

Operations (other than exploratory drilling) for winning and working of oil or natural gas

Site area	Fee
Not more than 15 hectares	£347 for each 0.1 hectare (or part thereof)

Site area	Fee
More than 15 hectares	£52,002 + additional £204 for each 0.1 hectare in excess of 15 hectares. Maximum fee of £105,300

Other operations (winning and working of minerals) excluding oil and natural gas

Site area	Fee
Not more than 15 hectares	£316 for each 0.1 hectare (or part thereof)
More than 15 hectares	£47,161 + additional £186 for each 0.1 hectare in excess of 15 hectares. Maximum fee of £105,300

Other operations (not coming within any of the above categories)

Site area	Fee
Any site area	£293 for each 0.1 hectare (or part thereof). Maximum fee of £2,535

Change of Use of a building to use as one or more separate dwellinghouses, or other cases

Number of dwellinghouses	Fee
Not more than 10 dwellinghouses	£578 for each dwellinghouse
Between 10 and 50 dwellinghouses	£624 for each dwellinghouse
More than 50 dwellinghouses	£30,860 + £186 for each additional dwellinghouse in excess of 50. Maximum fee of £405,000
Other changes of use of a building or land	£578

Lawful Development Certificate

Lawful Development Certificate	Fee
LDC - Existing Use or operation	Same as Full
LDC - Existing Use or operation - lawful not to comply with any condition or limitation	£293
LDC - Proposed Use or operation	Half the normal planning fee

Prior Approval (under Permitted Development rights)

Type of approval	Fee
Larger Homes Extensions	£120
Additional storeys on a home	£120
Agricultural and Forestry buildings & operations	£120
Demolition of buildings	£120
Communications (previously referred to 'Telecommunications Code Systems Operations')	£578
Change of use from Commercial/Business/Service (Use Class E), or Betting Office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)	£120
Change of use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) to a State Funded School	£120
Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible commercial use within Commercial/Business/Service (Use Class E), Storage or Distribution (Use Class B8), or Hotels (Use Class C1)	£120
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Use Class C3)	£125 for each dwellinghouse
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	£120, or £258 if it includes building operations in connection with the change of use
Change of use of a building from Betting Office, Pay Day Loan Shop, Launderette; a mixed use combining one of these uses and use as Dwellinghouse(s); or Hot Food Takeaways to Dwellinghouses (Use Class C3)	£120, or £258 if it includes building operations in connection with the change of use
Change of Use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos to Dwellinghouses (Use Class C3)	£120, or £258 if it includes building operations in connection with the change of use

Type of approval	Fee
Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant and Machinery required in Connection with that use	£120
Provision of Temporary School Buildings on Vacant Commercial Land and the use of that land as a State-funded School for up to 3 Academic Years	£120
Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	£120
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£120
Erection, extension, or alteration of a university building	£120
Movable structure within the curtilage of a historic visitor attraction, or listed pub/restaurant/etc.	£120
Erection, extension, or alteration on a closed defence site by or on behalf of the Crown of single living accommodation and/or non-residential buildings	£120
Construction of new dwellinghouses (not more than 10 dwellinghouses)	£418 for each dwellinghouse
Construction of new dwellinghouses (between 10 and 50 dwellinghouses)	£451 for each dwellinghouse

Reserved Matters

Type of approval	Fee
Approval of reserved matters following outline approval	Full fee due, £578 if the full fee is already paid

Changes to Planning Condition

Change to condition	Fee
Removal or variation of a condition following grant of planning permission	£293
Discharge of condition(s) - Approval of details and / or confirmation that one or more planning conditions have been complied with (householder permissions)	£43

Change to condition	Fee
Discharge of condition(s) - Approval of details and / or confirmation that one or more planning conditions have been complied with (all other permissions)	£145

Advertising

Type of advertising	Fee
Relating to the business on the premises	£165
Advance signs which are not situated on or visible from the site, directing the public to a business	£165
Other advertisements	£578

Non-material Amendment Following a Grant of Planning Permission

Developments	Fee
Householder developments	£43
Any other developments	£293

Permissions in Principle

Area	Fee
Site area	£503 for each 0.1 hectare (or part thereof)

Concessions

Please note: Not all concessions are valid for all applications types. Upon receipt of your application, the local authority will check the fee is correct and if the concession is applicable.

Application types with no current fee

- Listed Building Consent
- Planning permission for relevant demolition in a Conservation Area
- Works to Trees covered by a Tree Preservation Order or in a Conservation Area
- Hedgerow removal notice

Exemptions From Payment (removed from legislation but remain valid as per below)

An application that is the first and only revision of a previous application of the same type, for development of the same character or description, on the same site (or part of that site), by the same applicant where it will be received by the Local Authority within 12 months of:

- the Local Authority receiving the previous application if it was withdrawn; or
- the previous application being granted or refused; or
- the determination period of the previous application expiring, where that application was validated, not determined, and then appealed on the grounds of non-determination;

and, in all cases, where that relevant 12-month period started no later than 5th December 2023.

An application that is the first and only revision of a previous application, for display advertisement(s) of the same description, on the same site(s) or part(s) of the site(s), by the same applicant, where it will be received by the Local Authority within 12 months of:

- the Local Authority receiving the previous application if it was withdrawn; or
- the previous application being refused;

and, in all cases, where that relevant 12-month period started no later than 5th December 2023.

Exemptions From Payment

An application solely for the alteration or extension of an existing dwellinghouse; or works in the curtilage of an existing dwellinghouse (other than the erection of a dwellinghouse) for the purpose of providing:

- Means of access to or within it for a disabled person who is resident in it, or is proposing to take up residence in it; or
- Facilities designed to secure that person's greater safety, health or comfort.

An application solely for the conducting of the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted.

If the application relates to an alternate use of buildings or land within the same Use Class that requires planning permission only by the requirements of a condition imposed on a permission granted or deemed to be granted under Part 3 of the Town and Country Planning Act 1990 (as amended).

If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same development would be exempt from the need to pay a planning fee under any other planning fee regulation.

If the application is for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 to the advertisement in question.

If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant demolition in a Conservation Area.

If the application is for a Certificate of Lawfulness of Proposed Works to a listed building.

If an application for planning permission (for which a fee is payable) being made by the same applicant on the same date for the same site, buildings, or land as the prior approval application (for larger home extensions, additional storeys on a home, or change of uses).

Reductions To Payments

If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then the fee is £578.

If the application is being made on behalf of a parish or community council then the fee is 50%.

If the application is an alternative proposal being submitted on the same site by the same applicant on the same day, where this application is of lesser cost then the fee is 50%.

In respect of reserved matters, you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £578.

If the application is for a Lawful Development Certificate for a Proposed use or development, then the fee is 50%.

If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for the highest fee plus half sum of the others.

Fees for cross boundary applications

Where an application crosses one or more local or district planning authorities.

- The amount due is usually 150% of the 'single' fee that would have been payable for the proposed development (as if there had only been one application to a single authority covering the entire site); unless
- The 'total' fee (the sum total of each separately calculated fee for each part of the development within each authority's boundary) is smaller. In which case this 'total' fee is the fee due.

In either case, the fee should be paid to the authority that contains the larger part of the application site within its boundary.