

# Fees and Charges

SCHEDULE 2022/23



**Bassetlaw**  
DISTRICT COUNCIL  
— North Nottinghamshire —



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<b>Fee/Charge Description</b>	<b>Directorate</b>	<b>Service Area</b>	<b>Statutory / Discretionary</b>	<b>Page Number</b>
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## Foreword

This is a schedule of fees & charges effective from 01/04/2022-31/03/2023\*

The schedule contains fees that are 'Discretionary', that is the fee/charge has been set and agreed locally; and fees that are 'Statutory', that is, fee/charge is prescribed by Government and therefore cannot be determined locally.

Note although some fees & charges will come under legislation, we still have the discretion to determine the amount to charge locally. These are therefore 'Discretionary'.

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

\*Unless otherwise stated in schedule.

## NEW FEES EFFECTIVE AS OF APRIL 1ST 2022 - DISCRETIONARY

### DIRECTORATE OF CORPORATE RESOURCES

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>STREET NAMING AND NUMBERING</b>				
<b>Naming and Numbering of Streets, including the notifications.</b>				
Admin Fee	N/A	N/A	97.00	O
Fee per Property for up to 10 Properties	N/A	N/A	33.50	O
Fee per Property for every Additional Property thereafter	N/A	N/A	12.50	O
Fee for delivery of Street Name Plates	N/A	N/A	20.00	O

VAT Code KEY: O = Outside the Scope; E = Exempt; Z = Zero which are all 0% VAT; SR = Standard Rated 20% VAT

**DIRECTORATE OF CHIEF EXECUTIVE****HUMAN RESOURCES****DISCRETIONARY**

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code	
<b>HUMAN RESOURCES</b>					
Administration Charge Trade Union Subscriptions through payroll (Unison Only)	1.50%	1.50%	1.50%	Plus VAT	SR

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# DIRECTORATE OF CORPORATE RESOURCES

## CORPORATE SERVICES

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>ANTI SOCIAL BEHAVIOUR</b>				
Fixed Penalty Notice (statutory limit of £100)	100.00	100.00	100.00	O

### ELECTIONS - NON-STATUTORY

Certificate of Residence	Free	Free	Free	O
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### LEGAL FEES NON-STATUTORY :

- Deed of Easement	368.00	380.00	395.00	Inc VAT	SR
- Deed of Variation / Rectification	185.00	190.00	198.00	Inc VAT	SR
- Notice of Assignment per Document	73.00	75.00	78.00	Inc VAT	SR
- Licence to Assign:					
To approve	256.00	264.00	275.00	Inc VAT	SR
To prepare	315.00	325.00	340.00	Inc VAT	SR
- Deeds Release	72.00	74.00	77.00	Inc VAT	SR
- Replying to Leasehold Enquiries	101.00	104.00	108.00	Inc VAT	SR
- Letter of Postponement	101.00	104.00	108.00	Inc VAT	SR
- Mortgage Redemption	101.00	104.00	108.00	Inc VAT	SR
- Repayment of Discount	129.00	133.00	138.00	Inc VAT	SR
- Section 38 Agreement	552.00	569.00	592.00	Inc VAT	SR
- Section 278 Agreement (including Bond)	552.00	569.00	592.00	Inc VAT	SR
- Deed of Covenant, Purchase of Council Property	72.00	74.00	77.00	Inc VAT	SR
- Deed of Covenant, Purchase of Public Open Space	735.00	758.00	788.00	Inc VAT	SR
- Auction Sales (per sale)	610.00	629.00	654.00	Inc VAT	SR
To approve and prepare S106 Agreement **	6%	6%	6%		O

\*\* Capped at £5,000 per agreement

### LICENCES - NON-STATUTORY

Acupuncture, Tattooing, Ear Piercing & Electrolysis					
Premises	145.00	150.00	156.00		O
Person	59.00	61.00	63.00		O
Laser intense pulse light treatment					
Premises	161.00	166.00	173.00		O
Person	43.00	44.00	46.00		O

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## CORPORATE SERVICES

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code	
LICENCES - NON-STATUTORY					
Massage/Special Treatment					
Annual	161.00	166.00	173.00		O
Additional Registration	43.00	44.00	46.00		O
Other Treatments - Saunas, Sunbeds etc.					
Annual	114.00	118.00	123.00		O
Roadside Catering					
New	575.00	593.00	617.00		O
Renewal - Annual Consent	312.00	322.00	335.00		O
Promotional Pitches Daily Rates: Moved from Regeneration					
Monday to Friday	68.00	70.00	73.00	Plus VAT	SR
Saturday and Sunday	79.00	81.00	84.00	Plus VAT	SR
Monday to Friday with a trailer (Std)	84.00	87.00	90.00	Plus VAT	SR
Saturday and Sunday with a trailer (Std)	95.00	98.00	102.00	Plus VAT	SR
Monday to Friday with a trailer (Large)	116.00	120.00	125.00	Plus VAT	SR
Saturday and Sunday with a trailer (Large)	137.00	141.00	147.00	Plus VAT	SR
Discount Long Term hire of a pitch (6 months or more)	20%	20%	20%	Plus VAT	SR
Cleaning Charge	52.50	54.00	56.00	Plus VAT	SR
Street Trading					
Consent Fee - per day	18.00	19.00	20.00		O
Temp Café Pavement Licence	0.00	100.00	100.00		O
Dangerous Wild Animals	180.00	186.00	193.00		O
Greyhound Racetrack Welfare	114.00	118.00	123.00		O
Sex Establishment					
Annual	3,780.00	3,895.00	4,050.00		O
Transfer	2,340.00	2,410.00	2,505.00		O
Variation	3,780.00	3,895.00	4,050.00		O
Scrap Metal Dealers (replaces Motor Salvage Operators)					
Site Licence - Grant (3 years)	326.00	336.00	350.00		O
Site Licence - Renewal (3 years)	268.00	276.00	287.00		O
Collectors Licence - Grant/Renewal (3 years)	115.00	119.00	124.00		O
Variation (change of licence type)					
Collectors to Site	234.00	241.00	251.00		O
Site to Collectors	55.50	57.00	59.50		O
Other	41.00	42.00	44.00		O
Zoo (5 Years)	406.00	406.00	422.00		O
Pleasure Boats	82.00	82.00	85.00		O
(Plus Boat Inspectors Fee)					
Park Homes Fees					
Initial Application Fee	633.16	646.00	646.00		O
Application Fee Per Pitch	19.00	10.00	10.00		O
Annual Fee Per Pitch	13.52	16.00	16.00		O
Transfer/Amendment (Basic)	152.42	199.00	199.00		O
Transfer/Amendment (Complex)	254.27	288.00	288.00		O
Deposit of Site Rules	111.29	147.00	147.00		O
Fit and Proper Person Assessment	0.00	365.00	365.00		O
Condition Fee (per condition on FPPA)	0.00	89.00	89.00		O

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<b>LICENCES - NON-STATUTORY</b>				
Dog Breeding				
Application Fee - New Application	327.00	337.00	<b>350.00</b>	O
Application Fee - Renewal	231.00	238.00	<b>248.00</b>	O
1 Year Licence Fee	237.00	244.00	<b>254.00</b>	O
2 Year Licence Fee	361.00	372.00	<b>387.00</b>	O
3 Year Licence Fee	475.00	490.00	<b>510.00</b>	O
Reinspection Fee	96.00	99.00	<b>103.00</b>	O
Hiring of Horses				
Application Fee - New Application	245.00	253.00	<b>263.00</b>	O
Application Fee - Renewal	194.00	200.00	<b>208.00</b>	O
1 Year Licence Fee	148.00	153.00	<b>159.00</b>	O
2 Year Licence Fee	200.00	206.00	<b>214.00</b>	O
3 Year Licence Fee	253.00	261.00	<b>271.00</b>	O
Reinspection Fee	61.00	63.00	<b>66.00</b>	O
Keeping or Training Animals for Exhibition				
Application Fee - New Application	255.00	263.00	<b>274.00</b>	O
Application Fee - Renewal	171.00	176.00	<b>183.00</b>	O
3 Year Licence Fee	243.00	250.00	<b>260.00</b>	O
Reinspection Fee	96.00	99.00	<b>103.00</b>	O
Boarding Dogs in Kennels				
Application Fee - New Application	228.00	235.00	<b>244.00</b>	O
Application Fee - Renewal	167.00	172.00	<b>179.00</b>	O
1 Year Licence Fee	251.00	259.00	<b>269.00</b>	O
2 Year Licence Fee	357.00	368.00	<b>383.00</b>	O
3 Year Licence Fee	463.00	477.00	<b>496.00</b>	O
Reinspection Fee	96.00	99.00	<b>103.00</b>	O
Day-care for Dogs				
Application Fee - New Application	187.00	193.00	<b>201.00</b>	O
Application Fee - Renewal	168.00	173.00	<b>180.00</b>	O
1 Year Licence Fee	190.00	196.00	<b>204.00</b>	O
2 Year Licence Fee	265.00	273.00	<b>284.00</b>	O
3 Year Licence Fee	342.00	353.00	<b>367.00</b>	O
Reinspection Fee	64.00	66.00	<b>69.00</b>	O
Home Boarding Dogs and Boarding for Cats				
Application Fee - New Application	219.00	226.00	<b>235.00</b>	O
Application Fee - Renewal	169.00	174.00	<b>181.00</b>	O
1 Year Licence Fee	184.00	190.00	<b>198.00</b>	O
2 Year Licence Fee	245.00	253.00	<b>263.00</b>	O
3 Year Licence Fee	306.00	315.00	<b>328.00</b>	O
Reinspection Fee	65.00	67.00	<b>70.00</b>	O
Selling Animals as Pets				
Application Fee - New Application	226.00	226.00	<b>235.00</b>	O
Application Fee - Renewal	182.00	182.00	<b>189.00</b>	O
1 Year Licence Fee	194.00	194.00	<b>202.00</b>	O
2 Year Licence Fee	258.00	258.00	<b>268.00</b>	O
3 Year Licence Fee	323.00	323.00	<b>336.00</b>	O
Reinspection Fee	70.00	70.00	<b>73.00</b>	O

Below applies to all above Licensing Activities:

Variation Minor (10% of licence cost)

Variation Major (40% of licence cost)

Additional Activities - Pay highest priced activity then pay 40% of all additional activities

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# DIRECTORATE OF CORPORATE RESOURCES

## CORPORATE SERVICES

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>LICENSING</b>				
<b>HACKNEY CARRIAGES :</b>				
- Vehicle (Annual)	264.00	272.00	283.00	O
- Vehicle (Annual)-Discount fully electric & hydrogen fuel cell vehicles	10%	10%	50%	O
- Vehicle (Annual)-Discount hybrid vehicles meeting policy specification	10%	10%	25%	O
- Six Monthly Test (for vehicles over five years old)	128.00	132.00	137.00	O
- Vehicle (replacement)	264.00	272.00	283.00	O
- Vehicle (transfer)	85.00	88.00	92.00	O
- Hire of Licence Plate	23.00	24.00	25.00	O
- Deposit on Licence Plate	44.00	45.00	47.00	O
- Replace Lost/Damaged Plate	42.00	43.00	45.00	Inc VAT SR
<b>PRIVATE HIRE :</b>				
- Vehicle (Annual)	264.00	272.00	283.00	O
- Vehicle (Annual)-Discount fully electric & hydrogen fuel cell vehicles	10%	10%	50%	O
- Vehicle (Annual)-Discount hybrid vehicles meeting policy specification	10%	10%	25%	O
- Six Monthly Test (for vehicles over five years old)	128.00	132.00	137.00	O
- Vehicle (replacement)	264.00	272.00	283.00	O
- Vehicle (transfer)	85.00	88.00	92.00	O
- Hire of Licence Plate	23.00	24.00	25.00	O
- Deposit on Licence Plate	44.00	45.00	47.00	O
- Replace Lost/Damaged Plate	42.00	43.00	45.00	Inc VAT SR
Operators Licence (3 years)				
1 vehicle	273.00	281.00	292.00	O
2-5 vehicles	546.00	563.00	586.00	O
6-10 vehicles	1,092.00	1,126.00	1,171.00	O
11-15 vehicles	1,639.00	1,690.00	1,758.00	O
16 + vehicles	3,277.00	3,379.00	3,514.00	O
Operators Licence (5 Years)				
1 Vehicle	432.00	445.00	463.00	O
2-5 Vehicles	865.00	892.00	928.00	O
6-10 Vehicles	1,728.00	1,782.00	1,853.00	O
11-15 Vehicles	2,593.00	2,673.00	2,780.00	O
16+ Vehicles	5,186.00	5,347.00	5,561.00	O
Re-inspections				
Within 14 days	23.00	24.00	25.00	O
After 14 days	67.00	69.00	72.00	O
Failure to keep a Test Appointment	62.00	64.00	67.00	O
Lifting a Vehicle Suspension Notice	54.00	56.00	58.00	O
<b>Combined Hackney</b>				
Carriage/Private Hire Drivers				
1 year	109.00	112.00	121.00	O
2 years	150.00	155.00	171.00	O
3 years	190.00	196.00	219.00	O
Replacement ID Badge	22.00	23.00	24.00	O
Issue of Duplicate Licence	6.50	7.00	7.50	O
Knowledge Test	47.00	48.00	50.00	O
Safeguarding Training	18.00	19.00	0.00	O
Special Event Vehicles				
Stretched Limos				
Annual	275.00	284.00	295.00	O
Six Monthly Test	141.00	145.00	151.00	O
Licence Plates	14.00	14.50	15.00	O

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## CORPORATE SERVICES

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
<b>LAND CHARGES</b>					
Standard Search - Postal	122.00	126.00	138.00	Inc VAT	SR
LLC1 - Search Postal	26.00	27.00	28.00		O
CON29 ( R )	96.00	99.00	110.00	Inc VAT	SR
CON ( O ) Part II each	18.50	19.00	20.00	Inc VAT	SR
CON ( O ) Part II Q .22 (Set by NCC, may vary from Proposed Fee)	39.50	41.00	43.00	Inc VAT	SR
Solicitors own questions on Official Search	28.50	29.00	30.20	Inc VAT	SR
Additional Parcels	26.50	27.00	28.00	Inc VAT	SR
Duplicate Search	14.00	14.50	16.00	Inc VAT	SR
Con 29 ONLY searches (admin fee)	14.00	14.50	15.50	Inc VAT	SR
<b>Personal Search Companies</b>					
Component Data Set 1	13.56	14.00	15.00	Inc VAT	SR
Component Data Set 2	17.58	18.00	19.00	Inc VAT	SR
Component Data Set 3	18.60	19.00	20.00	Inc VAT	SR
Component Data Set 4	34.20	35.00	36.00	Inc VAT	SR
Component Data Set 5	16.08	17.00	18.00	Inc VAT	SR

### STREET NAMING AND NUMBERING

Residential New Developments					
Adding a Street Name Plate & Fitting	34.00	35.00	121.00		O
Adding a Street Name Plate Frame & Fitting	119.00	123.00	160.00		O
Adding a "T" Plate (no through road)	13.50	14.00	15.00		O
Relocate a Street Name Plate	90.00	93.00	97.00		O
Adding or Amending a Name or Re-numbering an Existing Individual Property	47.50	49.00	51.00		O
Amendment to Approved/Existing Naming & Numbering Scheme due to Change in Plot Numbers, or Plot Positions:	90.00	93.00	97.00		O
Admin Fee					
Fee per Plot Requiring Re-numbering/naming*	31.00	32.00	33.50		O
Amendment to Approved Naming & Numbering Scheme due to Change in Approved Street Name (after consultation):					
Admin Fee	90.00	93.00	97.00		O
Fee per Property for up to 10 Properties	31.00	32.00	33.50		O
Fee per Property for every Additional Property thereafter	12.00	12.00	12.50		O
Rename or Numbering of Street where Requested					
Admin Fee	90.00	93.00	97.00		O
Fee per Property for up to 10 Properties	31.00	32.00	33.50		O
Fee per Property for every Additional Property thereafter	12.00	12.00	12.50		O

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

New Naming and Numbering of Streets, including the notifications.					
Admin Fee	N/A	N/A	97.00		O
Fee per Property for up to 10 Properties	N/A	N/A	33.50		O
Fee per Property for every Additional Property thereafter	N/A	N/A	12.50		O
Fee for delivery of Street Name Plates	N/A	N/A	20.00		O

### SHOP MOBILITY

Hire of Wheelchairs - 3 hours	4.00	4.00	4.50		Z
Hire of Wheelchairs weekly charge	16.00	16.50	17.00		Z
Membership Fee	8.00	8.50	9.00		Z
RADAR Keys	6.50	7.00	7.50		Z

Note: All fees include notification to external organisations where appropriate.

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# DIRECTORATE OF CORPORATE RESOURCES

## FINANCE & PROPERTY

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
<b>CAR PARKS</b>					
- Shopper Car Parks (10 am - 4 pm): Worksop - Queen Street, Lead Hill. Retford - Chancery Lane North, Chancery Lane South, West Street and Carolgate					
Up to 1 hour	0.50	0.50	<b>0.50</b>	Inc VAT	SR
1 to 2 hours	1.00	1.00	<b>1.00</b>	Inc VAT	SR
2 to 3 hours	2.00	2.00	<b>2.00</b>	Inc VAT	SR
- Visitor Car Parks (8 am - 6 pm): Worksop - Castle Hill, Central Avenue, Farr Park, Gateford Road, Memorial Avenue, Newgate Street East, Newgate Street West, Town Hall, Town Hall East. Retford - Chapelgate, Churchgate.					
Up to 1 hour	1.00	1.00	<b>1.00</b>	Inc VAT	SR
1 to 2 hours	2.00	2.00	<b>2.00</b>	Inc VAT	SR
2 to 3 hours	3.00	3.00	<b>3.00</b>	Inc VAT	SR
All Day	4.00	4.00	<b>4.00</b>	Inc VAT	SR
Season Ticket					
12 months	624.00	643.50	<b>669.50</b>	Inc VAT	SR
6 months	312.00	322.00	<b>335.00</b>	Inc VAT	SR
3 months	156.00	161.00	<b>167.50</b>	Inc VAT	SR
- Leisure Car Parks (8 am - 6 pm): Worksop - Priorswell					
Up to 2 hours	1.00	1.00	<b>1.00</b>	Inc VAT	SR
Residents Parking Dispensation for Designated Residents for Chapel Walk & Ebenezer Terrace Car Parks					
	28.00	29.00	<b>30.00</b>	Inc VAT	SR
Day Coach Parking	6.40	7.50	<b>7.80</b>	Inc VAT	SR
Car Parking (per month, per market day)	3.20	3.20	<b>3.30</b>	Inc VAT	SR

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# DIRECTORATE OF CORPORATE RESOURCES

## FINANCE & PROPERTY

### DISCRETIONARY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code	
ESTATES					
Vehicular Access Leisure (annual charge) fixed for 3 years until 2022/23.	45.00	45.00	45.00		E
Pedestrian Access Leisure (annual charge) fixed for 3 years until 2022/23	35.00	35.00	35.00		E
Admin charge for Access Licence	22.00	23.00	24.00	Inc VAT	SR
Retrospective Consent	45.00	46.50	48.50		E
PROPERTY FEES AND CHARGES					
Sales - 1% to 5% of sale price (including legal fees plus VAT. Minimum fee £200)	1% to 5%	1% to 5%	1% to 5%	#	
Garden Land Sales - Surveyors fees/Legal costs. Includes upfront non-refundable £50 application fee.	235.00	242.50	252.00	#	
*Auction Sales (fee to be recovered as agreed with auctioneer)	1% to 3%	1% to 3%	1% to 3%	#	
ADMINISTRATION FEES AND CHARGES					
New Leases (charged where appropriate)					
Min	175.00	180.00	187.00	Inc VAT	SR
Max	235.00	242.50	252.00	Inc VAT	SR
Assignments	125.00	130.00	135.00	Inc VAT	SR
Change of Use	125.00	130.00	135.00	Inc VAT	SR
Landlords Consent for Alterations	125.00	130.00	135.00	Inc VAT	SR
The above Property and Administration Fees and Charges (apart from *Auction fees) can be waived.					
CORPORATE ACCOUNTS					
Copy of the Annual Statement of Accounts	17.50	18.00	18.50	Inc VAT	SR

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# VAT liability will follow supply

# DIRECTORATE OF CORPORATE RESOURCES

## FINANCE & PROPERTY

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>RETFORD TOWN HALL - BALLROOM WITH STAGE &amp; ANTI ROOM #</b>				
<b>COMMERCIAL USE</b>				
Morning, Afternoon or Evening	457.00	471.00	<b>471.00</b>	E
All Day up to Midnight	515.00	531.00	<b>531.00</b>	E
All Day up to Midnight on Bank Holidays	540.00	557.00	<b>557.00</b>	E
Each Hour after Midnight	100.00	105.00	<b>105.00</b>	E
<b>AMENITY USE</b>				
Morning, Afternoon or Evening	310.00	320.00	<b>320.00</b>	E
All Day up to Midnight	340.00	350.00	<b>350.00</b>	E
All Day up to Midnight on Bank Holidays	365.00	375.00	<b>375.00</b>	E
Each Hour after Midnight	93.00	96.00	<b>96.00</b>	E
Public Service Use (Police, NHS etc..) per hour	25.00	26.00	<b>26.00</b>	E
<b>SOCIAL USE</b>				
Morning, Afternoon or Evening	255.00	263.00	<b>263.00</b>	E
All Day up to Midnight	270.00	278.00	<b>278.00</b>	E
All Day up to Midnight on Bank Holidays	295.00	304.00	<b>304.00</b>	E
Each Hour after Midnight	88.00	91.00	<b>100.00</b>	E
<b>RETFORD TOWN HALL - MARKET HALL</b>				
<b>COMMERCIAL USE</b>				
Use in Conjunction with Hire of Ballroom	110.00	115.00	<b>115.00</b>	E
Morning, Afternoon, or Evening	175.00	180.00	<b>180.00</b>	E
All Day	205.00	210.00	<b>210.00</b>	E
<b>AMENITY USE</b>				
Use in Conjunction with Hire of Ballroom	93.00	96.00	<b>96.00</b>	E
Morning, Afternoon, or Evening	103.00	106.00	<b>106.00</b>	E
All Day	165.00	170.00	<b>170.00</b>	E
Public Service Use (Police, NHS etc..) per hour	21.00	22.00	<b>22.00</b>	E
<b>SOCIAL USE</b>				
Use in Conjunction with Hire of Ballroom	69.00	71.00	<b>71.00</b>	E
Morning, Afternoon, or Evening	93.00	96.00	<b>96.00</b>	E
All Day	103.00	106.00	<b>106.00</b>	E

# Where Retford Town Hall is hired for a celebration / wedding reception regardless of whether the catering is supplied by ourselves or someone else, the cost will be plus standard rated VAT at 20%.

VAT Code KEY: O = Outside the Scope; E = Exempt; Z = Zero which are all 0% VAT; SR = Standard Rated 20% VAT

# DIRECTORATE OF CORPORATE RESOURCES

## FINANCE & PROPERTY

### DISCRETIONARY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code	
RETFORD TOWN HALL - COUNCIL CHAMBER #					
COMMERICAL USE					
Morning, Afternoon or Evening	175.00	180.00	180.00		E
All Day	190.00	195.00	195.00		E
Discounted Rates when used in Conjunction with Ballroom					
Morning, Afternoon or Evening	103.00	106.00	106.00		E
All Day	103.00	106.00	106.00		E
AMENITY USE					
Morning, Afternoon or Evening	140.00	145.00	145.00		E
All Day	175.00	180.00	180.00		E
Discounted Rates when used in Conjunction with Ballroom					
Morning, Afternoon or Evening	93.00	96.00	96.00		E
All Day	93.00	96.00	96.00		E
Public Service Use (Police, NHS etc..) per hour	21.00	22.00	22.00		E
SOCIAL USE					
Morning, Afternoon or Evening	103.00	106.00	106.00		E
All Day	121.00	125.00	125.00		E
Discounted Rates when used in Conjunction with Ballroom					
Morning, Afternoon or Evening	76.00	78.00	78.00		E
Bank Holidays	82.00	85.00	85.00		E
All Day	76.00	78.00	78.00		E
ALL ROOMS (weekends only)					
Saturday	2,115.00	2,180.00	2,180.00		E
Sunday	2,115.00	2,180.00	2,180.00		E
RETFORD TOWN HALL - OTHER					
KITCHEN (including gas consumed)					
Commercial, Amenity & Social					
Dinner or Running Buffet/Refreshments	70.00	72.50	72.50	Inc VAT	SR
# Where Retford Town Hall is hired for a celebration / wedding reception regardless of whether the catering is supplied by ourselves or someone else, the cost will be plus standard rated VAT at 20%.					
WORKSOP TOWN HALL - ASSEMBLY ROOM WITH STAGE & ANTI ROOM					
COMMERICAL USE					
Morning, Afternoon or Evening	340.00	350.00	350.00	Inc VAT	SR
All Day up to Midnight	370.00	380.00	380.00	Inc VAT	SR
All Day up to Midnight on Bank Holidays	396.00	408.00	408.00	Inc VAT	SR
Each Hour after Midnight	115.00	119.00	119.00	Inc VAT	SR

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# DIRECTORATE OF CORPORATE RESOURCES

## FINANCE & PROPERTY

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
<b>WORKSOP TOWN HALL - ASSEMBLY ROOM WITH STAGE &amp; ANTI ROOM</b>					
<b>AMENITY USE</b>					
Morning, Afternoon or Evening	252.00	260.00	260.00	Inc VAT	SR
All Day up to Midnight	285.00	294.00	294.00	Inc VAT	SR
All Day up to Midnight on Bank Holidays	315.00	325.00	325.00	Inc VAT	SR
Each Hour after Midnight	96.00	99.00	99.00	Inc VAT	SR
Public Service Use (Police, NHS etc.) per hour	24.00	25.00	25.00	Inc VAT	SR
<b>SOCIAL USE</b>					
Morning, Afternoon or Evening	213.00	220.00	220.00	Inc VAT	SR
All Day up to Midnight	240.00	247.50	247.50	Inc VAT	SR
All Day up to Midnight on Bank Holidays	269.00	277.50	277.50	Inc VAT	SR
Each Hour after Midnight	95.00	98.00	100.00	Inc VAT	SR
<b>WORKSOP TOWN HALL - CERES SUITE</b>					
<b>COMMERCIAL USE</b>					
Use in Conjunction with the Assembly Room	124.00	128.00	128.00	Inc VAT	SR
Morning, Afternoon or Evening	264.00	272.00	272.00	Inc VAT	SR
All Day up to Midnight	313.00	323.00	323.00	Inc VAT	SR
All Day up to Midnight on Bank Holidays	341.00	352.00	352.00	Inc VAT	SR
<b>AMENITY USE</b>					
Use in Conjunction with the Assembly Room	85.00	88.00	88.00	Inc VAT	SR
Morning, Afternoon or Evening	170.00	175.00	175.00	Inc VAT	SR
All Day up to Midnight	200.00	206.00	206.00	Inc VAT	SR
All Day up to Midnight on Bank Holidays	230.00	237.00	237.00	Inc VAT	SR
Public Service Use (Police, NHS etc.) per hour	26.00	27.00	27.00	Inc VAT	SR
<b>SOCIAL USE</b>					
Use in Conjunction with the Assembly Room	75.00	78.00	78.00	Inc VAT	SR
Morning, Afternoon or Evening	135.00	139.00	139.00	Inc VAT	SR
All Day up to Midnight	169.00	174.00	174.00	Inc VAT	SR
All Day up to Midnight on Bank Holidays	196.00	202.00	202.00	Inc VAT	SR
<b>WORKSOP TOWN HALL - VENETIAN ROOM</b>					
<b>COMMERCIAL USE</b>					
Morning, Afternoon or Evening	124.00	128.00	128.00	Inc VAT	SR
All Day up to Midnight	179.00	185.00	185.00	Inc VAT	SR
All Day up to Midnight on Bank Holidays	207.00	214.00	214.00	Inc VAT	SR
Monday to Friday (inclusive)	360.00	370.00	370.00	Inc VAT	SR
<b>AMENITY USE</b>					
Morning, Afternoon or Evening	89.00	92.00	92.00	Inc VAT	SR
All Day up to Midnight	112.00	116.00	116.00	Inc VAT	SR
All Day up to Midnight on Bank Holidays	140.00	144.00	144.00	Inc VAT	SR
Public Service Use (Police, NHS etc.) per hour	20.00	21.00	21.00	Inc VAT	SR

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# DIRECTORATE OF CORPORATE RESOURCES

## FINANCE & PROPERTY

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
<b>WORKSOP TOWN HALL - VENETIAN ROOM</b>					
<b>SOCIAL USE</b>					
Morning, Afternoon or Evening	72.50	75.00	<b>75.00</b>	Inc VAT	SR
All Day up to Midnight	95.50	98.50	<b>98.50</b>	Inc VAT	SR
All Day up to Midnight on Bank Holidays	123.50	127.50	<b>127.50</b>	Inc VAT	SR
<b>ALL ROOMS (weekends only)</b>					
Saturday	1,420.00	1,464.00	<b>1,464.00</b>	Inc VAT	SR
Sunday	1,420.00	1,464.00	<b>1,464.00</b>	Inc VAT	SR
<b>WORKSOP TOWN HALL - OTHER</b>					
<b>KITCHEN (including gas consumed)</b>					
Commercial, Amenity & Social Dinner or Running Buffet/Refreshments	57.50	59.50	<b>59.50</b>	Inc VAT	SR
<b>WORKSOP &amp; RETFORD TOWN HALLS</b>					
<b>REFRESHMENTS</b>					
Coffee/Tea - per person	2.50	2.60	<b>2.60</b>	Inc VAT	SR
<b>HIRE OF EQUIPMENT</b>					
LCD Projector	90.00	93.00	<b>93.00</b>	Inc VAT	SR
Flip Chart & Pens	14.50	15.00	<b>15.00</b>	Inc VAT	SR
OHP Projector	49.00	50.00	<b>50.00</b>	Inc VAT	SR
Tables (Including Tablecloths)	21.50	22.00	<b>22.00</b>	Inc VAT	SR
<b>CIVIL CEREMONY (not including registrar fees)</b>	190.00	196.00	<b>196.00</b>	Inc VAT	SR

Workshop Town Hall (WTH) is opted to tax therefore all charges are standard VAT rated currently 20%, Retford Town Hall (RTH) isn't but the VAT will be determined by the supply.

All room bookings are subject to a returnable deposit of £100 payable in advance plus booking charge of £50 deducted upon final invoice. There is a £25 surcharge for any evening bookings that do not require a bar, this is to cover the requirement of the caretakers on site and to lock up the buildings, Workshop Town Hall is standard rated, Retford Town Hall VAT liability will follow the supply.

Commercial Lettings - examples of which are sales, dances promoted by organisations trading for profit, antique fairs, etc. would be subject to standard rated VAT currently 20% for both Town Halls.

Amenity Lettings - where entrance is restricted. Examples in this category are functions arranged by clubs or societies for their own members, staff dances, wedding receptions, etc., including Local Authority lettings, Workshop Town Hall is standard rated. Where Retford Town Hall is hired for a celebration / wedding reception regardless of whether the catering is supplied by ourselves or someone else, the cost will be plus standard rated VAT currently at 20%.

Social Lettings - where there is open entrance to the public or to broad categories of the public. Functions which fall into this category are dances arranged by local non-profit making societies, OAP, concerts, plays, music recitals etc. Workshop Town Hall is standard rated, Retford Town Hall is standard rated unless for hire of room only, no catering supplied.

Access to pre booked venue day before event if available to be charged at £20/hour to a maximum of 3 hours. Workshop Town Hall is standard rated, Retford Town Hall VAT liability will follow the supply.

For all evening bookings and any event where alcohol is to be served, a £60 fee (Inc VAT) will be charged for one security guard and £120 for two security guards. If any subsequent guards are required, then a further £60 applies. This applies to both Town Hall venues.

Note: The hire charge includes an insurance premium in respect of public liability insurance.

Note: A 10% deposit will apply to the room hire charge for all regular bookings (weekly and monthly). Workshop Town Hall is standard rated, Retford Town Hall exempt for room hire only.

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# DIRECTORATE OF CORPORATE RESOURCES

## FINANCE & PROPERTY

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
RETFORD MARKET					
THURSDAY MARKET					
1 Stall	14.50	15.00	15.00		E
2 Stalls	27.50	28.00	28.50		E
Each Additional Stall	10.00	10.50	10.50		E
1 Pitch (per 10 feet of frontage)	14.00	14.50	14.50	Inc VAT	SR
Extension of Vehicle Pitch (per 6 foot)	9.00	9.50	9.50	Inc VAT	SR
1 Pitch Fixed (per 10 feet of frontage)	14.00	14.50	14.50		E
FRIDAY COLLECTORS MARKET					
1 Stall	14.50	15.00	15.00		E
2 Stalls	24.00	25.00	25.00		E
Each Additional Stall	8.50	9.00	10.50		E
1 Pitch (per 10 feet of frontage)	14.00	14.50	14.50	Inc VAT	SR
Extension of Vehicle Pitch (per 6 foot)	9.00	9.50	10.00	Inc VAT	SR
1 Pitch Fixed (per 10 feet of frontage)	14.00	14.50	14.50		E
SATURDAY MARKET					
1 Stall	16.50	17.00	17.00		E
2 Stalls	30.00	31.00	31.00		E
Each Additional Stall	10.00	10.50	10.50		E
1 Pitch (per 10 feet of frontage)	15.00	15.50	15.50	Inc VAT	SR
Extension of Vehicle Pitch (per 6 foot)	9.00	9.50	10.00	Inc VAT	SR
1 Pitch Fixed (per 10 feet of frontage)	15.00	15.50	15.50		E
Casual Trader (extra per market day - Jan-Sept)*	3.50	4.00	4.00		E
Casual Trader (extra per market day - Oct to Dec)*	5.00	5.00	5.50		E
*variation to fees					
SATURDAY BUTTER MARKET					
1 Stall (per 10 feet of table)	12.00	12.50	12.50		E
FARMERS' MARKET					
1 Stall	17.50	18.00	18.00		E
2 Stalls	32.00	33.00	33.50		E
Each Additional Stall	9.50	10.00	10.50		E
OTHER FEES/CHARGES					
Craft Fairs - per stall	13.50	14.00	14.50		E
Seating outside Broadstone Pub (per month)	110.00	113.00	117.00		E
Corporate Pitch - businesses that only book market days	67.00	69.00	72.00		E
Licensed Market Traders (Retail markets - not second hand stalls/collectors market) Stall Holders sign a licence. A financial obligation of which that absenteeism from stall(s) carries a penalty.					
PENALTY:	If not informed before set up of market	100%	100%	100%	O
	If informed before set up of market	50%	50%	50%	O

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# DIRECTORATE OF CORPORATE RESOURCES

## FINANCE & PROPERTY

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>WORKSOP MARKET</b>				
<b>WEDNESDAY MARKET</b>				
1 Stall	15.00	15.50	15.50	E
2 Stalls	29.00	30.00	30.50	E
Each Additional Stall	10.50	11.00	11.00	E
1 Pitch (per 10 feet of frontage)	15.00	15.50	15.50	Inc VAT SR
Extension of Vehicle Pitch (per 6 foot)	10.00	10.50	10.50	Inc VAT SR
1 Pitch Fixed (per 10 feet of frontage)	15.00	15.50	15.50	E
<b>FRIDAY MARKET</b>				
1 Stall	14.50	15.00	15.00	E
2 Stalls	25.00	26.00	26.00	E
Each Additional Stall	9.00	9.50	10.50	E
1 Pitch (per 10 feet of frontage)	14.50	15.00	15.00	Inc VAT SR
Extension of Vehicle Pitch (per 6 foot)	8.50	9.00	9.50	Inc VAT SR
1 Pitch Fixed (per 10 feet of frontage)	14.50	15.00	15.00	E
<b>SATURDAY MARKET</b>				
1 Stall	14.00	14.50	14.50	E
2 Stalls	24.00	25.00	25.00	E
Each Additional Stall	8.50	9.00	10.50	E
1 Pitch (per 10 feet of frontage)	13.50	14.00	14.00	Inc VAT SR
Extension of Vehicle Pitch (per 6 foot)	8.00	8.50	9.00	Inc VAT SR
1 Pitch Fixed (per 10 feet of frontage)	13.50	14.00	14.50	E
Casual Trader (extra per market day - Jan-Sept)*	3.50	4.00	4.00	E
Casual Trader (extra per market day - Oct to Dec)*	5.00	5.00	5.50	E
*variation to fees				
<b>OTHER FEES/CHARGES</b>				
Craft Fairs - per stall Not opted to tax	12.00	12.50	13.00	E
Corporate Pitch - businesses that book only market days	68.00	70.00	73.00	E
Licensed Market Traders (Retail markets - not second hand stalls/collectors market) Stall Holders sign a licence. A financial obligation of which that absenteeism from stall(s) carries a penalty.				
<b>PENALTY:</b>				
If not informed before set up of market	100%	100%	100%	O
If informed before set up of market	50%	50%	50%	O

### CASUAL TRADER INCENTIVES

New Traders receive 50% discount for 6 consecutive weeks during "kipper weeks" (January to March).  
 Licenced Traders receive 25% discount for 6 consecutive weeks during "kipper weeks" (January to March)  
 If a new trader is introduced by a licensed trader, and the new trader stands for a consecutive 6 weeks at 50% rent, the licensed trader will receive one free stand in reward.  
 Note: Normal car parking fee's apply.

### NEW TRADER INCENTIVES

An introductory rate of "Half Price rent" will be offered to New traders on selected stalls taken for a period of 6 weeks. All Stalls will be allocated by the Markets Management Team.

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# DIRECTORATE OF CORPORATE RESOURCES

## FINANCE & PROPERTY

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>TOWN CENTRES</b>				
Festive Market - per stall/pitch	24.00	25.00	26.00	E
Festive Market - per craft stall	17.00	17.50	18.50	E
<b>FAIRS</b>				
Costhorpe Recreation Ground	390.00	400.00	405.00	E
Retford Churchgate	2,575.00	2,655.00	2,760.00	E
Worksop Bracebridge	1,480.00	1,525.00	1,585.00	E
<b>CIRCUSES</b>				
Site Hire for 3 Days	615.00	635.00	640.00	E

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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## NEIGHBOURHOODS

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>REFUSE</b>				
Wheeled Bins	38.00	39.00	41.00	O
Bulky Items				
1 Item	12.50	13.00	13.50	O
additional item thereafter (max 9 items)	9.00	9.50	10.00	O

### TRADE WASTE

Brown Bags	2.50	2.65	3.00	O
Wheeled Bin				
240 Litre	2.70	2.80	3.00	O
360 Litre	3.70	3.80	4.20	O
1100 Litre	11.00	11.50	13.00	O
Late Payment Fee	87.00	90.00	94.00	O

The Trade Waste charges stated are Bassetlaw District Council costs only.

The total charge is also made up of an 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.

	CURRENT 2021/22 £	NOTIFIED 2022/23 £	PROPOSED 2023/24* £	
<b>GREEN WASTE</b>				
Wheeled bin collection	32.00	33.00	34.00	O
Replacement/charge if failure to return bin at end of subscription	32.00	33.00	34.00	O

**\*NB: This charge is for the collection period March to November inclusive (£33 for the 2022 season and £34 for the 2023 season)**

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		
<b>RECOVERY OF TEXTILE BANKS</b>					
Vehicle and operative per hour	36.00	37.00	See Note*	Inc VAT	SR
2nd operative if required per hour	25.00	26.00		Inc VAT	SR
Storage at CF per day	6.50	7.00		Inc VAT	SR

**\*Charges will vary based on the cost to the Council**

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

### PUBLIC CONVENIENCES

Charge for Bridge Street Toilets, Worksop	0.20	0.20	0.20	O
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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## NEIGHBOURHOODS

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>CEMETERIES</b>				
<b>PACKAGES #"</b>				
Burial Package 1 for a 1 deep interment, with purchase, memorial rights & deeds	1,750.00	1,810.00	<b>1,882.00</b>	O
Burial Package 2 for a 2 deep interment, with purchase, memorial rights & deeds	1,810.00	1,870.00	<b>1,945.00</b>	O
Burial Package 3 for a 3 deep interment, with purchase, memorial rights & deeds	1,860.00	1,925.00	<b>2,002.00</b>	O
Child Package up to 1 Month	FREE	FREE	<b>FREE</b>	O
Child Package 1 Month - 18 Years	FREE	FREE	<b>FREE</b>	O
Woodland Package" 1 interment with tree rights & deeds	1,750.00	1,810.00	<b>1,882.50</b>	O
Cremated Remains" Woodland Package with tree rights & deeds	1,400.00	1,450.00	<b>1,508.00</b>	O
Cremated Remains Package 1 - ashes burial, memorial rights & deeds	945.00	980.00	<b>1019.50</b>	O
Re-Open Package 1 deep with transfer & inscription	765.00	795.00	<b>827.00</b>	O
Re-Open Package 2 deep with transfer & inscription	825.00	855.00	<b>889.00</b>	O
Re-Open Package 3 deep with transfer & inscription	875.00	910.00	<b>946.50</b>	O
Re-Open Cremated Remains Package	415.00	435.00	<b>452.50</b>	O
Re-Open for Stillborn and up to 1 month	FREE	FREE	<b>FREE</b>	O
Re-Open Child Package (Burial)	FREE	FREE	<b>FREE</b>	O
Re-Open Child Package (cremated remains)	FREE	FREE	<b>FREE</b>	O

**# A package includes the internment, 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.**

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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## NEIGHBOURHOODS

### DISCRETIONARY

Not subject to VAT unless stated in the end column

Not subject to VAT unless stated in the end column	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code	
CEMETERIES - SUNDRIES					
Late Paperwork / Forms penalty charge	85.00	90.00	93.50		O
Late Cemetery arrival charge to Funeral Directors - After first 15 minutes	195.00	200.00	208.00		O
New Lawn Memorial, kerb set Memorial, or Rights to Construct a Vault	190.00	195.00	203.00		O
Tree & Plaque	190.00	195.00	203.00	Inc VAT	SR
Cremation plaque Permit Rights, *Tree only	135.00	140.00	145.50	Inc VAT	SR
Every Inscription after the first, All Renovations + Replace Like for Like, Vase Before and After 2013 Permit.	95.00	100.00	104.00		O
Family History / Grave Search per name	23.00	25.00	26.00	Inc VAT	SR
* Supervised Scattering of Ashes (Remembrance Garden ONLY) Memorial + Registration + 10 Year Memorial Rights	N/A	* N/A	* N/A		O
Transfer Rights of Burial Per Grave (Double fee if owner is non resident of Bassetlaw)	60.00	65.00	67.50		O
Exhumation Cremated Remains, (plus new grave charges)	710.00	730.00	760.00		O
Exhumation full grave, (plus new grave charges)	1,210.00	1,250.00	1,300.00		O
** Use of Manton Chapel per 30min Service (No Service Available)	N/A	** N/A	** N/A		O
Copy of Deed / Transfer Certificate to owner only (Double fee if owner is non resident of Bassetlaw)	40.00	40.00	40.00		O
Price per Year - Re-Purchase grave after 99 years, includes Exclusive Rights of Burial Deed and Memorial Rights (Min. 10yrs, Max. 99 yrs.)	18.00	20.00	21.00		O
*** Extend Rights for further 10 Years (Remembrance Garden ONLY)	***N/A	***N/A	***N/A		O
	ORIGINAL PRICE	ORIGINAL PRICE	ORIGINAL PRICE		
Grave BUY-BACK at original price paid					O
Plaque to be placed on bench with 20 years Rights	400.00	400.00	400.00		O

**NOTE: An excess charge of 100% is applicable to all fees for Interments and purchase of graves for non BDC residents**

**\* No provision for scattering of ashes therefore this charge is no longer applicable.**

**\*\* Manton Chapel is unsafe so no services can be held there.**

**\*\*\* No remembrance Garden so not applicable**

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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## NEIGHBOURHOODS

### DISCRETIONARY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
<b>TRANSPORT</b>					
<b>MOT'S</b>					
MOT* Test Classes 4, 7 & 5 light	43.00	44.00	46.00		O
MOT Re-Test (within 14 days)	FREE	FREE	FREE		
Brake Test	17.00	17.50	18.50	Inc VAT	SR
Emissions Test	9.50	10.00	10.50	Inc VAT	SR
Duplicate MOT Certificate	11.50	12.00	12.50	Inc VAT	SR
* Class 4      Cars & Vans up to 3 tonnes * Class 7      Vans & Commercial Vehicles between 3 to 3.5 Tonnes * Class 5 Light      Mini Buses up to 4 Tonnes not exceeding 17 Seats					

### DOG WARDENS

Reclaim Fee (stray dog)	60.00	62.00	64.50		O
Micro-Chipping*	19.00	20.00	21.00	Inc VAT	SR

\*Note: includes both Cats and Dogs

### HOUSING INSPECTIONS

Immigration Housing Inspection	120.00	124.00	129.00		O
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### PRIMARY AUTHORITY PARTNERSHIP SCHEME

Environmental Health Officer hourly rate	92.00	95.00	99.00		O
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### PRIVATE SECTOR HOUSES IN MULTIPLE OCCUPANCY

Houses in Multiple Occupancy Initial Registration	563.00	580.00	603.00		O
Reduced fee for approved Landlord Association Membership (£60 discount)	502.00	520.00	543.00		O
Reduced fee for 2nd property (£60 discount)	502.00	520.00	543.00		O
Reduced fee for Landlord Association membership and 2nd or subsequent property (£120 discount)	441.00	460.00	483.00		O

Note: This charge is applicable once every 5 years

### HOUSING ACT 2004 - ENFORCEMENT NOTICE

Enforcement Notice (max £350)	350.00	350.00	350.00		O
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### HOUSING AND PLANNING ACT 2016 - CIVIL PENALTIES

Civil Penalty (max £30,000)	POA	POA	POA		O
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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## NEIGHBOURHOODS

### DISCRETIONARY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
<b>FOOD</b> (Environmental Information Regulation 2004)					
Export Certificate	92.00	95.00	99.00		O
Safer Food Better Business Packs	9.50	10.00	10.50	Inc VAT	SR
Safer Food Better Business Diary Refills	5.50	6.00	6.50	Inc VAT	SR

### PUBLIC HEALTH

Hygiene Accreditation Scheme	140.00	145.00	151.00		O
Application and Initial Inspection	90.00	95.00	99.00		O
Request for Re-Inspection and Re-Rating	140.00	145.00	151.00		O

### FLY- TIPPING

Removal charge	87.00	90.00	See Note*		O
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\*Charges will vary based on the cost to the Council

### WATER SAMPLING

Risk Assessment (cost per hour per assessment to a maximum of £500)	43.00	45.00	47.00		O
Sampling Visit (cost per hour per visit to a maximum of £100)	43.00	45.00	47.00		O
Investigation (cost per hour per investigation to a maximum of £100)	43.00	45.00	47.00		O
Granting of an Authorisation (cost per hour per investigation to a maximum of £100)	43.00	45.00	47.00		O
Analysis of a sample taken under regulation 10 (Samples taken from small domestic supplies which serve more than a single user).	25.00	25.00	26.00		O
Analysis of a sample taken during Check Monitoring (undertaken frequently for a few important parameters)	100.00	100.00	105.00		O
Analysis of a sample taken during Audit Monitoring (undertaken less frequently for any other specific parameter identified as requiring monitoring by the risk assessment)	500.00	500.00	520.00		O

### EMPTY PROPERTIES VAT REDUCTION LETTER

Charge for letter of evidence of empty property Per letter	72.00	75.00	78.00		O
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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## NEIGHBOURHOODS

### DISCRETIONARY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code	
LEISURE:					
PARKS & OPEN SPACES					
Football Pitch Hire					
With Changing Facilities	64.00	66.00	68.50	Inc VAT	SR
Without Changing Facilities	32.00	33.00	34.50	Inc VAT	SR
Cricket Pitch Hire	64.00	66.00	68.50	Inc VAT	SR
Season Cricket Pitch Hire	400.00	415.00	435.00	Inc VAT	SR
Bowls - 1 rink	9.50	10.00	10.50	Inc VAT	SR
Bowls - 2 rinks	15.00	15.50	16.00	Inc VAT	SR
Bowls - 3 rinks	20.00	21.00	22.00	Inc VAT	SR
Bowls - 4 rinks	27.00	28.00	29.00	Inc VAT	SR
Crown Bowling Green Hire	595.00	615.00	640.00	Inc VAT	SR
Park Events (Commercial):					
Small scale per day	185.00	195.00	203.00	Inc VAT	SR
Large scale per day	370.00	385.00	400.50	Inc VAT	SR
Stall/pitch per day	25.00	26.00	27.00	Inc VAT	SR
Pigeon Liberation	49.00	51.00	53.00	Inc VAT	SR
Parking Bays at Spa Common	37.00	38.00	39.50	Inc VAT	SR
Playground inspections (monthly)					
Inspection and report per visit	40.00	41.50	43.00	Inc VAT	SR
Fishing Licences					
Adult	N/A	4.70	5.00	Inc VAT	SR
Junior	N/A	1.00	1.00	Inc VAT	SR
Match Fishing	N/A	3.00	3.00	Inc VAT	SR
Annual Season Ticket	N/A	62.00	64.50	Inc VAT	SR
Park seat bench					
Plaque to be placed on bench with 20 years Rights			400.00		O

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.

### ACTIVE COMMUNITIES

Half Day Sports Coaching (holidays)	5.00	5.00	<b>5.00</b>	E
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### ALLOTMENTS

	CURRENT 2021/22 £	NOTIFIED 2022/23 £	PROPOSED 2023/24* £	
Rental per square metre	0.132	0.136	<b>0.141</b>	O
Key Charge (lockable sites)				
All Sites Except Cheapside	6.75	7.00	<b>7.25</b>	O
Cheapside (refundable deposit)	10.00	10.00	<b>20.00</b>	O
Shed Rental (per annum)	11.25	11.50	<b>12.00</b>	O

\*The Council must give one year's notice of price increase to all allotment holders

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## DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

### REGENERATION

#### DISCRETIONARY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
<b>BASSETLAW MUSEUM</b>					
A5 Prints of Photographs	1.80	1.85	1.95	Inc VAT	SR
A4 Prints of Photographs	2.30	2.40	2.50	Inc VAT	SR
Commission - Art Gallery	10%	10%	10%	Inc VAT	SR
Percy Laws Gallery (hire fee per exhibition)	53.00	55.00	57.00		E
Percy Laws Gallery Commission	10%	10%	10%		SR

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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## PLANNING & BUILDING CONTROL

### DISCRETIONARY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code	
PLANNING					
Planning Decision Notices per sheet	0.37	0.38	0.40		O
Appeals Decisions per sheet	0.37	0.38	0.40		O
Enforcement Notices per sheet	0.37	0.38	0.40		O
TPO Notices per sheet	0.37	0.38	0.40		O
High Hedges	430.00	445.00	463.00		O
Confirmation of Compliance with Planning Obligations	60.00	62.00	64.50	Inc VAT	SR
Householder Enquiry & Minor Works Form	60.00	62.00	64.50	Inc VAT	SR
Public Footpath Orders*					
Initial Fee	1,220.00	1,260.00	1,310.00		O
Final Payment	1,220.00	1,260.00	1,310.00		O

\*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

### PLANNING ENFORCEMENT FEES

Certified compliance of an enforcement related notice; within 5 working days	306.00	315.00	328.00	Inc VAT	SR
Requests to withdraw an enforcement related notice	561.00	578.00	601.00	Inc VAT	SR
Certified confirmation of compliance with S106 clauses; within 5 working days	459.00	473.00	492.00	Inc VAT	SR
Certified compliance with clauses in a S106; up to one hour meeting included	561.00	578.00	601.00	Inc VAT	SR
Miscellaneous meeting; up to two hours; at the Planning Development Manager's discretion	510.00	526.00	547.00	Inc VAT	SR

### OTHER PLANNING APPLICATION FEES \*\*

Applications deemed to be 'Permitted Development'	10%	10%	10%	Inc VAT	SR
Applications deemed to be Invalid	10%	10%	10%	Inc VAT	SR
Applications returned or withdrawn	10%	10%	10%	Inc VAT	SR

### HOURLY RATES FOR:

Planning Performance Agreement	POA	POA	POA	Inc VAT	SR
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\*\* % applies to Planning Fee (minimum fee of £25) to cover costs.

Site Location Plans (Discretionary) - See Appendix 1

Planning Applications Fees (Statutory) - See Appendix 2

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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## PLANNING & BUILDING CONTROL

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code	
PLANNING PRE-APPLICATION CHARGES					
Large Scale Major Developments *	1,735.00	1,790.00	1,865.00	Inc VAT	SR
Medium Scale Major Developments **	1,195.00	1,230.00	1,280.00	Inc VAT	SR
Small Scale Major Developments **	785.00	810.00	845.00	Inc VAT	SR
Minor Development ***	505.00	520.00	540.00	Inc VAT	SR
All other development (excluding Householder) ***	222.00	230.00	240.00	Inc VAT	SR
"Do I need planning permission?" requests ****	60.00	62.00	65.00	Inc VAT	SR
Householder enquiries****	60.00	62.00	65.00	Inc VAT	SR
Variation of S106 legal agreement****	49.00	51.00	53.00		O
Tree enquiries****	65.00	67.00	70.00	Inc VAT	SR
Other Advice not covered by above categories*****	POA	POA	POA	Inc VAT	SR

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

**Please see appendix 3 for definitions of different type of developments**

\* Fee includes a site visit, up to three 1 hour meetings with the case officer and 1 letter. Does not include any follow up advice.

\*\* Fee includes a site visit, up to two 1 hour meetings with the case officer and 1 letter. Does not include any follow up advice.

\*\*\* Fee includes a site visit, and one 1 hour meeting with the case officer and 1 letter. Does not include any follow up advice.

\*\*\*\* Fee includes 1 letter.

\*\*\*\*\* 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.

### S106 AGREEMENTS

#### PLANNING

Management Fee per Planning Obligation *	5%	5%	<b>5%</b>		O
Modification/verification of S106 fee	108.00	111.00	<b>115.00</b>		O

\* Capped at £5,000 per obligation. Minimum fee of £500 where there are no financial transactions.

### NEIGHBOURHOOD PLANNING

Hourly rate for Neighbourhood Plan	POA	POA	<b>POA</b>	Inc VAT	SR
Hourly rate relating to mapping	POA	POA	<b>POA</b>	Inc VAT	SR
Conference - Bassetlaw Neighbourhood Plan Group	120.00	124.00	<b>129.00</b>	Inc VAT	SR
Conference - External Delegate	270.00	278.00	<b>289.00</b>	Inc VAT	SR

### BUILDING CONTROL: ERECTION (or creation by conversion) OF A DOMESTIC DWELLING

Full Plans Application: Plan Charge	174.00	180.00	<b>187.00</b>	Inc VAT	SR
Full Plans Application: Inspection Charge	430.00	443.00	<b>461.00</b>	Inc VAT	SR
Building Notice Charge	603.00	622.00	<b>648.00</b>	Inc VAT	SR
Regularisation/Reversion Fee *	755.00	778.00	<b>809.00</b>		O

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.

\* Regularisation: Retrospective application, where unauthorised building work has been carried out 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.

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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## PLANNING & BUILDING CONTROL

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
<b>BUILDING CONTROL: SMALL DOMESTIC BUILDINGS &amp; EXTENSIONS:</b>					
Erect or extend attached or detached garage or carport up to 36m2:					
Full Plans Application: Plan Charge	175.00	180.00	<b>187.00</b>	Inc VAT	SR
Plans	130.00	134.00	<b>139.00</b>	Inc VAT	SR
Building Notice Charge	304.00	313.00	<b>326.00</b>	Inc VAT	SR
Regularisation/Reversion Fee *	383.00	395.00	<b>411.00</b>		O
20m2:					
Full Plans Application: Plan Charge	174.00	179.00	<b>186.00</b>	Inc VAT	SR
Full Plans Application: Inspection Charge	279.00	288.00	<b>300.00</b>	Inc VAT	SR
Building Notice Charge	452.00	466.00	<b>486.00</b>	Inc VAT	SR
Regularisation/Reversion Fee *	566.00	584.00	<b>607.00</b>		O
Extension or loft conversion exceeding 20m2 but less than 40m2:					
Full Plans Application: Plan Charge	174.00	180.00	<b>187.00</b>	Inc VAT	SR
Full Plans Application: Inspection Charge	357.00	368.00	<b>383.00</b>	Inc VAT	SR
Building Notice Charge	530.00	546.00	<b>570.00</b>	Inc VAT	SR
Regularisation/Reversion Fee *	668.00	689.00	<b>717.00</b>		O
Extension or loft conversion exceeding 40m2:					
Charge is calculated on a Risk Assessment basis in accordance with DCLG Guidance	POA	POA	<b>POA</b>	Inc VAT	SR
Conversion of a domestic garage into habitable room and/or bathroom/ensuite:					
Full Plans Application: Plan Charge	174.00	180.00	<b>187.00</b>	Inc VAT	SR
Full Plans Application: Inspection Charge	169.00	174.00	<b>181.00</b>	Inc VAT	SR
Building Notice Charge	342.00	353.00	<b>368.00</b>	Inc VAT	SR
Regularisation/Reversion Fee *	430.00	443.00	<b>461.00</b>		O

\* Regularisation: Retrospective application, where unauthorised building work has been carried out 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: CERTAIN ALTERATIONS TO A DOMESTIC DWELLING, AS SPECIFIED BELOW:

Renovation of a thermal element to a single dwelling: (e.g. external insulation).

Full Plans Application: Plans & Inspections	151.00	156.00	<b>162.00</b>	Inc VAT	SR
Building Notice Charge	151.00	156.00	<b>162.00</b>	Inc VAT	SR
Regularisation Fee *	190.00	196.00	<b>204.00</b>		O

Replacement of up to 5 windows or doors: (where all are replaced at the same time)

Full Plans Application: Plans & Inspections	151.00	156.00	<b>162.00</b>	Inc VAT	SR
Building Notice Charge	151.00	156.00	<b>162.00</b>	Inc VAT	SR
Regularisation Fee *	190.00	196.00	<b>204.00</b>		O

\* Regularisation: Retrospective application, where unauthorised building work has been carried out 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: CHARGES BASED ON ESTIMATED COST:

Charges are calculated on a Risk Assessment basis in accordance with MHCLG Guidance

POA	POA	<b>POA</b>	Inc VAT	SR
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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## PLANNING & BUILDING CONTROL

### DISCRETIONARY

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	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
<b>BUILDING CONTROL: CERTAIN ALTERATIONS TO A DOMESTIC DWELLING, AS SPECIFIED BELOW:</b>					
Replacement of 6-10 windows or doors: (where all are replaced at the same time).					
Full Plans Application: Plans & Inspections	206.00	212.00	221.00	Inc VAT	SR
Building Notice Charge	206.00	212.00	221.00	Inc VAT	SR
Regularisation/Reversion Fee *	255.00	263.00	274.00		O
Replacement of 11-15 windows or doors: (where all are replaced at the same time).					
Full Plans Application: Plans & Inspections	285.00	294.00	306.00	Inc VAT	SR
Building Notice Charge	285.00	294.00	306.00	Inc VAT	SR
Regularisation/Reversion Fee *	357.00	368.00	383.00		O
Replace translucent conservatory roof with solid roof:					
Full Plans Application: Plans & Inspections	390.00	402.00	418.00	Inc VAT	SR
Building Notice Charge	390.00	402.00	418.00	Inc VAT	SR
Regularisation/Reversion Fee *	489.00	504.00	524.00		O
Replace translucent conservatory roof with an LABC-Registered lightweight roof system:					
Full Plans Application: Plans & Inspections	185.00	190.00	198.00	Inc VAT	SR
Building Notice Charge	185.00	190.00	198.00	Inc VAT	SR
Regularisation/Reversion Fee *	232.00	239.00	249.00		O
Removal of a single load bearing wall or chimney stack:					
Full Plans Application: Plans & Inspections	151.00	156.00	162.00	Inc VAT	SR
Building Notice Charge	151.00	156.00	162.00	Inc VAT	SR
Regularisation/Reversion Fee *	189.00	195.00	203.00		O
Installation of a septic tank or sewage treatment plant and associated drainage:					
Full Plans Application: Plans & Inspections	321.00	331.00	344.00	Inc VAT	SR
Building Notice Charge	321.00	331.00	344.00	Inc VAT	SR
Regularisation/Reversion Fee *	401.00	413.00	430.00		O

\* Regularisation: Retrospective application, where unauthorised building work has been carried out 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.

### SUPPLEMENTARY BUILDING CONTROL SERVICES & CHARGES:

Householder enquiries ("Do I need an application?")

Free

Substantive advice relating to chargeable functions in advance of a Full Plans Application or Building Notice being finalised and submitted. NB: this is not intended to cover general queries about building work or the application of the Building Regulations

174.00

180.00

187.00

Inc VAT

SR

A proportion of the charge may be credited towards a formal application relating to the same scheme, if submitted within 6 months

### RE-ACTIVATION/INSPECTION OF A DORMANT BUILDING REGULATIONS APPLICATION WHERE A COMPLETION CERTIFICATE HAS NOT BEEN ISSUED:

("Dormant" refers to an application where there has been no activity or contact with Building Control for three years)

50% of the original charge paid

Inc VAT

SR

Retrieval, Copying and Provision of a Building Regulations Decision Notice, Acceptance or Completion Certificate (per application and where documents have previously been issued)

Application deposited prior to and including 1st January 2012

54.00

56.00

58.00

Inc VAT

SR

Application deposited after 1st January 2012

33.00

34.00

35.00

Inc VAT

SR

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# DIRECTORATE OF CORPORATE RESOURCES

## HOUSING SERVICES

### DISCRETIONARY

Not subject to VAT unless stated in the end column.

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>PRIVATE SECTOR GRANTS</b>				
Disabled Facility Grants*	995.00	1,025.00	<b>1,065.00</b>	E
Empty Homes Grants*	1,200.00	1,240.00	<b>1,290.00</b>	Inc VAT SR
* Price quoted or 10% whichever is the greatest (except Stair lifts, which is 10% only)				

### COMMUNITY ALARM SERVICE CHARGES

Charges per Week				
Residential	6.90	7.10	<b>7.40</b>	Z
Mobile (quarterly visit)	3.40	4.00	<b>4.20</b>	Z
One-Off Charges				
Lifeline installation charge	17.00	18.00	<b>19.00</b>	Z

### COMMUNITY CENTRES\*

Charges per Hour				
Hire Rate (Sunday to Friday)	13.40	13.90	<b>14.50</b>	E
Hire Rate (after 6pm Friday & Saturday)	19.90	20.70	<b>21.70</b>	E
Concession Rate				
Charges per Third Hour:				
Sunday to Friday	FREE	FREE	<b>FREE</b>	
After 6pm Friday & Saturday	FREE	FREE	<b>FREE</b>	
Charges per each hour before/thereafter:	6.70	7.00	<b>7.50</b>	E
Committee Rooms	6.70	7.00	<b>7.50</b>	E
*From 2018/19 until 2022/23 the community centre charges will increase by 3%, plus CPI.				
The concession rate is the 3rd hour free.				
Guest Rooms (per room / night)	18.00	18.50	<b>19.50</b>	SR
Compensation Charge for Excessive Cleaning				
Community Centres	101.00	104.00	<b>108.00</b>	O
Guest Rooms	72.00	74.50	<b>77.50</b>	O

### GARAGES

Site per week - Old	7.60	7.80	<b>8.00</b>	SR
Site per week - Refurbished	10.30	10.60	<b>11.00</b>	SR
Site per week - New (Previously Stanley Street)	13.70	14.10	<b>14.70</b>	SR
Plot site per annum	61.50	63.50	<b>66.00</b>	SR

### BRANCHING OUT

Handyman	POA	POA	<b>POA</b>	SR
Landscaping	POA	POA	<b>POA</b>	SR

### OTHER

Issuing of Rent References	44.00	45.50	<b>47.50</b>	SR
Key Fob Replacement (Flats)	5.50	6.00	<b>6.50</b>	SR
Key Fob Replacement (Sheltered Schemes)	5.50	6.00	<b>6.50</b>	SR
Key Safe (small) - to buy outright*	55.00	57.00	<b>59.50</b>	Z
to rent per week	4.10	4.25	<b>4.50</b>	Z
Key Safe (large) - to buy outright*	70.00	72.50	<b>75.50</b>	Z
to rent per week	4.60	4.75	<b>5.00</b>	Z
Leaseholder Management Fee	97.00	100.00	<b>104.00</b>	O
Charge to Solicitors for provision of Leaseholder information	144.00	150.00	<b>156.00</b>	SR

\* Where the Key safe is not connected to the Community Alarm Service the vat treatment will be standard rated.

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## ALL DIRECTORATES

### PHOTOCOPYING

#### DISCRETIONARY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £		VAT Code
<b>PHOTOCOPYING</b>					
Photocopying (per sheet)					
A4	0.40	0.45	<b>0.45</b>	<b>Inc VAT</b>	SR
A3	0.70	0.80	<b>0.85</b>	<b>Inc VAT</b>	SR
A2	1.50	1.60	<b>1.65</b>	<b>Inc VAT</b>	SR
A1	2.50	2.60	<b>2.70</b>	<b>Inc VAT</b>	SR
A0	3.50	3.60	<b>3.75</b>	<b>Inc VAT</b>	SR

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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## PLANNING - SITE LOCATION PLANS APPENDIX 1

### DISCRETIONARY

#### Site Location Plans

*Pricing Structure - VAT rate 20%*

Copies	LAMS (1:500)	VAT	Admin (1:500)	VAT	Retail (1:500)
1	£7.00	£1.40	£7.23	£1.45	£17.08
2	£7.25	£1.45	£7.45	£1.49	£17.64
3	£7.50	£1.50	£7.66	£1.53	£18.19
4	£7.75	£1.55	£7.87	£1.57	£18.74
5	£8.00	£1.60	£8.08	£1.62	£19.30
6	£8.25	£1.65	£8.30	£1.66	£19.86
7	£8.50	£1.70	£8.51	£1.70	£20.41
8	£8.75	£1.75	£8.72	£1.74	£20.96
9	£9.00	£1.80	£8.93	£1.79	£21.52
10	£9.25	£1.85	£9.15	£1.83	£22.08
11	£9.50	£1.90	£9.36	£1.87	£22.63
12	£9.75	£1.95	£9.57	£1.91	£23.18
Copies	LAMS (1:1250)	VAT	Admin (1:1250)	VAT	Retail (1:1250)
1	£11.50	£2.30	£6.81	£1.36	£21.97
2	£11.85	£2.37	£6.94	£1.39	£22.55
3	£12.20	£2.44	£7.06	£1.41	£23.11
4	£12.55	£2.51	£7.19	£1.44	£23.69
5	£12.90	£2.58	£7.32	£1.46	£24.26
6	£13.25	£2.65	£7.45	£1.49	£24.84
7	£13.60	£2.72	£7.57	£1.51	£25.40
8	£13.95	£2.79	£7.70	£1.54	£25.98
9	£14.30	£2.86	£7.83	£1.57	£26.56
10	£14.65	£2.93	£7.96	£1.59	£27.13
11	£15.00	£3.00	£8.09	£1.62	£27.71
12	£15.35	£3.07	£8.21	£1.64	£28.27

# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## PLANNING - SITE LOCATION PLANS APPENDIX 1

### DISCRETIONARY

Copies	LAMS (1:2500) R	VAT	Admin (1:2500) R	VAT	Retail (1:2500) R
1	£14.75	£2.95	£7.02	£1.40	£26.12
2	£15.10	£3.02	£7.15	£1.43	£26.70
3	£15.45	£3.09	£7.28	£1.46	£27.28
4	£15.80	£3.16	£7.40	£1.48	£27.84
5	£16.15	£3.23	£7.53	£1.51	£28.42
6	£16.50	£3.30	£7.66	£1.53	£28.99
7	£16.85	£3.37	£7.79	£1.56	£29.57
8	£17.20	£3.44	£7.91	£1.58	£30.13
9	£17.55	£3.51	£8.04	£1.61	£30.71
10	£17.90	£3.58	£8.17	£1.63	£31.28
11	£18.25	£3.65	£8.30	£1.66	£31.86
12	£18.60	£3.72	£8.42	£1.68	£32.42

Copies	LAMS (1:2500) U	VAT	Admin (1:2500) U	VAT	Retail (1:2500) U
1	£36.00	£7.20	£6.81	£1.36	£51.37
2	£36.75	£7.35	£6.60	£1.32	£52.02
3	£37.50	£7.50	£6.38	£1.28	£52.66
4	£38.25	£7.65	£6.17	£1.23	£53.30
5	£39.00	£7.80	£5.95	£1.19	£53.94
6	£39.75	£7.95	£5.74	£1.15	£54.59
7	£40.50	£8.10	£5.53	£1.11	£55.24
8	£41.25	£8.25	£5.32	£1.06	£55.88
9	£42.00	£8.40	£5.11	£1.02	£56.53
10	£42.75	£8.55	£4.89	£0.98	£57.17
11	£43.50	£8.70	£4.68	£0.94	£57.82
12	£44.25	£8.85	£4.47	£0.89	£58.46

# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## PLANNING PRE-APPLICATION CHARGES DEFINITIONS - APPENDIX 1A

### **Large Scale Major development:**

- ☐ Residential development of 200 or more houses or where the number of houses is not known the site area is 4 hectares or more;
- ☐ New floor space of 10,000 sqm or more or where the site area is 2 hectares or more;
- ☐ Development subject to an Environmental Impact Assessment (EIA).

### **Medium scale major development**

- ☐ Residential development of between 50 and 199 houses (inclusive) or where the number of houses is not known the site area is between 1.5 hectares and 4 hectares (inclusive)
- ☐ New floor space of between 2,500 and 9,999 square metres or where the site area is more than 1.5 hectare and less than 2 hectares (inclusive).

### **Small scale major development**

- ☐ Residential development of between 10 and 49 houses (inclusive) or where the number of houses is not known the site area is between 0.5 hectares and 1.5 hectares (inclusive)
- ☐ New floor space of between 1,000 and 2,499 square metres or where the site area is more than 1 hectare and less than 1.5 hectares (inclusive).

### **Minor development e.g.:**

- ☐ Residential development of between 3 and 9 dwellings or where the number of houses is not known the site area is below 0.5 hectares (inclusive);
- ☐ New floor space of between 300 square metres and 1,000 square metres or where the site area is between 0.2 and 1 hectare (inclusive);
- ☐ Telecommunications development

### **All other development (excluding Householder):**

- ☐ Residential development of 1 or 2 dwellings;
- ☐ New floor space of less than 300 square metres (inclusive);
- ☐ Change of use of existing buildings;
- ☐ Planning permission for relevant demolition in a conservation area;
- ☐ Advert Consent

### **Householder Enquiries**

- ☐ Proposals which do need planning permission (request for this information can be made for a further fee of £64.50 including VAT – see “Do I Need Planning Permission?” web page) and only include alterations to existing buildings/structures.

## NEW FEES EFFECTIVE AS OF APRIL 1ST 2022 - STATUTORY

### DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

Not subject to VAT unless stated in the end column.

#### PLANNING APPLICATIONS FEES - APPENDIX 2

##### **Prior Approval (under Permitted Development rights)**

Additional storeys on a home (from 30 July 2021)

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) (from 1 August 2021)

Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Use Class C3) (from 30 July 2021)

Erection, extension, or alteration of a university building (from 21 April 2021)

PROPOSED 2022/23 £	VAT Code
96.00	O
96.00	O
£100 for each dwellinghouse	O
96.00	O

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## DIRECTORATE OF CORPORATE RESOURCES

### CORPORATE SERVICES

#### STATUTORY

Not subject to VAT unless stated in the end column

		PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>ELECTIONS</b>					
Sale of Full/Edited Register					
The Representation of the People (England and Wales) Regulations 2001.					
in data form	fixed	20.00	20.00	<b>20.00</b>	O
	per 1,000 entries	1.50	1.50	<b>1.50</b>	O
in printed form	fixed	10.00	10.00	<b>10.00</b>	O
	per 1,000 entries	5.00	5.00	<b>5.00</b>	O
Sale of Marked Register & Marked Absent Voting lists					
The Representation of the People (Amendment) Regulations 2008.					
in data form	fixed	10.00	10.00	<b>10.00</b>	O
	per 1,000 entries	1.00	1.00	<b>1.00</b>	O
in printed form	fixed	10.00	10.00	<b>10.00</b>	O
	per 1,000 entries	2.00	2.00	<b>2.00</b>	O

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# DIRECTORATE OF CORPORATE RESOURCES

## CORPORATE SERVICES

### STATUTORY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>LICENSING</b>				
<b>GAMBLING ACT - PERMIT FEES</b>				
Family Entertainment Centre Gaming Machine -				
- Application Fee	300.00	300.00	300.00	O
- Renewal Fee	300.00	300.00	300.00	O
- Existing Operator Grant	100.00	100.00	100.00	O
- Change of Name	25.00	25.00	25.00	O
- Copy of Permit	15.00	15.00	15.00	O
Prize Gaming -				
- Application Fee	300.00	300.00	300.00	O
- Renewal Fee	300.00	300.00	300.00	O
- Existing Operator Grant	100.00	100.00	100.00	O
- Change of Name	25.00	25.00	25.00	O
- Copy of Permit	15.00	15.00	15.00	O
Licensed Premises Gaming Machine Permit				
- Grant	150.00	150.00	150.00	O
- Existing Operator Grant	100.00	100.00	100.00	O
- Variation	100.00	100.00	100.00	O
- Transfer	25.00	25.00	25.00	O
- Annual Fee	50.00	50.00	50.00	O
- Change of Name	25.00	25.00	25.00	O
- Copy of Permit	15.00	15.00	15.00	O
Club Gaming Permit -				
- Grant	200.00	200.00	200.00	O
- Grant (Club Premises Certificate Holder)	100.00	100.00	100.00	O
- Existing Operator Grant	100.00	100.00	100.00	O
- Variation	100.00	100.00	100.00	O
- Renewal	200.00	200.00	200.00	O
- Renewal (Club Premises Certificate Holder)	100.00	100.00	100.00	O
- Annual Fee	50.00	50.00	50.00	O
- Copy of Permit	15.00	15.00	15.00	O
Club Gaming Machine Permit -				
- Grant	200.00	200.00	200.00	O
- Grant (Club Premises Certificate Holder)	100.00	100.00	100.00	O
- Existing Operator Grant	100.00	100.00	100.00	O
- Variation	100.00	100.00	100.00	O
- Renewal	200.00	200.00	200.00	O
- Renewal (Club Premises Certificate Holder)	100.00	100.00	100.00	O
- Annual Fee	50.00	50.00	50.00	O
- Copy of Permit	15.00	15.00	15.00	O
Small Society Lottery Registration -				
- Application Fee	40.00	40.00	40.00	O
- Annual Fee	20.00	20.00	20.00	O

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# DIRECTORATE OF CORPORATE RESOURCES

## CORPORATE SERVICES

### STATUTORY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>LICENCES AND CERTIFICATES</b>				
Premises Licence - Grant/Variation (Not change of name/address or premises supervisor)				
- NDRV £0 - £4,300	100.00	100.00	<b>100.00</b>	O
- NDRV £4,301 - £33,000	190.00	190.00	<b>190.00</b>	O
- NDRV £33,001 - £87,000	315.00	315.00	<b>315.00</b>	O
- NDRV £87,001 - £125,000	450.00	450.00	<b>450.00</b>	O
- NDRV £125,001 and over	635.00	635.00	<b>635.00</b>	O
Premises Licence - Annual				
- NDRV £0 - £4,300	70.00	70.00	<b>70.00</b>	O
- NDRV £4,301 - £33,000	180.00	180.00	<b>180.00</b>	O
- NDRV £33,001 - £87,000	295.00	295.00	<b>295.00</b>	O
- NDRV £87,001 - £125,000	320.00	320.00	<b>320.00</b>	O
- NDRV £125,001 and over	350.00	350.00	<b>350.00</b>	O
Application for grant/renewal of a personal licence	37.00	37.00	<b>37.00</b>	O
Temporary Event Notice	21.00	21.00	<b>21.00</b>	O
Theft, loss etc. of premises licence or summary	10.50	10.50	<b>10.50</b>	O
Application for a provisional statement where premises being built etc.	315.00	315.00	<b>315.00</b>	O
Notification of change of name/address	10.50	10.50	<b>10.50</b>	O
Application to vary licence to specify individual as premises supervisor	23.00	23.00	<b>23.00</b>	O
Application for transfer of premises licence	23.00	23.00	<b>23.00</b>	O
Interim authority notice following death etc. of licence holder	23.00	23.00	<b>23.00</b>	O
Theft, loss etc. of certificate or summary	10.50	10.50	<b>10.50</b>	O
Notification of change of name or alteration of rules of club	10.50	10.50	<b>10.50</b>	O
Theft, loss etc. of temp event notice	10.50	10.50	<b>10.50</b>	O
Theft, loss etc. of personal licence	10.50	10.50	<b>10.50</b>	O
Duty to notify change of name/address	10.50	10.50	<b>10.50</b>	O
Right of freeholder etc. to be notified of licensing matters	21.00	21.00	<b>21.00</b>	O
Alcohol Licences Premises - Automatic Notification Process				
- On Notification	50.00	50.00	<b>50.00</b>	O
Alcohol:				
- Grant/renewal of personal licence	37.00	37.00	<b>37.00</b>	O

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## DIRECTORATE OF CORPORATE RESOURCES

### REVENUES & BENEFITS

#### STATUTORY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>COUNCIL TAX AND BUSINESS RATES</b>				
Non Payment of Council Tax/Business Rates				
Council Tax Summons	70.00	70.00	<b>70.00</b>	O
Business Rates Summons	100.00	100.00	<b>100.00</b>	O

#### BENEFITS VERIFICATION

Administrative Penalty (Ad Pens) - CTR only  
The Penalty is equivalent to 50% of the recoverable payment due from the person concerned, rounded down to the nearest penny (Minimum £100 /Maximum £1,000).

Percentage of Recoverable Payment	50%	50%	<b>50%</b>	O
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CTR maximum is £1,000 under new regulations. HB admin penalties are no longer income for BDC as the DWP raise these.

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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## NEIGHBOURHOODS

### STATUTORY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>PUBLIC HEALTH</b>				
Depositing Litter				
Full Penalty	100.00	100.00	<b>100.00</b>	O
Maximum Fine	2,500.00	2,500.00	<b>2,500.00</b>	O
Failure to produce waste documents (waste transfer notes)				
Full Penalty	300.00	300.00	<b>300.00</b>	O
Maximum Fine	Unlimited Fine	Unlimited Fine	<b>Unlimited Fine</b>	O
Failure to produce waste authority (waste carriers licence)				
Full Penalty	300.00	300.00	<b>300.00</b>	O
Maximum Fine	Unlimited Fine	Unlimited Fine	<b>Unlimited Fine</b>	O
Offences relating to waste receptacles (commercial only)				
Full Penalty	110.00	110.00	<b>110.00</b>	O
Maximum Fine	1,000.00	1,000.00	<b>1,000.00</b>	O
*Graffiti & Fly-posting				
Full Penalty	100.00	120.00	<b>140.00</b>	O
Maximum Fine	2,500.00	2,500.00	<b>2,500.00</b>	O
Abandoning a vehicle				
Full Penalty	200.00	200.00	<b>200.00</b>	O
Maximum Fine	2,500.00	2,500.00	<b>2,500.00</b>	O
*Unauthorised Distribution of Literature				
Full Penalty	100.00	100.00	<b>100.00</b>	O
Maximum Fine	2,500.00	2,500.00	<b>2,500.00</b>	O
Breach of Householder Duty of Care				
Full Penalty**	N/A	200.00	<b>200.00</b>	O
Maximum Fine	N/A	N/A	<b>Unlimited Fine</b>	O
Fly-tipping				
Full Penalty	400.00	400.00	<b>400.00</b>	O
Maximum	Unlimited Fine	Unlimited Fine	<b>Unlimited Fine</b>	O
Community Protection Notice				
Full Penalty	100.00	100.00	<b>100.00</b>	O
Maximum Fine	2,500.00	2,500.00	<b>2,500.00</b>	O
Public Spaces Protection (Dog Control)				
Full Penalty	100.00	100.00	<b>100.00</b>	O
Maximum Fine	1,000.00	1,000.00	<b>1,000.00</b>	O

\*The penalty range specified in Regulations for graffiti/fly-posting, 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.

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# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## NEIGHBOURHOODS

### STATUTORY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>POLLUTION CONTROL</b>				
<b>(All fees are set by DEFRA and are subject to change during the year)</b>				
<b>APPLICATION FEES:</b>				
Standard Process	1,650.00	1,650.00	<b>1,650.00</b>	O
Additional fee for operating without a permit	1,188.00	1,188.00	<b>1,188.00</b>	O
PVRI, SWOBs and Dry Cleaners reduced fee activities	155.00	155.00	<b>155.00</b>	O
PVR 1 & 11 combined	257.00	257.00	<b>257.00</b>	O
VRs and other reduced fee activities	362.00	362.00	<b>362.00</b>	O
Reduced fee activities: Additional fee for operating without a permit	71.00	71.00	<b>71.00</b>	O
Mobile screening and crushing plant	1,650.00	1,650.00	<b>1,650.00</b>	O
for the 3rd to 7th applications	985.00	985.00	<b>985.00</b>	O
for the 8th and subsequent applications	498.00	498.00	<b>498.00</b>	O
<b>Where an application for any of the above is for a combined Part B and waste application, add an extra £310</b>				

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

#### ANNUAL SUBSISTENCE CHARGE:

Standard process LOW	<b>772.00</b>	O
Standard process MEDIUM	<b>1,161.00</b>	O
Standard process HIGH	<b>1,747.00</b>	O

	Low	Med	High	
Reduced fee activities Low/Med/High	<b>79.00</b>	<b>158.00</b>	<b>237.00</b>	O
PVR 1 & 11 combined	<b>113.00</b>	<b>226.00</b>	<b>341.00</b>	O
Vehicle refinishers Low/Med/High	<b>228.00</b>	<b>365.00</b>	<b>548.00</b>	O
Mobile screening and crushing plant for 1st and 2nd permits Low/Med/High	<b>626.00</b>	<b>1,034.00</b>	<b>1,551.00</b>	O
For the 3rd to 7th permits Low/Med/High	<b>385.00</b>	<b>617.00</b>	<b>924.00</b>	O
8th and subsequent permits Low/Med/High	<b>198.00</b>	<b>314.00</b>	<b>473.00</b>	O

Late payment fee

**71.00**

O

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

#### TRANSFER & SURRENDER:

Standard process transfer	169.00	169.00	<b>169.00</b>	O
Standard process partial transfer	497.00	497.00	<b>497.00</b>	O
New operator at low risk reduced fee activity (extra 1- off subsistence charge)	75.00	75.00	<b>75.00</b>	O
Surrender: all part B activities	497.00	497.00	<b>497.00</b>	O
Reduced fee activities: transfer	169.00	169.00	<b>169.00</b>	O
Reduced fee activities: partial transfer	47.00	47.00	<b>47.00</b>	O

#### TEMPORARY TRANSFER OF MOBILES:

1st transfer	53.00	53.00	<b>53.00</b>	O
Repeat following enforcement or warning	53.00	53.00	<b>53.00</b>	O

#### SUBSTANTIAL CHANGE:

Standard process	1,050.00	1,050.00	<b>1,050.00</b>	O
Standard process where the substantial change results in a new PPC activity	1,650.00	1,650.00	<b>1,650.00</b>	O
Reduced fee activities	102.00	102.00	<b>102.00</b>	O

VAT Code KEY: O = Outside the Scope; E = Exempt; Z = Zero which are all 0% VAT; SR = Standard Rated 20% VAT

# DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

## NEIGHBOURHOODS

### STATUTORY

Not subject to VAT unless stated in the end column

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>LOCAL AUTHORITY-INTEGRATED PREVENTION POLLUTION CONTROL CHARGES (includes £99 charge to cover Local Authority extra Admin costs):</b>				
Application	3,363.00	3,363.00	<b>3,363.00</b>	O
Additional fee for operating without a permit	1,188.00	1,188.00	<b>1,188.00</b>	O
*Annual subsistence LOW	1,447.00	1,447.00	<b>1,447.00</b>	O
*Annual subsistence MEDIUM	1,611.00	1,611.00	<b>1,611.00</b>	O
*Annual subsistence HIGH	2,334.00	2,334.00	<b>2,334.00</b>	O
Late payment fee	52.00	52.00	<b>52.00</b>	O
Substantial variation	3,363.00	3,363.00	<b>3,363.00</b>	O
Transfer	235.00	235.00	<b>235.00</b>	O
Partial transfer	698.00	698.00	<b>698.00</b>	O
Surrender	698.00	698.00	<b>698.00</b>	O
<b>*Where subsistence charges are paid 1/4ly an extra £36 is payable</b>				O

#### Local Authority Prevention Pollution Control mobile plant charges:

No. of permits	Application fee	Subsistence fee				
		Low		Med		High
1 to 2	<b>1,650.00</b>	<b>626.00</b>		<b>1,034.00</b>		<b>1,551.00</b>
3 to 7	<b>985.00</b>	<b>385.00</b>		<b>617.00</b>		<b>924.00</b>
8 & over	<b>498.00</b>	<b>198.00</b>		<b>314.00</b>		<b>473.00</b>

**NOTE: All fees are set by DEFRA and are subject to change during the year**

VAT Code KEY: O = Outside the Scope; E = Exempt; Z = Zero which are all 0% VAT; SR = Standard Rated 20% VAT

## DIRECTORATE OF CORPORATE RESOURCES

### HOUSING SERVICES

#### STATUTORY

Not subject to VAT unless stated in the end column.

	PREVIOUS 2020/21 £	CURRENT 2021/22 £	PROPOSED 2022/23 £	VAT Code
<b>Court Costs</b>				
Possession Hearings	325.00	325.00	<b>355.00</b>	O
Eviction Warrant Fee	121.00	121.00	<b>121.00</b>	O
Leaseholder Ground Rent	10.00	10.00	<b>10.00</b>	O

VAT Code KEY: O = Outside the Scope; E = Exempt; Z = Zero which are all 0% VAT; SR = Standard Rated 20% VAT

## DIRECTORATE OF REGENERATION & NEIGHBOURHOODS

### PLANNING APPLICATIONS FEES - APPENDIX 2

#### STATUTORY

#### A Guide to the Fees for Planning Applications in England

**These fees apply from the 17 January 2018 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 1 August 2021.*

*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	Single dwelling house	£206
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#### Outline Applications

Site area for sites up to and including 2.5 hectares	Not more than 2.5 hectares	£462 for each 0.1 hectare (or part thereof)
Site area more than 2.5 hectares	More than 2.5 hectares	£11,432 + £138 for each additional 0.1 hectare (or part thereof) in excess of 2.5 hectares Maximum fee of £150,000

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

Alterations/extensions dwellinghouses, including works within boundaries	Single Dwellinghouse or single flat	£206
	Two or more dwellinghouses (or two or more flats)	£407
New dwellinghouses	Not more than 50 dwellinghouses	£462 for each dwellinghouse
New dwellinghouses	More than 50 dwellinghouses	£22,859 + £138 for each additional dwellinghouse in excess of 50 Maximum fee of £300,000

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

Gross floor space to be created by the development	No increase in gross floor space or no more than 40 sq. m	£234
Gross floor space to be created by the development	More than 40 sq. m but no more than 75 sq. m	£462
Gross floor space to be created by the development	More than 75 sq. m but no more than 3,750 sq. m	£462 for each 75 sq. m (or part thereof)
Gross floor space to be created by the development	More than 3,750 sq. m	£22,859 + £138 for each additional 75 sq. m (or part thereof) in excess of 3,750 sq. m. Maximum fee of £300,000

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

Gross floor space to be created by the development	Not more than 465 sq. m	£96
Gross floor space to be created by the development	More than 465 sq. m but not more than 540 sq. m	£462
Gross floor space to be created by the development	More than 540 sq. m but not more than 4,215 sq. m	£462 for first 540 sq. m + £462 for each additional 75 sq. m (or part thereof) in excess of 540 sq. m
Gross floor space to be created by the development	More than 4,215 sq. m	£22,859 + £138 for each additional 75 sq. m (or part thereof) in excess of 4,125 sq. m Maximum fee of £300,00

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

Gross floor space to be created by the development	Not more than 465 sq. m	£96
	More than 465 sq. m	£2,580

DIRECTORATE OF REGENERATION & NEIGHBOURHOODS		
PLANNING APPLICATIONS FEES - APPENDIX 2		
STATUTORY		
Full Applications (and First Submissions of Reserved Matters; or Technical Details Consent) Continued...		
Erection/ alterations/ replacement of plant and machinery		
Site area	Not more than 5 hectares	£462 for each 0.1 hectare (or part thereof)
Site area	More than 5 hectares	£22,859 + £138 for each additional 0.1 hectare (or part thereof) in excess of 5 hectares Maximum fee of £300,00
Applications other than Building Works		
Car parks, service roads or other accesses	For existing uses	£234
<b>Waste</b> (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)		
Site area	Not more than 15 hectares	£234 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£34,934 + £138 for each additional 0.1 hectare (or part thereof) in excess of 15 hectares Maximum fee of £78,000
Operations connected with exploratory drilling for oil or natural gas		
Site area	Not more than 7.5 hectares	£508 for each 0.1 hectare (or part thereof)
Site area	More than 7.5 hectares	£38,070 + £151 for each additional 0.1 hectare (or part thereof) in excess of 7.5 hectares Maximum fee of £300,000
Operations (other than exploratory drilling) for winning and working of oil or natural gas		
Site area	Not more than 15 hectares	£257 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£38,520 + additional £151 for each 0.1 hectare in excess of 15 hectares Maximum fee of £78,000
Other operations (winning and working of minerals) excluding oil and natural gas		
Site area	Not more than 15 hectares	£234 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£34,934 + additional £138 for each 0.1 hectare in excess of 15 hectares Maximum fee of £78,000
Other operations (not coming within any of the above categories)		
Site area	Any site area	£234 for each 0.1 hectare (or part thereof) Maximum fee of £2,028
Change of Use of a building to use as one or more separate dwellinghouses, or other cases		
Number of dwellinghouses	Not more than 50 dwellinghouses	£462 for each dwellinghouse
Number of dwellinghouses	More than 50 dwellinghouses	£22,859 + £138 for each additional dwellinghouse in excess of 50 Maximum fee of £300,000
Other Changes of Use of a building or land		£462
Lawful Development Certificate		
LDC - Existing Use or operation		Same as Full
LDC - Existing Use or operation - lawful not to comply with any condition or limitation		£234
LDC - Proposed Use or operation		Half the normal planning fee

DIRECTORATE OF REGENERATION & NEIGHBOURHOODS		
PLANNING APPLICATIONS FEES - APPENDIX 2		
STATUTORY		
Prior Approval (under Permitted Development rights)		
	Larger Homes Extensions (from 19 August 2019)	£96
New	Additional storeys on a home (from 30 July 2021)	£96
	Agricultural and Forestry buildings & operations	£96
	Demolition of buildings	£96
	Communications (previously referred to 'Telecommunications Code Systems Operations')	£462
New	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) (from 1 August 2021)	£96
	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	£96
	Change of Use of a building and any land within its curtilage from and Agricultural Building to a State-Funded School.	£96
	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)	£96
New	Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Use Class C3) (from 30 July 2021)	£100 for each dwellinghouse
	Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	£96; or
		£206 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)	£96; or
		£206 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)	£96; or
		£206 if it includes building operations in connection with the change of use
	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	£96
	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	£96
	Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	£96
	Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£96
New	Erection, extension, or alteration of a university building (from 21 April 2021)	£96
Construction of new dwellinghouses (from 2 September 2020)	Not more than 50 dwellinghouses	£334 for each dwellinghouse
	More than 50 dwellinghouses	£16,525 + £100 for each dwellinghouse in excess of 50 Maximum fee of £300,000

DIRECTORATE OF REGENERATION & NEIGHBOURHOODS		
PLANNING APPLICATIONS FEES - APPENDIX 2		
STATUTORY		
Reserved Matters		
Approval of reserved matters following outline approval	Full fee due or if full fee already paid then £462 due	
Removal/ Variation/Approval/Discharge of condition		
Removal or variation of a condition following grant of planning permission		£234
Discharge of condition(s) - Approval of details and / or confirmation that one or more planning conditions have been complied with	Householder permissions	£34
	All other permissions	£116
Advertising		
Relating to the business on the premises		£132
Advance signs which are not situated or visible from the site, directing the public to a business		£132
Other advertisements		£462
Non-material Amendment Following a Grant of Planning Permission		
Applications in respect of householder developments		£34
Applications in respect of other developments		£234
Permission in Principle		
Site area	£402 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.		
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 carrying out 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		
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		
If the application is the first revision of an application for development of the same character or description on the same site by the same applicant:		
• For a withdrawn application: Within 12 months of the date the application was received.		
• For a determined application: Within 12 months of the date the application was granted, refused or an appeal dismissed		
• For an application where an appeal was made on the grounds of non-determination: Within 12 months of the period when the giving of notice of a decision on the earlier valid application expired.		
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		

DIRECTORATE OF REGENERATION & NEIGHBOURHOODS	
PLANNING APPLICATIONS FEES - APPENDIX 2	
STATUTORY	
<b>Concessions continued...</b>	
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.	
<b>Exemptions From Payment continued...</b>	
If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) or where the application is made following refusal of consent for display of an advertisement, and where the application is made by or on behalf of the same person	
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)	
<b>Reductions To Payments</b>	
If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving the buildings then the fee is £462	
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 £462	
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 the sum of the others	
<b>Fees for cross boundary applications</b>	
Where an application crosses one or more local or district planning authorities	
<ul style="list-style-type: none"> <li>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</li> <li>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</li> </ul>	
In either case, the fee should be paid to the authority that contains the larger of the part of the application site within its boundary.	

# Contact us



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If you need any help communicating with us or understanding any of our documents, please contact us on **0800 590 542**.



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