



## **Fees and Charges Schedule**

**2024/25**

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**Key to VAT**

- S - Standard Rate - 20%
- Z - Zero Rate - 0%
- E - Exempt from VAT
- O - Outside the scope of VAT

**Key to Fee**

- S - Statutory
- D - Discretionary

## **Housing, Health and Community**

**HOUSING, HEALTH AND COMMUNITY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: CEMETERIES**

**CHARGING AREA: CEMETERIES**

*A Brentwood resident is anyone currently living in the Borough or someone who spent 75% of their life in the Borough.*

			£	£	£	£
<b><u>Purchase of Exclusive Rights of Burial for 50 years</u></b>						
All full burial graves	E	D	1,440.00	1,440.00	1,538.00	1,538.00
Cremated remains grass plot	E	D	520.00	520.00	556.00	556.00
Non-Brentwood resident - all full burial graves	E	D	2,890.00	2,890.00	3,087.00	3,087.00
Non-Brentwood resident - cremated remains grass plot	E	D	1,040.00	1,040.00	1,111.00	1,111.00
<b><u>Purchase of Exclusive Rights of Burial for 50 years (Vaults and Niches Only)</u></b>						
Granite vaults	E	D	1,060.00	1,060.00	1,133.00	1,133.00
Niches In granite columbarium	E	D	710.00	710.00	759.00	759.00
Non- Brentwood resident - granite vaults	E	D	2,120.00	2,120.00	2,265.00	2,265.00
Non-Brentwood resident - niches in granite Columbarium	E	D	1,430.00	1,430.00	1,528.00	1,528.00
<b><u>Interment Fees</u></b>						
Graves dug down for one or two	O	D	1,040.00	1,040.00	1,111.00	1,111.00
Additional charge for dig down to 9ft	O	D	260.00	260.00	278.00	278.00
Cremated remains grass plot	O	D	220.00	220.00	235.00	235.00
Granite vault	O	D	400.00	400.00	428.00	428.00
Niche In granite Columbarium	O	D	400.00	400.00	428.00	428.00
Child under 12 years	O	D	0.00	0.00	0.00	0.00
Non-Brentwood resident -graves dug down for one or two	O	D	2,090.00	2,090.00	2,233.00	2,233.00
Non-Brentwood resident -additional charge for dig down to 9ft	O	D	520.00	520.00	556.00	556.00
Non-Brentwood resident -cremated remains grass plot	O	D	450.00	450.00	481.00	481.00
Non-Brentwood resident -granite vault	O	D	790.00	790.00	844.00	844.00
Non-Brentwood resident -niche In granite Columbarium	O	D	790.00	790.00	844.00	844.00
Non-Brentwood resident -child under 12 years	O	D	0.00	0.00	0.00	0.00
<b><u>Option to Extend Exclusive Rights of Burial for a further 25 years</u></b>						
All full burial graves	E	D	240.00	240.00	257.00	257.00
Cremated remains plot	E	D	120.00	120.00	129.00	129.00
Non-Brentwood resident -all full burial graves	E	D	480.00	480.00	513.00	513.00
Non-Brentwood resident -cremated remains plot	E	D	240.00	240.00	257.00	257.00
<b><u>Option to Extend Exclusive Rights of Burial for a further 10 years (Vaults and Niches Only)</u></b>						
Granite vaults	E	D	420.00	420.00	449.00	449.00
Niches In granite Columbarium	E	D	290.00	290.00	310.00	310.00
Non-Brentwood resident - granite vaults	E	D	850.00	850.00	908.00	908.00
Non-Brentwood resident - niches In granite Columbarium	E	D	570.00	570.00	609.00	609.00
<b><u>Monuments</u></b>						
Monument/Inscription approval fee	O	D	160.00	160.00	171.00	171.00
Additional approval fee charge for kerbed monuments	O	D	160.00	160.00	171.00	171.00
Inscription on a vault or niche	S	D	290.00	290.00	310.00	310.00
Full Landing in approved areas	O	D	-	-	350.00	350.00
<b><u>Other Charges</u></b>						
Deed Transfer	O	D	70.00	70.00	75.00	75.00
Search of Burial Records	O	D	30.00	30.00	33.00	33.00
Chapel hire - Woodman Road Cemetery	E	D	70.00	70.00	75.00	75.00

**HOUSING, HEALTH AND COMMUNITY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FE E	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: WASTE MANAGEMENT**

**CHARGING AREA: REFUSE**

<b><u>Dog waste and litter bin emptying</u></b>				£	£	£	£
Empty dog waste/litter bins	Per Empty	S	D	4.58	5.50	4.90	5.88
<b><u>Domestic Refuse Collection</u></b>							
Bulky Household Collections - Charge per item	Min 2 Items	O	D	13.00	13.00	13.50	13.50
Biodegradable sacks for garden waste per wrap of 10*		O	D	4.00	4.00	4.25	4.25
Biodegradable sacks for garden waste per wrap of 100 (Wholesale)		S	D	287.50	345.00	305.00	366.00
Garden Waste Bin hire per annum - including fortnightly emptying		O	D	60.00	60.00	60.00	60.00
Garden Waste Bin - Replacement if lost/stolen		O	D	24.00	24.00	25.00	25.00
Hire of 1280 litre container		S	D	123.33	148.00	130.00	156.00
Hire of 770, 940 and 1100 litre Container		S	D	115.00	138.00	122.00	146.40
Hire of 240 litre container		S	D	37.50	45.00	39.75	47.70
Hire of 360 litre container		S	D	50.00	60.00	53.00	63.60
<i>* Please note there was a typing mistake in the approved F&amp;C schedule for 2020/21. Price should have been £3.30 but was incorrectly stated as £3.00</i>							
<b><u>Residual Trade Waste Collection &amp; Disposal</u></b>							
1280 litre Container	Per Lift	O	D				
1100 litre Container		O	D				
940 litre Container		O	D				
770 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				
Prepaid Residual Sacks (25)	Per roll	O	D				
Extra collection		O	D				
Collection/delivery ( T&Cs S.14 )		O	D				
Amendment ( T&Cs S.14)		O	D				
<b><u>Residual Waste - Collection only</u></b>							
1280 litre Container	Per Lift	O	D				
1100 litre Container		O	D				
940 litre Container		O	D				
770 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				
<b><u>Trade Glass Collection</u></b>							
1100 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				
<b><u>Trade Dry Recycling Collection</u></b>							
1280 litre Container	Per Lift	O	D				
1100 litre Container		O	D				
940 litre Container		O	D				
770 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				
Prepaid Recycling Sacks (25)	Per roll	O	D				
<b><u>School Dry Recycling Collection</u></b>							
Collection per annum		O	D				
<b><u>Trade Dry Recycling Sacks for Use in Containers Only</u></b>							
Purple sacks - 400 sacks per box.	Box	O	D				
<b><u>Trade Food Waste</u></b>							
140 litre bin	Per Lift	O	D				
<b><u>Events - Residual Waste ( Maximum hire 5 days - one collection)</u></b>							
1100 litre Container	Per Lift	O	D				
770 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				
<b><u>Events - Dry Recycling ( Maximum hire 5 days)</u></b>							
1100 litre Container	Per Lift	O	D				
770 litre Container		O	D				
360 litre Container		O	D				
240 litre Container		O	D				
<b><u>Events - Glass ( Maximum hire 5 days)</u></b>							
1100 litre Bin	Per Lift	O	D				
360 litre bin		O	D				
240 litre Bin		O	D				

**HOUSING, HEALTH AND COMMUNITY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024		April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES & CORPORATE ENFORCEMENT**

**SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES & CORPORATE ENFORCEMENT**

**Dog Control**

Statutory Seizure Fee	O	S	25.00	25.00	25.00	25.00
Dog Warden Collection Costs	O	D	73.00	73.00	75.00	75.00
Kennelling Costs (per day charged by Kennel)	O	D	15.00	15.00	15.00	15.00

Other charges

Contaminated Land Search Enquiries	O	D	119.00	119.00	120.00	120.00
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**Pollution Prevention and Control Act 1999\***

\* Note these fees are set by DEFRA and are usually published after 1 April. Therefore fees from 1 April 2022 are subject to change

Standard Process	O	S	1,650.00	1,650.00	1,650.00	1,650.00
Additional fee for operating without a permit	O	S	N/A	N/A	1,188.00	1,188.00
PVR I and dry cleaners	O	S	N/A	N/A	155.00	155.00
PVR I & II combined	O	S	N/A	N/A	257.00	257.00
Vehicle (VRs) and other reduced fee activities	O	S	N/A	N/A	362.00	362.00
Reduced fee activities	O	S	99.00	99.00	99.00	99.00
Mobile screening and crushing plant	O	S	1,650.00	1,650.00	1,650.00	1,650.00

**Annual Subsistence Charge\***

\* Note these fees are set by DEFRA and are usually published after 1 April. Therefore fees from 1 April 2022 are subject to change

Standard process Low Risk	O	S	772.00	772.00	772.00	772.00
Standard process Medium Risk	O	S	1,161.00	1,161.00	1,161.00	1,161.00
Standard process High Risk	O	S	1,747.00	1,747.00	1,747.00	1,747.00
Reduced fee activities Low Risk	O	S	79.00	79.00	79.00	79.00
PVR I & II combined	O	S	113.00	113.00	113.00	113.00
Mobile screening and crushing plants	O	S	646.00	646.00	646.00	646.00

**Fixed Penalty Notices - Statutory Charge (Fee Range - S represents Upper Limit)**

**ASB, Crime and Policing Act 2014**

<b>Breach of Community Protection Notice</b>	O	S	100.00	100.00	100.00	100.00
Early payment	O	S/D	75.00	75.00	75.00	75.00
<b>Breach of Public Spaces Protection Order</b>	O	S	100.00	100.00	100.00	100.00
Early payment	O	S	75.00	75.00	75.00	75.00

**Environmental Protection Act 1990/ Clean Neighbourhoods & Env Act 2005**

<b>Failure to provide a waste transfer note</b>	O	S	300.00	300.00	300.00	300.00
Littering						
* Full penalty	O	S	150.00	150.00	150.00	150.00
* Early payment	O	S	75.00	75.00	75.00	75.00
<b>Unauthorised distribution of free literature</b>						
* Full penalty	O	S	150.00	150.00	150.00	150.00
* Early payment	O	S	50.00	50.00	50.00	50.00
<b>Domestic waste receptacle offences</b>						
* Full penalty	O	S	80.00	80.00	80.00	80.00
* Early payment	O	S	60.00	60.00	60.00	60.00
* <b>Dog control offences</b>	O	S	80.00	80.00	80.00	80.00
* <b>Alarm noise - failure to nominate key-holder or to notify local authority key-holder's details</b>	O	S	80.00	80.00	80.00	80.00
* <b>Nuisance parking</b>						
* Full penalty	O	S	100.00	100.00	100.00	100.00
* Early payment	O	S	60.00	60.00	60.00	60.00
* <b>Abandoning a vehicle</b>						
* Full penalty	O	S	200.00	200.00	200.00	200.00
* Early payment	O	S	120.00	120.00	120.00	120.00
* <b>Industrial and commercial waste receptacle offences</b>						
* Full penalty	O	S	110.00	110.00	110.00	110.00
* Early payment	O	S	75.00	75.00	75.00	75.00
* <b>Fly-tipping Lower Level</b>	O	S	400.00	400.00	400.00	400.00
* <b>Fly-tipping Upper Level</b>					1,000.00	1,000.00
* <b>Littering from vehicles</b>						
* Full penalty	O	S/D	150.00	150.00	150.00	150.00
* Early payment	O	S/D	75.00	75.00	75.00	75.00
* <b>Abandoned shopping trolleys</b>						
Seizure fee	O	S/D	40.00	40.00	40.00	40.00
Storage fee (per week or part thereof)	O	S/D	10.00	10.00	10.00	10.00
Delivery fee	O	S/D	30.00	30.00	30.00	30.00

**Anti-social Behaviour Act 2003**

* <b>Graffiti</b>						
* Full penalty	O	S/D	150.00	150.00	150.00	150.00
* Early payment	O	S/D	50.00	50.00	100.00	100.00
* <b>Fly posting</b>						
* Full penalty	O	S/D	150.00	150.00	150.00	150.00
* Early payment	O	S/D	50.00	50.00	100.00	100.00
* <b>High Hedge Complaint</b>	O	S	550.00	550.00	650.00	650.00

**Noise Act 1996**

* <b>Noise exceeding permitted level - domestic premises</b>						
* Full penalty	O	S/D	110.00	110.00	110.00	110.00
* Early payment	O	S/D	75.00	75.00	75.00	75.00
* <b>Noise exceeding permitted level - licensed premises</b>						
* Full penalty	O	S/D	500.00	500.00	500.00	500.00

\* Levels set by Environment and Enforcement Committee July 2018

**HOUSING, HEALTH AND COMMUNITY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES**

**CHARGING AREA: HOUSES IN MULTIPLE OCCUPATION AND HOUSING ACT NOTICES**

Houses in Multiple Occupation

New licence - 5 years	O	D	890.00	890.00	890.00	890.00
Renewal of licence - 5 years	O	D	603.00	603.00	603.00	603.00

Housing Act Notices

Issuing notices under Housing Acts	O	D	244.00	244.00	244.00	244.00
Immigration Survey checks	O	D	86.00	86.00	86.00	86.00



**HOUSING, HEALTH AND COMMUNITY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: STREET SERVICES**

**CHARGING AREA: STREET NAMING & NUMBERING**

**Address Change Charges**

Renaming/renumbering per property	OS	D	72.00	72.00	77.00	77.00
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**Developer Charges**

Naming of street – per street	OS	D	120.00	120.00	128.00	128.00
Numbering of development plots	OS	D	90.00	90.00	96.00	96.00
Numbering of development plots 2-10 units	OS	D	175.00	175.00	186.00	186.00
Numbering of development plots over 10 units	OS	D	175.00 + £38 per extra unit	186.00 + £40 per extra uni		

**HOUSING, HEALTH AND COMMUNITY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: HOMELESSNESS**

**CHARGING AREA: RECHARGES TO TENANTS**

**Recharges to Tenants**

Daily Bed and Breakfast Room Charge	(Cost price)	O	D	£35 - £90	£35 - £90	£35 - £90	£35 - £90
	(Access to Shared kitchen for cooking, No Breakfast	O	S	3.50	3.50	3.50	3.50
Amenity charge - 1 person Household per day		O	S	0.57	0.57	0.57	0.57
Additional persons per person - per day		O	S	0.51	0.51	0.51	0.51
Amenity charge - 1 person Household per day	(Breakfast only)	O	S	3.44	3.44	3.44	3.44
Additional persons per person - per day		O	S	0.51	0.51	0.51	0.51
Amenity charge - 1 person Household per day	(Access to Shared kitchen for cooking and Breakfast)	O	S	4.01	4.01	4.01	4.01
Additional persons per person - per day		O	S	1.08	1.08	1.08	1.08
Removals	Minimum	S	D	Cost Price	Cost Price	Cost Price	Cost Price
Furniture		S	D	Cost Price	Cost Price	Cost Price	Cost Price
Storage - Homeless	per square foot	S	D	Cost Price	Cost Price	Cost Price	Cost Price

\* Amenity Charges based on 21/22 Housing Benefit Ineligible charges

Heating/Hot Water - £2.93 per day

Shared kitchen/cooking facilities - .57p per day

Breakfast - .51p per day

**HOUSING, HEALTH AND COMMUNITY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
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**SERVICE AREA: HOUSING REVENUE ACCOUNT**

**CHARGING AREA: ESTATES & SHELTERED**

**Housing Estates**

Storage - Evictions	Per week	O	D	12.23	12.23	12.50	12.50
Copying of Housefile		O	D	10.19	10.19	10.50	10.50
Copying of Tenancy Agreement		O	D	10.19	10.19	10.50	10.50
Garage Clearance		S	D	At Cost	At Cost	At Cost	At Cost
Property Clearance 1 or 2 Beds		S	D	At Cost	At Cost	At Cost	At Cost
Property Clearance 3 or 4 Beds		S	D	At Cost	At Cost	At Cost	At Cost
Bulk Waste Removal per item	Min 2 items	O	D	15.00	15.00	15.30	15.30

**Tenancy Management**

Court Costs	Average	O	D	412.25	412.25	424.50	424.50
Gas Servicing Warrant Fee		O	D	22.00	22.00	22.00	22.00
Gas Servicing Warrant Enforcement		S	D	35.00	42.00	35.83	43.00
Forced entry		S	D	At Cost	At Cost	At Cost	At Cost
Administration Charge		S	D	13.33	16.00	13.75	16.50
Non-return of Gas/Electric Keys and Cards		O	D	199.02	199.02	200.00	200.00

**Garage Rental Fees Per Week**

**Car spaces & Car Ports**

Car Space Council Tenant		O	D	2.09	2.09	2.25	2.25
Car Space Private (NCT)		O	D	2.94	2.94	3.17	3.17
Car Space Leaseholder		O	D	2.50	2.50	2.69	2.69

**Garages**

Garage Council Tenant		O	D	9.74	9.74	10.49	10.49
Garage Private (NCT)		S	D	13.61	16.33	14.66	17.59
Garage Charities		O	D	13.61	13.61	14.66	14.66
Garage Leasehold		E	D	11.78	11.78	12.69	12.69
Garage Commercial		S	D	25.09	30.11	27.02	32.43

**HOUSING, HEALTH AND COMMUNITY  
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			April 2023-March 2024	April 2024-March 2025	April 2023-March 2024	April 2024-March 2025
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: HOUSING REVENUE ACCOUNT**

**CHARGING AREA: REPAIRS**

**Rechargeable Repairs**

Replacement Key/Key Fob	S	D	Cost price	Cost price	Cost price	Cost price
Lock Change - Dwelling:Gain Access – 1 Door ref: 396001	S		Cost price	Cost price	Cost price	Cost price
Lock:Full Lock Change – Front Door ref: 390929	S	D	Cost price	Cost price	Cost price	Cost price
Opening:Board Up With 12mm Sterling or Plywood ref: 397001	S		Cost price	Cost price	Cost price	Cost price
Single Glaze 6mm Window Replacement upto 1 Square Metre ref: 515013	S	D	Cost price	Cost price	Cost price	Cost price
Single Glaze 6mm Window Replacement over 1 Square Metre ref: 515015	S	D	Cost price	Cost price	Cost price	Cost price
Double Glazed Window Replacement upto 1 Square Metre ref: 556005	S	D	Cost price	Cost price	Cost price	Cost price
Double Glazed Window Replacement over 1 Square Metre ref: 556007	S	D	Cost price	Cost price	Cost price	Cost price
Internal Fire door Replacement 1/2hr (less stops or frame) ref: 330013	S	D	Cost price	Cost price	Cost price	Cost price
External Timber Door Replacement Panelled or Glazed Front Door ref: 321107	S	D	Cost price	Cost price	Cost price	Cost price
Renew Internal Ply Flush Door Ref: 330001			Cost price	Cost price	Cost price	Cost price
Paint Pack Dulux - 2 bed	S	D	Cost price	Cost price	Cost price	Cost price
Correction of Unauthorised Alterations (Where Tenants have conducted works without the permission of the Council and retrospective permission can not be Any other repair deemed re-chargeable	S	D	Cost price	Cost price	Cost price	Cost price
Drain:Jet Blockage (per hour) ref: 039004	S	D	Cost price	Cost price	Cost price	Cost price
Drain:Rod Blockage ref: 039006	S	D	Cost price	Cost price	Cost price	Cost price
Burst:Repair Burst Pipe ne 28MM ref: 640001	S	D	Cost price	Cost price	Cost price	Cost price
Admin Cost to process recharge	New	S	D	0	0	13.33 16

**HOUSING, HEALTH AND COMMUNITY  
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**SERVICE AREA: HOUSING REVENUE ACCOUNT**

**CHARGING AREA: LEASEHOLDERS**

**Leaseholders**

Leasehold Information Pack (LPE1)	S	D	147.17	176.60	147.50	177.00
Leasehold Alterations Consent	S	D	147.17	176.60	147.50	177.00
Leasehold property valuations (request for amendment)	S	D	Cost Price	Cost Price	Cost Price	Cost Price
Registration of Notices	O	D	63.33	76.00	63.33	76.00
Lease Extension or Enfranchisement	S	D	888.71	1,066.45	Cost Price	Cost Price
Lease Variation	S	D	433.97	520.76	437.50	525.00
Registration Fee for Charge (If lease rate is different this will be charged instead of the standard fee)	S	D	40.56	48.67	41.67	50.00
Letter of Postponement of Discount Charge to enable further borrowing	S	D	130.00	156.00	133.33	160.00
Registration of charge against property		NEW S			Cost Price	Cost Price

**Sheltered Schemes**

Rental of Guest Room Per Night	S	D	9.25	11.10	10.00	12.00
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# Clean and Green

**CLEAN AND GREEN**  
**FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024	April 2024-March 2025	April 2023-March 2024	April 2024-March 2025
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: COMMUNITY INITIATIVES AND PARTNERSHIPS**

**CHARGING AREA: COMMUNITY EVENTS**

*Stallholder Pitch fees per 3 x 3m pitch*

**Lighting Up Brentwood - £30 street trading licence is included with the fees**

Catering Unit - serving food e.g burgers, hot dogs etc.	E	D	200.00	200.00	204.00	204.00
Catering Unit - serving alcohol	E	D	200.00	200.00	204.00	204.00
Large Business - more than 10 employees	E	D	137.00	137.00	140.00	140.00
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	100.00	100.00	102.00	102.00
Small business - less than 10 employees	E	D	88.00	88.00	90.00	90.00
Crafters and Artists - all hand made by the seller	E	D	57.00	57.00	59.00	59.00
Registered charity	E	D	45.00	45.00	46.00	46.00

**Strawberry Fair and other Community Events**

Catering Unit - serving food e.g. Burgers, hot dogs etc.	E	D	175.00	175.00	179.00	179.00
Catering Unit - serving alcohol	E	D	137.00	137.00	140.00	140.00
Large business - more than 10 employees	E	D	110.00	110.00	113.00	113.00
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	80.00	80.00	82.00	82.00
Small business - less than 10 employees	E	D	63.00	63.00	65.00	65.00
Crafters and Artists - all handmade by the seller	E	D	37.00	37.00	38.00	38.00
Registered charity	E	D	37.00	37.00	38.00	38.00
Ice Cream Van (Exclusive) - Strawberry Fair	E	D	450.00	450.00	450.00	450.00
Ice Cream Van (Exclusive) - Family Fun Days	E	D	180.00	180.00	185.00	185.00
Face Painters (large community events)	E	D	73.00	73.00	N/A	N/A

**Family Fun Days**

Wristbands - Rides and Bouncy castles		Per Child	E	D	5.00	5.00	5.00	5.00
Stalls - selling children's pocket money gifts and toys (new category)			E	D	21.00	21.00	22.00	22.00
Sole Catering unit by tender								
Face painters (per face painter)			E	D	25.00	25.00	28.00	28.00

**Sponsorship packages - any bespoke packages can be discussed with the Community Services team**

**CLEAN AND GREEN**  
**FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024	April 2024-March 2025	April 2023-March 2024	April 2024-March 2025
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: GOLF COURSE**

**CHARGING AREA: GOLF COURSE**

*Per Revenue and Customs Brief 3(2023) the Council are now treating supplies of leisure services as Non-Business with effect 03/03/2023. Prior to this the Sports VAT Exemption was used with effect 01/10/2018. Prior to this, fees would have included VAT at the standard rate.*

**Annual Season Ticket**

7 day Adult		O	D	860.00	860.00	980.00	980.00
7 day Junior (under 17)		O	D	N/A	N/A	N/A	N/A
7 day Junior (under 17)	After 3pm	O	D	60.00	60.00	70.00	70.00
7 day Intermediate (under 25)		O	D	640.00	640.00	730.00	730.00
5 day Adult	Mon - Fri	O	D	720.00	720.00	820.00	820.00
5 day Concessionary	Mon - Fri	O	D	580.00	580.00	660.00	660.00

**Weekday**

Per Round - 18 holes - Adult		O	D	N/A	N/A	N/A	N/A
Per Round - 18 holes - Adult	Mon-Thu	O	D	25.00	25.00	28.00	28.00
Per Round - 18 holes - Junior (under 17) & 65 and over		O	D	N/A	N/A	N/A	N/A
Per Round - 18 holes - Junior (under 17) & 65 and over	Mon-Thu	O	D	22.00	22.00	25.00	25.00

**Weekends and Public Holidays**

Per Round - 18 holes - Adult		O	D	N/A	N/A	N/A	N/A
Per Round - 18 holes - Adult	Fri - Sun	O	D	31.00	31.00	35.00	35.00
Juniors (under 17) & 65 and over	After 1pm	O	D	N/A	N/A	N/A	N/A
Juniors (under 17) & 65 and over	After 3pm	O	D	22.00	22.00	25.00	25.00

**Other Charges**

Twilight Play - Weekday		O	D	13.00	13.00	15.00	15.00
Twilight Play - Weekends and Public Holidays		O	D	14.00	14.00	15.00	15.00

**Group Bookings Offer.** For group bookings of 20 people or more, each person receives 25% off green fees. Please note this offer is not available in conjunction with any other offer and can be withdrawn at any time.

**Corporate Offer.** Receive 25% discount on green fees and 10% discount on season tickets when you produce a valid employee ID from the following companies

**Armed Service Discount.** 50% discount on green fees and 10% discount on memberships for current and past serving members of the armed forces during November.

**Brentwood Borough Council Staff:** 50% discount



**CLEAN AND GREEN**  
**FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024		April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: OPEN SPACES**

**CHARGING AREA: SPORTS FACILITIES AND OPEN SPACES**

*Per Revenue and Customs Brief 3(2023) the Council are now treating supplies of leisure services as Non-Business with effect 03/03/2023 (NB block bookings of 10 or more remain VAT Exempt per VAT Notice 742 section 5.4). Prior to this the Sports VAT Exemption was used with effect 01/10/2018. Prior to this, fees not meeting the block booking requirements would have included VAT at the standard rate.*

**Football & Rugby**

King George's Playing Field & Warley Playing Fields (with Changing Facilities)

Pitch & Pavilion - Fortnightly - Adult - Season	Sunday/Bank Holidays	O	D	1,192.00	1,192.00	1,274.00	1,274.00
Pitch & Pavilion - Fortnightly - Adult - Season	Other Days	O	D	1,165.00	1,165.00	1,245.00	1,245.00

Pitch & Pavilion - Weekly - Adult - Season	Sunday/Bank Holidays	O	D	2,383.00	2,383.00	2,546.00	2,546.00
Pitch & Pavilion - Weekly - Adult - Season	Other Days	O	D	2,325.00	2,325.00	2,484.00	2,484.00

Occasional Matches - Adult	Any Day	O	D	118.00	118.00	127.00	127.00
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Other Playing Fields (No Changing Facilities)

Pitch - Fortnightly - Adult - Season	Any Day	O	D	757.00	757.00	809.00	809.00
Pitch - Weekly - Adult - Season	Any Day	O	D	1,507.00	1,507.00	1,610.00	1,610.00

Junior Matches All Sites (No Changing Facilities)

Pitch - Fortnightly - Junior - Season	Any Day	O	D	415.00	415.00	444.00	444.00
Pitch - Weekly - Junior - Season	Any Day	O	D	825.00	825.00	882.00	882.00

Occasional Matches (No Changing Facilities)

Adult	Any Day	O	D	75.00	75.00	81.00	81.00
Juniors (under17)	Any Day	O	D	46.00	46.00	50.00	50.00

Mini Soccer - All Sites (No Changing Facilities)

Seasonal Booking every week	Weekly	E	D	439.00	439.00	469.00	469.00
Occasional	Any Day	O	D	39.00	39.00	42.00	42.00

**Bowling Greens**

Bowls - Season	Adult	O	D	182.00	182.00	195.00	195.00
Bowls - Season	Juniors/OAP's	O	D	114.00	114.00	122.00	122.00
Match Reservations + per rink (inclusive of visitors fees non returnable)	Club Charges	O	D	9.00	9.00	10.00	10.00
Other Reservations (not inclusive of visitors fees non returnable)	Club Charges	O	D	6.50	6.50	7.00	7.00

**Large Open spaces (The Brentwood Centre)**

Large Events - more than 1/2 Field with £5 or more admission fee		E	D	2,560.00	2,560.00		
Medium Events - less than 1/2 field and less than £5 admission fee		E	D	1,055.00	1,055.00		
Small Events - less than 1/4 field		E	D	453.00	453.00		
Set up and take down for events							
Keep Fit sessions - No cordoning off of field (max 20)	Single	O	D	19.17	23.00		
Non commercial or charitable events (following approval by ward members) 50% discount							

**The setting of these fees are managed by Everyone Active (SLM)**

**Large Open spaces (King Georges Playing Field)**

Area A (Prev Area B) Open space opposite old paddling pool area		E	D	453.00	453.00	453.00	453.00
Keep Fit sessions - No cordoning off of field (max 20)		O	D	19.58	23.50	19.58	23.50
Non commercial or charitable events (following approval by ward members) 50% discount							

**Other Open Spaces**

Open Space (following approval by Ward members)	Daily Charge	E	D	453.00	453.00		
Keep Fit sessions - No defined area (max 20 people)	Single session	O	D	19.58	23.50		

**The setting of these fees are managed by**

**All Open Spaces**

Filming Location Fee (subject to conditions & credits)	Open Space only	S	D	By negotiation and 1% of original fee		By negotiation and 1% of original fee	
Repeat Fee							

**CLEAN AND GREEN  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES**

**SERVICE AREA: FOOD & HEALTH SAFETY**

**Skin Piercing**

Premises Registration	O	D	262.00	262.00	262.00	262.00
Practitioner Registration	O	D	93.00	93.00	93.00	93.00

**Other Charges**

Food Hygiene Rating Score Re-inspection (FHRS)	O	D	186.00	186.00	186.00	186.00
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## **Finance, Asset, Investments and Recovery**

**FINANCE, ASSETS, INVESTMENTS AND RECOVERY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024		April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: PARKING**

**CHARGING AREA: Offstreet Parking**

**Chatham Way**

			<u>Chargable period 24 Hours</u>		<u>Chargable period 24 Hours</u>	
<b>Monday to Saturday</b>						
30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.92	1.10	1.25	1.50
2 hours	S	D	1.83	2.20	2.08	2.50
2 hours with discount card	S	D	1.25	1.50	1.50	1.80
3 hours	S	D	2.75	3.30	2.92	3.50
4 hours	S	D	3.67	4.40	3.75	4.50
5 hours	S	D	4.58	5.50	4.58	5.50
6 hours +	S	D	5.50	6.60	5.83	7.00
24 hours	S	D	7.33	8.80	N/A	N/A
<b>Sunday Charge</b>						
All day	S	D	0.92	1.10	0.00	0.00

**Coptfold Road**

<b>Monday to Saturday - 6:00am to 10:00pm</b>						
30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.83	1.00	0.83	1.00
2 hours	S	D	1.67	2.00	1.67	2.00
3 hours	S	D	2.50	3.00	2.50	3.00
4 hours	S	D	3.33	4.00	3.33	4.00
5 hours	S	D	4.17	5.00	4.17	5.00
6 hours	S	D	5.00	6.00	5.00	6.00
<b>Sunday Charge - 6:00am to 10:00pm</b>						
All day	S	D	0.83	1.00	0.00	0.00
Lost Ticket	S	D	5.00	6.00	5.00	6.00

**William Hunter Way**

			<u>Chargable period 24 Hours</u>		<u>Chargable period 24 Hours</u>	
<b>Monday to Saturday</b>						
30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.92	1.10	1.25	1.50
2 hours	S	D	1.83	2.20	2.08	2.50
2 hours with discount card	S	D	1.25	1.50	1.50	1.80
3 hours	S	D	2.75	3.30	2.92	3.50
4 hours	S	D	3.67	4.40	3.75	4.50
5 hours	S	D	4.58	5.50	4.58	5.50
6 hours	S	D	5.50	6.60	5.83	7.00
24 hours	S	D	7.33	8.80	N/A	N/A
<b>Sunday Charge</b>						
All day	S	D	0.92	1.10	0.00	0.00

**FINANCE, ASSETS, INVESTMENTS AND RECOVERY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: PARKING**

**CHARGING AREA: Offstreet Parking**

**Town Hall**

Monday to Friday not open to the public.

Saturday Charge	VAT	FEE	Chargeable period 24 Hours		Chargeable period 24 Hours	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT
30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.92	1.10	1.25	1.50
2 hours	S	D	1.83	2.20	2.08	2.50
2 hours with discount card	S	D	1.25	1.50	1.50	1.80
3 hours	S	D	2.75	3.30	2.92	3.50
4 hours	S	D	3.67	4.40	3.75	4.50
5 hours	S	D	4.58	5.50	4.58	5.50
6 hours	S	D	5.50	6.60	5.83	7.00
24 hours	S	D	7.33	8.80	0.00	0.00
<b>Sunday Charge</b>						
All day	S	D	0.92	1.10	0.00	0.00

**King George's Playing Field**

Monday to Saturday - 6:00am to 7:00pm

30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.92	1.10	1.25	1.50
2 hours	S	D	1.83	2.20	2.08	2.50
2 hours with discount card	S	D	1.25	1.50	1.50	1.80
3 hours	S	D	2.75	3.30	2.92	3.50
4 Hours	S	D	3.67	4.40	3.75	4.50
5 hours	S	D	4.58	5.50	4.58	5.50
6 hours	S	D	5.50	6.60	5.83	7.00
Over 6 hours	S	D	7.33	8.80	7.50	9.00

Monday to Saturday - 6:00am to 7:00pm

Mini-bus - All Day	S	D	14.17	17.00	14.17	17.00
Coach - All Day	S	D	27.50	33.00	27.50	33.00

**Ingatestone**

Maximum stay 2 hours no return for 4 hours	S	D	0.00	0.00	0.00	0.00
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Note - This is for Bell Mead and Market Square Monday to Saturday 8:00am - 6:00pm

**Friars Avenue**

Maximum stay 3 hours no return for 4 hours

Monday to Saturday	VAT	FEE	Chargeable period 24 Hours		Chargeable period 24 Hours	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT
30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.92	1.10	1.25	1.50
2 hours	S	D	1.83	2.20	2.08	2.50
2 hours with discount card	S	D	1.25	1.50	1.50	1.80
3 hours	S	D	2.75	3.30	2.92	3.50
<b>Sunday Charge</b>						
All day	S	D	0.92	1.10	0.00	0.00

**Hunters Avenue**

Maximum stay 3 hours no return for 4 hours

Monday to Saturday	VAT	FEE	Chargeable period 24 Hours		Chargeable period 24 Hours	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT
30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.92	1.10	1.25	1.50
2 hours	S	D	1.83	2.20	2.08	2.50
2 hours with discount card	S	D	1.25	1.50	1.50	1.80
3 hours	S	D	2.75	3.30	2.92	3.50
<b>Sunday Charge</b>						
All day	S	D	0.92	1.10	0.00	0.00

**FINANCE, ASSETS, INVESTMENTS AND RECOVERY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: PARKING**

**CHARGING AREA: Offstreet Parking - Season Tickets and Penalty Charge Notices**

**Season Tickets - Standard Charge - No refund**

7 days	S	D	33.33	40.00	33.33	40.00
1 month	S	D	100.00	120.00	100.00	120.00
3 months	S	D	300.00	360.00	300.00	360.00
6 months	S	D	566.67	680.00	566.67	680.00
12 months	S	D	1,025.00	1,230.00	1,025.00	1,230.00

Note - For Coptfold Road, William Hunter Way\*, Friars Avenue, Hunter Avenue and Eagle Way car parks.

\*-No new season tickets will be offered for William Hunter Way Car Park

**Season Tickets - £2 overnight charge - No refund**

7 days	S	D	11.67	14.00	11.67	14.00
1 month	S	D	50.83	61.00	50.83	61.00
3 months	S	D	152.08	182.50	152.08	182.50
6 months	S	D	304.17	365.00	304.17	365.00
12 months	S	D	608.33	730.00	608.33	730.00

Note - Only for resident parking (subject to address confirmation) at William Hunter way and Chatham way car parks.

**Penalty Charge Notice**

Higher Level Penalty Charge Notice	O	S	70.00	70.00	70.00	70.00
Higher Level Penalty Charge Notice (if paid within 14 days)	O	S	35.00	35.00	35.00	35.00
Lower Level Penalty Charge Notice	O	S	50.00	50.00	50.00	50.00
Lower Level Penalty Charge Notice (if paid within 14 days)	O	S	25.00	25.00	25.00	25.00

Note: Set through national legislation

**Housing Resident Parking Permits**

Annual Parking Permit for Housing Parking Orders	S	D	28	34	33	40
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**FINANCE, ASSETS, INVESTMENTS AND RECOVERY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024		April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: DESIGN AND PRINT SERVICES**

**CHARGING AREA: DESIGN AND PRINT SERVICES**

**External Printing**

			£	£	£	£
Provision of design and print services - per hour	S	D	18.33	22.00	19.17	23.00
Price per black and white copy	S	D	0.02	0.02	0.02	0.02
Price per colour copy	S	D	0.04	0.05	0.05	0.06
Provision of printing materials	S	D	As per job spec			

**FINANCE, ASSETS, INVESTMENTS AND RECOVERY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024		April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: OFFICE ACCOMMODATION**

**CHARGING AREA: WEDDINGS & ROOM HIRE**

**Committee Room Hire (Town Hall)**

Council Chamber Half Day*	S	D	400.00	480.00	425.00	510.00
Council Chamber Full Day*	S	D	680.00	816.00	725.00	870.00
Committee Rooms 1 Half Day*	S	D	175.00	210.00	183.33	220.00
Committee Rooms 1 Full Day*	S	D	280.00	336.00	300.00	360.00
Committee Rooms 2 Half Day*	S	D	70.00	84.00	75.00	90.00
Committee Rooms 2 Full Day*	S	D	115.00	138.00	125.00	150.00
Civic Foyer Half Day	S	D	115.00	138.00	125.00	150.00
Civic Foyer Full Day	S	D	200.00	240.00	216.67	260.00
Leader's Room Half Day	S	D	90.00	108.00	91.67	110.00
Leader's Room Full Day	S	D	165.00	198.00	175.00	210.00

\* 50% Discount applicable for booking made by Charities and Community Groups

**Weddings (Town Hall - From August 2019)**

Council Chamber Monday - Thursday	S	D	390.00	468.00	390.00	468.00
Council Chamber Friday	S	D	390.00	468.00	390.00	468.00
Council Chamber Saturday	S	D	390.00	468.00	390.00	468.00

\* Please note fees for wedding ceremonies in the Council Chamber are administered by BBC and does not include registrar fee

Committee Rooms Monday - Thursday	E/S	D	200.00	240.00	200.00	240.00
Committee Rooms Friday	E/S	D	260.00	312.00	260.00	312.00
Committee Rooms Saturday	E/S	D	320.00	384.00	320.00	384.00

Please note the above charges do not include the fee for the certificate. £11 will need to be paid in addition to the charges above.



**FINANCE, ASSETS, INVESTMENTS AND RECOVERY  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: PLANNING & ECONOMY**

<b>CHARGING AREA: Economic Development</b>						
Brentwood Business Showcase exhibitor stands			191.67	230	N/A	N/A

**For more information about sponsorship packages, contact the Economic Development team on [business@brentwood.gov.uk](mailto:business@brentwood.gov.uk)**

## **PLANNING & LICENSING**

**PLANNING COMMITTEE  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: LAND CHARGES**

**CHARGING AREA: Land Charges**

**Search Fees**

LLC1	O	S	22.00	22.00	23.00	23.00
CON 29R	S	S	106.67	128.00	108.00	135.00
CON 29R including LLC1	S/O	S	124.17	149.00	125.60	157.00
CON 290 optional enquiries, except Q22	S	S	13.33	16.00	13.60	17.00
CON 290 optional enquiries, Q22 only	S	S	15.00	18.00	15.20	19.00
Any other additional enquiries	O	S	34.00	34.00	36.00	36.00
Additional parcels of Land	S	S	39.17	47.00	38.40	48.00

# In relation to CON 290, Q.22 only, additional parcels of land are processed at £1 per parcel, subject to maximum of 6 parcels of land, there being a £20 maximum fee payable in this regard

Personal Searches - Self Service			Free	Free		
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**PLANNING COMMITTEE**  
**FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024	April 2024-March 2025	April 2023-March 2024	April 2024-March 2025
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: LICENSING**

**CHARGING AREA: Licence Fees**

**Street Trading**

Static Licence	O	D	1,000.00	1,000.00	1,060.00	1,060.00
Mobile Licence	O	D	600.00	600.00	N/A	N/A
Static Consent	O	D	1,000.00	1,000.00	N/A	N/A
Mobile Consent	O	D	600.00	600.00	636.00	636.00
Market Operator weekly Fee	O	D	425.00	425.00	450.00	450.00
Market Operator additional days Fee (per day)	O	D	200.00	200.00	212.00	212.00

**Scrap Metal**

Site Application - New - 3 years	O	D	510.00	510.00	540.00	540.00
Collector Application - New - 3 years	O	D	300.00	300.00	318.00	318.00
Variation	O	D	100.00	100.00	106.00	106.00
Site Renewal Application - 3 years	O	D	510.00	510.00	540.00	540.00
Collector Renewal Application - 3 years	O	D	252.00	252.00	267.00	267.00

**Skin Piercing**

Premises Registration	O	D	284.00	284.00	301.00	301.00
Practitioner Registration	O	D	100.00	100.00	106.00	106.00

**Animals**

*\* Please note vet costs are in addition to these fees where vet required*

Animal Boarding - Application Fee	O	D	330.00	330.00	350.00	350.00
Animal Boarding - Grant Fee	O	D	110.00	110.00	116.00	116.00
Selling Animals As Pets - Application Fee	O	D	330.00	330.00	350.00	350.00
Selling Animals As Pets - Grant Fee	O	D	110.00	110.00	116.00	116.00
Dog Breeding - Application Fee	O	D	330.00	330.00	350.00	350.00
Dog Breeding - Grant Fee	O	D	110.00	110.00	116.00	116.00
Hiring Out Horses - Application Fee	O	D	330.00	330.00	350.00	350.00
Hiring Out Horses - Grant Fee	O	D	110.00	110.00	116.00	116.00
Keeping Animals for Exhibition - Application Fee	O	D	330.00	330.00	350.00	350.00
Keeping Animals for Exhibition - Grant Fee	O	D	110.00	110.00	116.00	116.00
Combination Of Activities - Application Fee (for each additional activity)	O	D	145.00	145.00	154.00	154.00
Combination Of Activities - Grant Fee (for each additional activity)	O	D	82.00	82.00	87.00	87.00
Variation to licence/re-evaluation or rating	O	D	245.00	245.00	260.00	260.00
Appeal (All Licences)	O	D	150.00	150.00	159.00	159.00
Variation to reduce the licencable activities or number of animals	O	D	93.00	93.00	98.00	98.00
Additional Premises under an arrangers element of a Home Boarding Lic (New)	O	D	70.00	70.00	74.00	74.00
Dangerous Wild Animals - 2 years	O	D	500.00	500.00	530.00	530.00
Zoo Premises New - 6 years	O	D	1,500.00	1,500.00	1,590.00	1,590.00
Zoo Premises Renewal - 4 years	O	D	800.00	800.00	848.00	848.00

**Sex Establishment Licensing**

Premises Application	O	D	2,330.00	2,330.00	2,470.00	2,470.00
Premises Renewal	O	D	1,590.00	1,590.00	1,685.00	16,685.00
Premises Variation	O	D	530.00	530.00	562.00	562.00

**Pavement Permit**

New application Tables and Chairs 1-2 tables	O	D	286.00	286.00	303.00	303.00
New Application Tables and Chairs 3-6 tables	O	D	517.00	517.00	548.00	548.00
New Application Tables and Chairs over 6 tables.	O	D	742.00	742.00	786.00	786.00
Renewal application Tables and Chairs 1-2 tables	O	D	176.00	176.00	186.00	186.00
Renewal Application Tables and Chairs 3-6 tables	O	D	407.00	407.00	431.00	431.00
Renewal Application Tables and Chairs over 6 tables.	O	D	632.00	632.00	670.00	670.00
Business and Planning Act applications	O	D	100.00	100.00	100.00	100.00

**Road Closure**

Application to close road with 0 - 499 people attending	O	D	220.00	220.00	233.00	233.00
Application to close road with 500 - 1999 people attending	O	D	396.00	396.00	420.00	420.00
Application to close road with 2000+ people attending	O	D	748.00	748.00	793.00	793.00

**PLANNING COMMITTEE**  
**FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024 Excl VAT	Inc VAT	April 2024-March 2025 Excl VAT	Inc VAT

**SERVICE AREA: LICENSING**

**CHARGING AREA: Licence Fees**

**Gambling Act 2005**

Bingo Clubs

New Application	O D	3,500.00	3,500.00	3,500.00	3,500.00
Annual Fee	O D	1,000.00	1,000.00	1,000.00	1,000.00
CON 29R including LLC1	O D	1,750.00	1,750.00	1,750.00	1,750.00
Application to Transfer	O D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O D	3,500.00	3,500.00	3,500.00	3,500.00
Licence Application (Provisional Statement Holders)	O D	1,200.00	1,200.00	1,200.00	1,200.00

Betting Premises

New Application	O D	3,000.00	3,000.00	3,000.00	3,000.00
Annual Fee	O D	600.00	600.00	600.00	600.00
Application to Vary	O D	1,500.00	1,500.00	1,500.00	1,500.00
Application to Transfer	O D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O D	3,000.00	3,000.00	3,000.00	3,000.00
Licence Application (Provisional Statement Holders)	O D	1,200.00	1,200.00	1,200.00	1,200.00

Tracks

New Application	O D	2,500.00	2,500.00	2,500.00	2,500.00
Annual Fee	O D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Vary	O D	1,250.00	1,250.00	1,250.00	1,250.00
Application to Transfer	O D	950.00	950.00	950.00	950.00
Application to Re-instatement	O D	950.00	950.00	950.00	950.00
Application for Provisional Statement	O D	2,500.00	2,500.00	2,500.00	2,500.00
Licence Application (Provisional Statement Holders)	O D	950.00	950.00	950.00	950.00

Family Entertainment Centres

New Application	O D	2,000.00	2,000.00	2,000.00	2,000.00
Annual Fee	O D	750.00	750.00	750.00	750.00
Application to Vary	O D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Transfer	O D	950.00	950.00	950.00	950.00
Application to Re-instatement	O D	950.00	950.00	950.00	950.00
Application for Provisional Statement	O D	2,500.00	2,500.00	2,500.00	2,500.00
Licence Application (Provisional Statement Holders)	O D	950.00	950.00	950.00	950.00

Adult Gaming Centres

New Application	O D	2,000.00	2,000.00	2,000.00	2,000.00
Annual Fee	O D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Vary	O D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Transfer	O D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O D	2,000.00	2,000.00	2,000.00	2,000.00
Licence Application (Provisional Statement Holders)	O D	1,200.00	1,200.00	1,200.00	1,200.00

Prize Gaming Permit and Family Entertainment Centre Gaming Machine Permit

Permit Application (New)	O S	300.00	300.00	300.00	300.00
Permit Application (Existing Operator)	O S	100.00	100.00	100.00	100.00
Renewal of Permit	O S	300.00	300.00	300.00	300.00
Change of Name on Permit	O S	25.00	25.00	25.00	25.00
Copy of Permit	O S	15.00	15.00	15.00	15.00

Club Gaming or Machine Permit

Permit Application (New)	O S	200.00	200.00	200.00	200.00
Permit Application (Existing Holder)	O S	100.00	100.00	100.00	100.00
Permit Application (Holder of club premises certificate under Licensing Act 2003)	O S	100.00	100.00	100.00	100.00
Renewal of Permit	O S	200.00	200.00	200.00	200.00
Annual Fee for Permit	O S	50.00	50.00	50.00	50.00
Application to Vary Club Permit	O S	100.00	100.00	100.00	100.00
Copy of Permit	O S	15.00	15.00	15.00	15.00

Other

Temporary Use Notice (TUN)	O S	500.00	500.00	500.00	500.00
Occasional Use Notice (OUN)	O S	0.00	0.00	0.00	0.00
Copy of Premises Licence	O D	25.00	25.00	25.00	25.00
Notification of Change of Circumstances for Premises Licence	O D	50.00	50.00	50.00	50.00
Copy of Notice	O S	25.00	25.00	25.00	25.00

**PLANNING COMMITTEE**  
**FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024	April 2024-March 2025	April 2023-March 2024	April 2024-March 2025
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: LICENSING**

**CHARGING AREA: Licence Fees**

**Licensing Act 2003**

<u>Premises - Band A (None to £4,300)</u>						
Premises Licences - New Application and Variation	O	S	100.00	100.00	100.00	100.00
Premises Licences - Annual Charge	O	S	70.00	70.00	70.00	70.00
CON 29R including LLC1	O	S	100.00	100.00	100.00	100.00
Club Premises Certificates - Annual Charge	O	S	70.00	70.00	70.00	70.00
<u>Premises - Band B (£4,301 to £33,000)</u>						
Premises Licences - New Application and Variation	O	S	190.00	190.00	190.00	190.00
Premises Licences - Annual Charge	O	S	180.00	180.00	180.00	180.00
Club Premises Certificates - New Application and Variation	O	S	190.00	190.00	190.00	190.00
Club Premises Certificates - Annual Charge	O	S	180.00	180.00	180.00	180.00
<u>Premises - Band C (£33,001 to £87,000)</u>						
Premises Licences - New Application and Variation	O	S	315.00	315.00	315.00	315.00
Premises Licences - Annual Charge	O	S	295.00	295.00	295.00	295.00
Club Premises Certificates - New Application and Variation	O	S	315.00	315.00	315.00	315.00
Club Premises Certificates - Annual Charge	O	S	295.00	295.00	295.00	295.00
<u>Premises - Band D (£87,001 to £125,000)</u>						
Premises Licences - New Application and Variation	O	S	450.00	450.00	450.00	450.00
Premises Licences - Annual Charge	O	S	320.00	320.00	320.00	320.00
Club Premises Certificates - New Application and Variation	O	S	450.00	450.00	450.00	450.00
Club Premises Certificates - Annual Charge	O	S	320.00	320.00	320.00	320.00
<u>Premises - Band E (£125,001 plus)</u>						
Premises Licences - New Application and Variation	O	S	635.00	635.00	635.00	635.00
Premises Licences - Annual Charge	O	S	350.00	350.00	350.00	350.00
Club Premises Certificates - New Application and Variation	O	S	635.00	635.00	635.00	635.00
Club Premises Certificates - Annual Charge	O	S	350.00	350.00	350.00	350.00
<u>Additional Fees (based on number in attendance at any one time)</u>						
Additional Premises Licence Fee:						
5,000 to 9,999	O	S	1,000.00	1,000.00	1,000.00	1,000.00
10,000 to 14,999	O	S	2,000.00	2,000.00	2,000.00	2,000.00
15,000 to 19,999	O	S	4,000.00	4,000.00	4,000.00	4,000.00
20,000 to 29,999	O	S	8,000.00	8,000.00	8,000.00	8,000.00
30,000 to 39,999	O	S	16,000.00	16,000.00	16,000.00	16,000.00
40,000 to 49,999	O	S	24,000.00	24,000.00	24,000.00	24,000.00
50,000 to 59,999	O	S	32,000.00	32,000.00	32,000.00	32,000.00
60,000 to 69,999	O	S	40,000.00	40,000.00	40,000.00	40,000.00
70,000 to 79,999	O	S	48,000.00	48,000.00	48,000.00	48,000.00
80,000 to 89,999	O	S	56,000.00	56,000.00	56,000.00	56,000.00
90,000 and over	O	S	64,000.00	64,000.00	64,000.00	64,000.00
Additional Annual Fee Payable (if applicable):						
5,000 to 9,999	O	S	500.00	500.00	500.00	500.00
10,000 to 14,999	O	S	1,000.00	1,000.00	1,000.00	1,000.00
15,000 to 19,999	O	S	2,000.00	2,000.00	2,000.00	2,000.00
20,000 to 29,999	O	S	4,000.00	4,000.00	4,000.00	4,000.00
30,000 to 39,999	O	S	8,000.00	8,000.00	8,000.00	8,000.00
40,000 to 49,999	O	S	12,000.00	12,000.00	12,000.00	12,000.00
50,000 to 59,999	O	S	16,000.00	16,000.00	16,000.00	16,000.00
60,000 to 69,999	O	S	20,000.00	20,000.00	20,000.00	20,000.00
70,000 to 79,999	O	S	24,000.00	24,000.00	24,000.00	24,000.00
80,000 to 89,999	O	S	28,000.00	28,000.00	28,000.00	28,000.00
90,000 and over	O	S	32,000.00	32,000.00	32,000.00	32,000.00

**PLANNING COMMITTEE  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: LICENSING**

**CHARGING AREA: Licence Fees**

Licensing Act 2003 (cont.)

Other Fees

Application for the grant or renewal of a personal licence CON 29R including LLC1	O	S	37.00	37.00	37.00	37.00
Theft, loss etc of premises licence or summary	O	S	10.50	10.50	10.50	10.50
Application for a provisional statement where premises being built etc	O	S	315.00	315.00	315.00	315.00
Notification of change of name or address	O	S	10.50	10.50	10.50	10.50
Application to vary licence to specify individual as premises supervisor	O	S	23.00	23.00	23.00	23.00
Application for transfer of premises licence	O	S	23.00	23.00	23.00	23.00
Interim authority notice following death etc.of licence holder	O	S	23.00	23.00	23.00	23.00
Theft, loss etc.of certificate or summary	O	S	10.50	10.50	10.50	10.50
Notification of change of name or alteration of rules of club	O	S	10.50	10.50	10.50	10.50
Change of relevant registered address of club	O	S	10.50	10.50	10.50	10.50
Theft, loss etc.of temporary event notice	O	S	10.50	10.50	10.50	10.50
Theft, loss etc.of personal licence	O	S	10.50	10.50	10.50	10.50
Duty to notify change of name or address	O	S	10.50	10.50	10.50	10.50
Right of freeholder etc.to be notified of licensing matters	O	S	21.00	21.00	21.00	21.00
Application to vary premises licence at community premises to include alternative licence condition	O	S	23.00	23.00	23.00	23.00
Application for minor variation	O	S	89.00	89.00	89.00	89.00

**PLANNING COMMITTEE**  
**FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

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			April 2023-March 2024 Excl VAT	Inc VAT	April 2024-March 2025 Excl VAT	Inc VAT

**SERVICE AREA: LICENSING**

**CHARGING AREA: Licence Fees**

**Taxi**

Vehicle Licence - Hackney Carriage

Vehicle Licence - including Plate	O	S	296.00	296.00	296.00	296.00
CON 29R including LLC1	O	S	80.00	80.00	80.00	80.00

Vehicle Licence - Private Hire

Vehicle Licence - including Plate	O	S	274.00	274.00	274.00	274.00
Vehicle Replacement	O	S	80.00	80.00	80.00	80.00

Drivers Licence - Hackney Carriage and Private Hire

Combined Driver New - 1 year (Excludes DBS)	O	S	160.00	160.00	160.00	160.00
Combined Driver Renewal - 1 year (Excludes DBS )	O	S	143.00	143.00	143.00	143.00
Combined Driver New - 3 years (Excludes DBS)	O	S	404.00	404.00	404.00	404.00
Combined Driver Renewal - 3 years (Excludes DBS)	O	S	354.00	354.00	354.00	354.00
Private Hire Driver New - 1 year (Excludes DBS) (New)	O	S	160.00	160.00	160.00	160.00
Private Hire Driver Renewal - 1 year (Excludes DBS ) (New)	O	S	143.00	143.00	143.00	143.00
Private Hire Driver New - 3 years (Excludes DBS) (New)	O	S	404.00	404.00	404.00	404.00
Private Hire Driver Renewal - 3 years (Excludes DBS) (New)	O	S	354.00	354.00	354.00	354.00
Hackney Carriage Driver New - 1 year (Excludes DBS) (New)	O	S	160.00	160.00	160.00	160.00
Hackney Carriage Driver Renewal - 1 year (Excludes DBS ) (New)	O	S	143.00	143.00	143.00	143.00
Hackney Carriage Driver New - 3 years (Excludes DBS) (New)	O	S	404.00	404.00	404.00	404.00
Hackney Carriage Driver Renewal - 3 years (Excludes DBS) (New)	O	S	354.00	354.00	354.00	354.00
Disclosure and Barring Service (DBS) Check (new to update service)	O	S	52.00	52.00	52.00	52.00
Disclosure and Barring Service (DBS) Check (update service lapsed)	O	S	85.00	85.00	85.00	85.00
Driver and Vehicle Licensing Agency (DVLA) Check outside of an application	O	S	5.00	5.00	5.00	5.00
Re-Test - Knowledge Test	O	S	35.00	35.00	35.00	35.00

Replacements

ID	O	S	6.00	6.00	6.00	6.00
PHV Cards	O	S	6.00	6.00	6.00	6.00
Tariff Cards	O	S	6.00	6.00	6.00	6.00
Replacement Plates	O	S	12.00	12.00	12.00	12.00
Replacement Door Signs (pair)	O	S	15.00	15.00	15.00	15.00
Plate Platforms	O	S	6.00	6.00	6.00	6.00

Private Hire Operators

Single Vehicle Operators Licence - 5 years	O	S	374.00	374.00	374.00	374.00
Operator Licence - 2 to 5 Vehicles - 5 years	O	S	1,248.00	1,248.00	1,248.00	1,248.00
Operator Licence - more than 5 Vehicles - 5 years	O	S	1,547.00	1,547.00	1,547.00	1,547.00



**PLANNING COMMITTEE  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: BUILDING CONTROL**

**CHARGING AREA: NEW DWELLINGS NOT EXCEEDING 300m2**

<b>HO1</b>							
Houses Bungalows less than 4 storeys 1 plot Plan and Inspection	S	D	701.67	842.00	750.83	901.00	
Houses Bungalows less than 4 storeys 1 plot Building Notice	S	D	809.17	971.00	865.83	1,039.00	
Houses Bungalows less than 4 storeys 1 plot Regularisation	O	D	1,169.00	1,169.00	1,251.00	1,251.00	
<b>HO2 CON 29R including LLC1</b>							
Houses Bungalows less than 4 storeys 2 plot Plan and Inspection	S	D	1,036.67	1,244.00	1,110.00	1,332.00	
Houses Bungalows less than 4 storeys 2 plot Building Notice	S	D	1,142.50	1,371.00	1,222.50	1,467.00	
Houses Bungalows less than 4 storeys 2 plot Regularisation	O	D	1,652.00	1,652.00	1,768.00	1,768.00	
<b>HO3</b>							
Houses Bungalows less than 4 storeys 3 plot Plan and Inspection	S	D	1,384.17	1,661.00	1,481.67	1,778.00	
Houses Bungalows less than 4 storeys 3 plot Building Notice	S	D	1,598.33	1,918.00	1,710.83	2,053.00	
Houses Bungalows less than 4 storeys 3 plot Regularisation	O	D	2,311.00	2,311.00	2,473.00	2,473.00	
<b>HO4</b>							
Houses Bungalows less than 4 storeys 4 plot Plan and Inspection	S	D	1,749.17	2,099.00	1,871.67	2,246.00	
Houses Bungalows less than 4 storeys 4 plot Building Notice	S	D	1,866.67	2,240.00	1,997.50	2,397.00	
Houses Bungalows less than 4 storeys 4 plot Regularisation	O	D	2,698.00	2,698.00	2,887.00	2,887.00	
<b>HO5</b>							
Houses Bungalows less than 4 storeys 5 plot Plan and Inspection	S	D	2,110.00	2,532.00	2,258.33	2,710.00	
Houses Bungalows less than 4 storeys 5 plot Building Notice	S	D	2,215.83	2,659.00	2,371.67	2,846.00	
Houses Bungalows less than 4 storeys 5 plot Regularisation	O	D	3,203.00	3,203.00	3,428.00	3,428.00	
<b>FO1</b>							
Houses Bungalows less than 4 storeys 1 flat Plan and Inspection	S	D	701.67	842.00	750.83	901.00	
Houses Bungalows less than 4 storeys 1 flat Building Notice	S	D	809.17	971.00	865.83	1,039.00	
Houses Bungalows less than 4 storeys 1 flat Regularisation	O	D	1,169.00	1,169.00	1,251.00	1,251.00	
<b>FO2</b>							
Houses Bungalows less than 4 storeys 2 flat Plan and Inspection	S	D	1,036.67	1,244.00	1,110.00	1,332.00	
Houses Bungalows less than 4 storeys 2 flat Building Notice	S	D	1,142.50	1,371.00	1,222.50	1,467.00	
Houses Bungalows less than 4 storeys 2 flat Regularisation	O	D	1,652.00	1,652.00	1,768.00	1,768.00	
<b>FO3</b>							
Houses Bungalows less than 4 storeys 3 flat Plan and Inspection	S	D	1,384.17	1,661.00	1,481.67	1,778.00	
Houses Bungalows less than 4 storeys 3 flat Building Notice	S	D	1,598.33	1,918.00	1,710.83	2,053.00	
Houses Bungalows less than 4 storeys 3 flat Regularisation	O	D	2,311.00	2,311.00	2,473.00	2,473.00	
<b>FO4</b>							
Houses Bungalows less than 4 storeys 4 flat Plan and Inspection	S	D	1,749.17	2,099.00	1,871.67	2,246.00	
Houses Bungalows less than 4 storeys 4 flat Building Notice	S	D	1,866.67	2,240.00	1,997.50	2,397.00	
Houses Bungalows less than 4 storeys 4 flat Regularisation	O	D	2,698.00	2,698.00	2,887.00	2,887.00	
<b>FO5</b>							
Houses Bungalows less than 4 storeys 5 flat Plan and Inspection	S	D	2,110.00	2,532.00	2,258.33	2,710.00	
Houses Bungalows less than 4 storeys 5 flat Building Notice	S	D	2,215.83	2,659.00	2,371.67	2,846.00	
Houses Bungalows less than 4 storeys 5 flat Regularisation	O	D	3,203.00	3,203.00	3,428.00	3,428.00	
<b>CV01</b>							
Conversion to a Single Dwelling House Plan and Inspection	S	D	775.00	930.00	830.00	996.00	
Conversion to a Single Dwelling House Building Notice	S	D	852.50	1,023.00	912.50	1,095.00	
Conversion to a Single Dwelling House Regularisation	O	D	1,177.00	1,177.00	1,260.00	1,260.00	
<b>CV02</b>							
Conversion to a Single Flat Plan and Inspection	S	D	699.17	839.00	748.33	898.00	
Conversion to a Single Flat Building Notice	S	D	770.00	924.00	824.17	989.00	
Conversion to a Single Flat Regularisation	O	D	1,120.00	1,120.00	1,199.00	1,199.00	
<b>ED</b>							
Notifiable Electrical Work where a satisfactory certificate will not be issued by a Part P registered electrician.	S	D	375.83	451.00	402.50	483.00	

**PLANNING COMMITTEE  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024		April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: BUILDING CONTROL**

**CHARGING AREA: WORK TO A SINGLE DWELLING (NOT MORE THAN 3 STOREYS HIGH ABOVE GROUND LEVEL)**

<b>DW00</b>							
Single Storey extension not exceeding 10 sq m Plan and Inspection Charge	S	D	320.00	384.00	342.50	411.00	
Single Storey extension not exceeding 10 sq m Building Notice	S	D	351.67	422.00	376.67	452.00	
Single Storey extension not exceeding 10 sq m Regularisation Charge	O	D	485.00	485.00	519.00	519.00	
<b>DW01</b>							
CON 29R including LLC1							
Single Storey extension not exceeding 40 sq m Plan and Inspection Charge	S	D	602.50	723.00	645.00	774.00	
Single Storey extension not exceeding 40 sq m Building Notice	S	D	663.33	796.00	710.00	852.00	
Single Storey extension not exceeding 40 sq m Regularisation Charge	O	D	915.00	915.00	980.00	980.00	
<b>DW02</b>							
Single Storey extension not exceeding 100 sq m Plan and Inspection Charge	S	D	753.33	904.00	806.67	968.00	
Single Storey extension not exceeding 100 sq m Building Notice	S	D	828.33	994.00	886.67	1,064.00	
Single Storey extension not exceeding 100 sq m Regularisation Charge	O	D	1,143.00	1,143.00	1,224.00	1,224.00	
<b>DW03</b>							
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Plan and Inspection Charge	S	D	702.50	843.00	752.50	903.00	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Building Notice	S	D	772.50	927.00	826.67	992.00	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Regularisation Charge	O	D	1,065.00	1,065.00	1,140.00	1,140.00	
<b>DW04</b>							
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Plan and Inspection Charge	S	D	781.67	938.00	1,004.00	1,004.00	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Building Notice	S	D	859.17	1,031.00	920.00	1,104.00	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Regularisation Charge	O	D	1,185.00	1,185.00	1,268.00	1,268.00	
<b>DW05</b>							
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Plan and Inspection Charge	S	D	385.00	462.00	412.50	495.00	
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Building Notice	S	D	423.33	508.00	453.33	544.00	
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Regularisation Charge	O	D	584.00	584.00	625.00	625.00	
<b>DW06</b>							
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Plan and Inspection Charge	S	D	494.17	593.00	529.17	635.00	
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Building Notice	S	D	544.17	653.00	582.50	699.00	
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Regularisation Charge	O	D	750.00	750.00	803.00	803.00	
<b>DW07</b>							
First Floor & Second Floor loft conversion Plan and Inspection Charge	S	D	580.00	696.00	620.83	745.00	
First Floor & Second Floor loft conversion Building Notice	S	D	638.33	766.00	683.33	820.00	
First Floor & Second Floor loft conversion Regularisation Charge	O	D	880.00	880.00	942.00	942.00	
<b>DW08</b>							
Other Works Plan and Inspection Charge	S	D	345.00	414.00	369.17	443.00	
Other Works Building Notice	S	D	379.17	455.00	405.83	487.00	
Other Works Regularisation Charge	O	D	524.00	524.00	561.00	561.00	
<b>DW09</b>							
Re-roofing, installation of solar panels or photovoltaic cells Plan and Inspection Charge	S	D	211.67	254.00	226.67	272.00	
Re-roofing, installation of solar panels or photovoltaic cells Building Notice	S	D	232.50	279.00	249.17	299.00	
Re-roofing, installation of solar panels or photovoltaic cells Regularisation Charge	O	D	321.00	321.00	344.00	344.00	
<b>DW10</b>							
Replacement of windows, roof lights, roof windows or external glazed doors Plan and Inspection Charge	S	D	190.00	228.00	203.33	244.00	
Replacement of windows, roof lights, roof windows or external glazed doors Building Notice	S	D	209.17	251.00	224.17	269.00	
Replacement of windows, roof lights, roof windows or external glazed doors Regularisation Charge	O	D	288.00	288.00	309.00	309.00	
<b>DW11</b>							
Cost of work not exceeding £5,000 Plan and Inspection Charge	S	D	253.33	304.00	271.67	326.00	
Cost of work not exceeding £5,000 Building Notice	S	D	278.33	334.00	298.33	358.00	
Cost of work not exceeding £5,000 Regularisation Charge	O	D	384.00	384.00	411.00	411.00	
<b>DW12</b>							
Charge	S	D	489.17	587.00	524.17	629.00	
Cost of work exceeding £5,000 but not exceeding £25,000 Building Notice	S	D	538.33	646.00	576.67	692.00	
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	743.00	743.00	796.00	796.00	
<b>DW13</b>							
Cost of work exceeding £25,000 but not exceeding £100,000 Plan and Inspection Charge	S	D	808.33	970.00	865.00	1,038.00	
Cost of work exceeding £25,000 but not exceeding £100,000 Building Notice	S	D	888.33	1,066.00	950.83	1,141.00	
Cost of work exceeding £25,000 but not exceeding £100,000 Regularisation Charge	O	D	1,227.00	1,227.00	1,313.00	1,313.00	
<b>ED</b>							
Notifiable electrical work where a satisfactory certificate will not be issued by a Part P registered electrician	S	D	375.83	451.00	402.50	483.00	

**PLANNING COMMITTEE  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: BUILDING CONTROL**

**CHARGING AREA: ALL OTHER NON-DOMESTIC WORK (NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL)**

**Extensions and New Builds**

**ND01**

Single Storey extension not exceeding 40 sq m Plan and Inspection Charge	S	D	595.83	715.00	638.33	766.00
Single Storey extension not exceeding 40 sq m Regularisation Charge CON 29R including LLC1	O	D	915.00	915.00	980.00	980.00

**ND02**

Single Storey extension not exceeding 100 sq m Plan and Inspection Charge	S	D	680.83	817.00	729.17	875.00
Single Storey extension not exceeding 100 sq m Regularisation Charge	O	D	1,032.00	1,032.00	1,105.00	1,105.00

**ND03**

Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Plan and Inspection Charge	S	D	744.17	893.00	796.67	956.00
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Regularisation Charge	O	D	1,127.00	1,127.00	1,206.00	1,206.00

**ND04**

Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Plan and Inspection Charge	S	D	808.33	970.00	865.00	1,038.00
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Regularisation Charge	O	D	1,222.00	1,222.00	1,308.00	1,308.00

**Alterations**

**ND05**

Cost of work not exceeding £5,000 Plan and Inspection Charge	S	D	320.00	384.00	342.50	411.00
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	479.00	479.00	513.00	513.00
Replacement of windows, roof lights, roof windows or external glazed doors Plan and Inspection Charge	S	D	277.50	333.00	297.50	357.00
Replacement of windows, roof lights, roof windows or external glazed doors Regularisation Charge	O	D	405.00	405.00	434.00	434.00
Renewable energy systems not exceeding £20,000 Planning and Inspection Charge	S	D	298.33	358.00	320.00	384.00
Renewable energy systems not exceeding £20,000 Regularisation Charge	O	D	426.00	426.00	456.00	456.00
Installation of new shop front and work not exceeding £5,000 Plan and Inspection Charge	S	D	298.33	358.00	320.00	384.00
Installation of new shop front and work not exceeding £5,000 Regularisation Charge	O	D	426.00	426.00	456.00	456.00

**ND06**

Cost of work exceeding £5,000 but not exceeding £25,000 Plan and Inspection Charge	S	D	489.17	587.00	524.17	629.00
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	745.00	745.00	798.00	798.00
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) Plan and Inspection Charge	S	D	384.17	461.00	411.67	494.00
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) Regularisation Charge	O	D	595.00	595.00	637.00	637.00
Installation of raised storage platform not exceeding 250 sqm within an existing building Plan and Inspection Charge	S	D	468.33	562.00	501.67	602.00
Installation of raised storage platform not exceeding 250 sqm within an existing building Regularisation Charge	O	D	660.00	660.00	707.00	707.00

**ND07**

Cost of work exceeding £25,000 and not exceeding £100,000 Plan and Inspection Charge	S	D	850.83	1,021.00	910.83	1,093.00
Cost of work exceeding £25,000 and not exceeding £100,000 Regularisation Charge	O	D	1,296.00	1,296.00	1,387.00	1,387.00
Fit out of building up to 100 sq m Plan and Inspection Charge	S	D	575.00	690.00	615.83	739.00
Fit out of building up to 100 sq m Regularisation Charge	O	D	798.00	798.00	854.00	854.00

**PLANNING COMMITTEE  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT**

**CHARGING AREA: Planning Application Fees**

**All Outline Applications**

Site not more than 0.5 hectares	O	S	N/A	N/A	£578.00	£578.00
Up to 2.5 hectare, per 0.1 hectare	O	S	462.00	462.00	£0.00	£0.00
					£15,443 +	£15,443 +
More than 2.5 hectares	O	S	11,432.00	11,432.00	£186.00	£186.00
Each 0.1 hectare in excess of 2.5 hectares to a maximum of £125,000	O	S	138.00	138.00	£0.00	£0.00
Site between 0.5 hectares and 2.5 hectares	O	S	N/A	N/A	£624.00	£624.00

**Householder Applications**

CON 29R including LLC1						
Alterations/extensions to a single dwelling	O	S	206.00	206.00	£258.00	£258.00

**Full Applications**

Single dwellinghouse (or single flat)	O	S	N/A	N/A	£258.00	£258.00
Alterations/extensions two or more dwellings	O	S	407.00	407.00	£509.00	£509.00
Number of dwellinghouses - no more than 10	O	S	N/A	N/A	£578.00	£578.00
New Dwellings (between 10 & 50) per dwelling	O	S	462.00	462.00	£624.00	£624.00
New Dwellings more than 50	O	S	22,859.00	22,859.00	£30,860.00	£30,860.00
Each dwelling in excess of 50 to a maximum of £300,000	O	S	138.00	138.00	£186.00	£186.00

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

Gross Floor up to 40sq m	O	S	234.00	234.00	£293.00	£293.00
Gross Floor 40 sq m to 75 sq m	O	S	462.00	462.00	£578.00	£578.00
Gross Floor 75sq m to 3750 sq m each 75 sq m or part thereof	O	S	462.00	462.00	£624.00	£624.00
Gross Floor more than 3750 sq m	O	S	22,859.00	22,859.00	£30,680.00	£30,680.00
Each additional 75 sq m in excess of 3750 sq m to a maximum of £250,000	O	S	138.00	138.00	£186.00	£186.00

**Erection of building (on land used for agriculture for agricultural purposes)**

Gross Floor Space up to 465 sq m	O	S	96.00	96.00	£120.00	£120.00
Gross Floor 465 sq m to 540 sq m	O	S	462.00	462.00	£578.00	£578.00
Gross Floor 540 sq m to 4215 sq m each 75 sq m in excess of 540 sq m	O	S	462.00	462.00	N/A	N/A
Gross Floor more than 540 sq.m not more than 1,000sq.m	O	S	N/A	N/A	£578.00	£578.00
Each additional 75sq.m in excess of 540 sq.m	O	S	N/A	N/A	£578.00	£578.00
Gross Floor between 1,000 sq.m and 4215 sq m for first 1,00sq.m	O	S			£624.00	£624.00
Each additional 75sq.m.in excess of 1,000 sq.m	O	S	N/A	N/A	£624.00	£624.00
Each additional 75 sq m in excess of 4215 sq m to a maximum of £250,000	O	S	138.00	138.00	N/A	N/A
Gross Floor more than 4215 sq m	O	S	22,859.00	22,859.00	£30,860.00	£30,860.00
Each additional 75 sq m in excess of 4215 sq m to a maximum of £250,000	O	S	N/A	N/A	£186.00	£186.00

**Erection of glasshouses**

Gross Floor no more than 465 sq m	O	S	96.00	96.00	£120.00	£120.00
More than 465 sq.m but not more than 1,000 sq.m	O	S	N/A	N/A	£3,225.00	£3,225.00
Gross Floor more than 465 sq m	O	S	2,580.00	2,580.00	N/A	N/A
1,000 sq.m or more	O	S	N/A	N/A	£3,483.00	£3,483.00

**Erection/Alterations/Replacement of Plant and Machinery**

Site Area not more than 5 hectares - per 0.1 hectare or part thereof	O	S	462.00	462.00	N/A	N/A
Site Area not more than 1 hectares - per 0.1 hectare or part thereof	O	S	N/A	N/A	£578.00	£578.00
More than 1 hectare but not more than 5 hectares for each 0.1 hectare or part thereof	O	S	N/A	N/A	£624.00	£624.00
Site Area more than 5 hectares	O	S	22,859.00	22,859.00	£30,860.00	£30,860.00
Each additional 0.1 hectare in excess of 5 hectares up to a maximum of £250,000	O	S	138.00	138.00	£186.00	£186.00

**Applications other than Building Works**

Car parks, Service Roads or other accesses	O	S	234.00	234.00	£293.00	£293.00
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**Waste (Use of land for disposal of refuse or waste materials or deposit of amterial remaining after extraction or storage minerals)**

Site Area no more than 15 hectares per 0.1 hectare	O	S	234.00	234.00	£316.00	£316.00
Site Area more than 15 hectares	O	S	34,934.00	34,934.00	£47,161.00	£47,161.00
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	138.00	138.00	N/A	N/A
Each 0.1 hectare in excess of 15 hectares up to a maximum of £105,300	O	S	N/A	N/A	£186.00	£186.00

**Operations connected with exploratory drilling for oil or natural gas**

Site area not more than 7.5 hectares each 0.1 hectare	O	S	508.00	508.00	£686.00	£686.00
Site area more than 7.5 hectares	O	S	38,070.00	38,070.00	£51,395.00	£51,395.00
Each 0.1 hectare in excess of 7.5 hectares up to a maximum of £250,000	O	S	151.00	151.00	N/A	N/A
Each 0.1 hectare in excess of 7.5 hectares up to a maximum of £405,000	O	S	N/A	N/A	£204.00	£204.00

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

Site area not more than 15 hectares each 0.1 hectares	O	S	257.00	257.00	£347.00	£347.00
Site area more than 15 hectares	O	S	38,520.00	38,520.00	£52,002.00	£52,002.00
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	151.00	151.00	N/A	N/A
Each 0.1 hectare in excess of 15 hectares up to a maximum of £105,300	O	S	N/A	N/A	£204.00	£204.00

**Operations (winning and working of minerals) excluding oil or natural gas**

Site area not more than 15 hectares each 0.1 hectares	O	S	234.00	234.00	£316.00	£316.00
Site area more than 15 hectares	O	S	34,934.00	34,934.00	£47,161.00	£47,161.00
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	138.00	138.00	N/A	N/A
Each 0.1 hectare in excess of 15 hectares up to a maximum of £105,300	O	S	N/A	N/A	£186.00	£186.00

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

Any site area per 0.1 hectares up to a maximum of £1690	O	S	234.00	234.00	N/A	N/A
Any site area per 0.1 hectares up to a maximum of £2,535	O	S	N/A	N/A	£293.00	£293.00

**Lawful Development Certificate**

Existing Use or operation	O	S	Same As	Same As	Same As	Same As
Existing use or operation - lawful not to comply with any condition or limitation	O	S	Full	Full	Full	Full
	O	S	234.00	234.00	293.00	293.00
			Half normal	Half normal	Half normal	Half normal
Proposed use or operation	O	S	planning fee	planning fee	planning fee	planning fee

**PLANNING COMMITTEE  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2023-March 2024		CHARGES April 2024-March 2025	
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**SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT**

**CHARGING AREA: Planning Application Fees**

**Prior Approval**

Telecommunications Code Systems Operators	O	S	462.00	462.00	578.00	578.00
Larger Home Extensions	O	S	96.00	96.00	120.00	120.00
Additional Storeys on a home	O	S	96.00	96.00	120.00	120.00
Agricultural and Forestry buildings & operations	O	S	96.00	96.00	120.00	120.00
Demolition of Buildings	O	S	96.00	96.00	120.00	120.00
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)	O	S	96.00	96.00	120.00	120.00
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 C2A) to a state funded school	O	S	96.00	96.00	120.00	120.00
Change of use of a building and any land within it's curtilage from an Agricultural Buildings to a State Funded School	O	S	96.00	96.00	120.00	120.00
Change of Use of a building and any land within it's 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)	O	S	96.00	96.00	120.00	120.00
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	O	S	96	96	120	120
If it includes building operations in connection with the change of use	O	S	206	206	258	258
Change of use of a building from Betting Office, Pay Day Loan Shop, Launderette; a mixed use combining of these uses and use as Dwellinghouse(s); or Hot Food takeaways to Dwellinghouses (Use Class C3)	O	S	96	96	120	120
if it includes building operations in connection with change of use	O	S	206	206	258	258
Change of Use of a building and any land within its Curtilage from Amusement Arcades/Centres and Casinos to Dwellinghouses (Use Class C3)	O	S	96	96	120	120
if it includes building operations in connection with the change of use	O	S	206	206	258	258
Temporary Use of Buildings or land for the Purpose of commercial film-making and the associate Temporary Structures, Works, Plant or Machinery required in connection with that Use	O	S	96	96	120	120
Provision of Temporary School Buildings on Vacant Commercial Lane and the use of that land as a State-funded School for up to 3 Academic Years	O	S	96	96	120	120
Development Consisting of the Erection or Construction of a Collection Facility with the Curtilage of a Shop	O	S	96	96	120	120
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roof of Non Domestic Buildings, up to a capacity of 1 Megawatt	O	S	96	96	120	120
Movable structure within the curtilage of a historic visitor attraction, or listed pub/restaurant/etc	O	S	96	96	120	120
Erection, extension or alteration on a closed defence site by or on behalf of the Crown of single living accommodation and/or non-residential buildings	O	S	96	96	120	120
Erection, extension, or alteration of a university building	O	S	96	96	120	120

**Reserved Matters**

Application for approval of reserved matters following outline approval	O	S	Full Fee due or if paid £462	Full Fee due or if paid £462	Full Fee due or if paid £578	Full Fee due or if paid £578
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**Approval/Variation/Discharge of condition**

Application for removal or variation of a condition following grant of planning permission	O	S	234.00	234.00	293.00	293.00
Request for confirmation that one or more planning conditions have been complied with - Householder	O	S	34.00	34.00	43.00	43.00
Request for confirmation that one or more planning conditions have been complied with - Other	O	S	116.00	116.00	145.00	145.00

**Change of Use of a building to use as one or more separate dwellings houses or other cases**

Not more than 50 dwellings - each dwelling	O	S	462.00	462.00	N/A	N/A
More than 50 dwellings	O	S	22,859.00	22,859.00	30,860.00	30,860.00
Each dwelling in excess of 50 up to a maximum of £250,000	O	S	138.00	138.00	186.00	186.00
Other Changes of use of a building or land	O	S	462.00	462.00	N/A	N/A
Number of dwellinghouses not more than 10	O	S	N/A	N/A	578.00	578.00
Number of dwellinghouses between 10 and 50	O	S	N/A	N/A	624.00	624.00

**Other Changes of Use**

Building or Land	O	S	N/A	N/A	£578.00	£578.00
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**Advertising**

Relating to the business on the premises	O	S	132.00	132.00	165.00	165.00
business	O	S	132.00	132.00	165.00	165.00
Other advertisements	O	S	462.00	462.00	578.00	578.00

**Application for a New Planning Permission to replace an Extant Planning Permission**

Applications in respect of major developments	O	S	690.00	690.00	0.00	0.00
Applications in respect of householder developments	O	S	68.00	68.00	0.00	0.00
Applications in respect of other developments	O	S	234.00	234.00	0.00	0.00

**Application for a Non-material Amendment following a grant of Planning Permission**

Applications in respect of householder development	O	S	34.00	34.00	43.00	43.00
Applications in respect of other developments	O	S	234.00	234.00	293.00	293.00

**Application for Permission in Principle**

For each 0.1 hectare of the site area	O	S	402.00	402.00	503.00	503.00
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For further clarification on the planning fees please refer to the The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 and (Amendment) Regulations 2017

**PLANNING COMMITTEE  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2023-March 2024		April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT**

**CHARGING AREA: Pre-Application Advice**

**Pre-Application Advice**

**Householder**

1	Householder - written response only	S	D	66.67	80.00	73.33	88.00
2	Up to 1-hour meeting and written summary / with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	158.33 / 300	190 / 360	174.16 / 330	209 / 396
3	CON 29R including LLC1	S	D	33.33	40.00	36.67	44.00
4	Express Householder Advice - e.g. week turnaround	S	D	470.83	565.00	517.92	621.50

**Change of Use of a Building or Land where the proposal does not constitute Minor or Major development**

NB this would include a change of use of the land to additional residential garden; paddocks; and buildings to non-residential use

5	Up to 1-hour <b>inhouse</b> meeting and written summary/ with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	391.67 / 545.83	470 / 655	430.83 / 600.41	517 / 720.50
6	Up to 1-hour <b>onsite</b> meeting and written summary/ with specialist advice (where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	416.67 / 570.83	500 / 685	458.33 / 627.91	550 / 753.50
7	Follow up comments upon per additional set of drawings	S	D	166.67	200.00	183.33	220.00

**Creation of a singular: dwellinghouse; replacement dwellinghouse; or residential annexe**

Note: in excess of 1 but below 10 units constitutes Minor development

8	Up to 1-hour inhouse meeting and written summary/ with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a listed building, specialist advice is required and is charged as follows.	S	D	391.67 / 545.83	470 / 655	430.83 / 600.41	517 / 720.50
9	Up to 1-hour onsite meeting and written summary/ with specialist advice Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a listed building, specialist advice is required and is charged as follows.	S	D	416.67 / 570.83	500 / 685	458.33 / 627.91	550 / 753.50
10	Follow up comments upon per additional set of drawings	S	D	166.67	200.00	183.33	220.00

**Minor Development**

11	Written summary only/ with specialist advice	S	D	391.67 / 545.83	470 / 655	430.83 / 600.41	517 / 720.50
12	Up to 1-hour inhouse meeting and written summary/ with specialist advice	S	D	808.33 / 958.33	970 / 1150	889.16 / 1054.16	1131.02 / 1340.90
13	Up to 1-hour onsite meeting and written summary/with specialist advice	S	D	833.33 / 983.33	1000 / 1180	916.66 / 1081.66	1100 / 1298
14	Additional 1-hour inhouse meetings and written summaries/ with specialist	S	D	516.67 / 666.67	620 / 800	568.33 / 733.33	682 / 880
15	Follow up comments per additional set of drawings	S	D	187.50	225.00	206.25	247.50

**Small major development (includes Heritage Assests/ Urban Design)**

new building has between 1000 and 2499 sqm of floor space

Or the site is between 0.5 and 1.99 hecatres (where you don't know the floor space).

16	Up to 1-hour inhouse meeting and written summary	S	D	2,312.50	2,775.00	2,543.75	2,798.13
17	Up to 1-hour <b>onsite</b> meeting and written summary set	S	D	2,375.00	2,850.00	2,612.50	2,873.75
18	Written advice	S	D	279.17	335.00	307.08	337.79
19	A subsequent meeting with a planning officer	S	D	1,691.67	2,030.00	1,860.83	2,046.92

**Large major development (includes Heritage Assests/ Urban Design)**

If your new building has between 2500 and 4999 sqm of floor space

Or The site area is up between 2.0 and 4.99 hecatres (where you don't know the floorspace)

20	Up to 1-hour inhouse meeting and written summary	S	D	2,825.00	3,390.00	3,107.50	3,418.25
21	Up to 1-hour <b>onsite</b> meeting and written summary set	S	D	2,845.83	3,415.00	3,130.42	3,443.46
23	A subsequent meeting with a planning officer	S	D	2,083.33	2,500.00	2,291.67	2,750.00

**Strategic Development (Principal Planner)**

Your new building has 5000 or more sqm of floor space

The site area is 5 or more hectares (where you don't now the floorspace)

24	Up to 1-hour inhouse meeting and written summary	S	D	3,200.00	3,840.00	3,520.00	4,224.00
25	Up to 1-hour onsite meeting and written summary	S	D	3,225.00	3,870.00	3,547.50	4,257.00
26	A reduced fee for follow up meetings if you have: already had a meeting in relation to the same site in the last three months or received a refusal of planning permission for a similar development on the same site in the last three months	S	D	2,541.67	3,050.00	2,795.83	3,355.00

**Planning Performance Agreement - Separate set of Fees**

BBC can offer a tailored service to developers in regard to the above advice types.

These can include meetings with elected members including ward members and members of the Planning Committee. We can negotiate compliance with conditions during the course of construction and through the redevelopment and conversion of listed buildings with the appropriate specialist advisors offering direct and timely contact with Officer's.

**Post-Application Conditions Advice**

Some developments may result in conditions which you may wish to discuss in more detail with the Planning Officer to consider your options. Particularly where there are requirements for particular materials. Officers can advise on the requirements in consultation with specialist advisors where applicable.

Note: Developers are reminded of the provisions of the NPPF with particular regard to paragraph 130.

27	Written summary only	S	D	141.67	170.00	155.83	187.00
28	Up to 1-hour inhouse meeting and written summary	S	D	235.00	282.00	258.50	310.20
29	Up to 1-hour onsite meeting and written summary	S	D	262.50	315.00	288.75	346.50

Advice from Officers specialising in the Heritage Assets, Urban Design or Landscaping may also be required and is charged separately.

**PLANNING COMMITTEE  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2024**

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**SERVICE AREA: PLANNING POLICY**

**CHARGING AREA: Design Panel Review**

Design Panel Review

Panel review session, tailored to reflect the proposal

S D

negotiable

negotiable