



**To:**  
**All members of the**  
**Corporate Policy and Resources**  
**Committee**

*Please reply to:*  
Contact: Karen Wyeth  
Service: Committee Services  
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Date: 07 February 2025

### Supplementary Agenda

#### **Corporate Policy and Resources Committee - Monday, 10 February 2025**

Dear Councillor

I enclose the following item which was marked 'to follow' (Item 2) on the agenda for the Corporate Policy and Resources Committee meeting to be held on Monday, 10 February 2025 and a revised report for Item 4:

- |                                                                                                                   |               |
|-------------------------------------------------------------------------------------------------------------------|---------------|
| <b>2. Minutes</b>                                                                                                 | <b>3 - 8</b>  |
| The minutes of the meeting held on 20 January as to follow.                                                       |               |
| <b>4. Proposed Fees and Charges for 2025-26 – Revised Report</b>                                                  | <b>9 - 80</b> |
| The Committee is asked to review and agree the Fees and Charges for 2025-26 and make a recommendation to Council. |               |

Yours sincerely

Karen Wyeth  
Corporate Governance

To the members of the Corporate Policy and Resources Committee

Councillors:

J.R. Sexton (Chair)

R.V. Geach

L. E. Nichols

**Spelthorne Borough Council, Council Offices, Knowle Green**

**Staines-upon-Thames TW18 1XB**

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C. Bateson (Vice-Chair)  
M. Beecher  
J.R. Boughtflower  
J. Button  
S.M. Doran

M. Gibson  
K.M. Grant  
K. Howkins  
M.J. Lee  
S.C. Mooney

O. Rybinski  
H.R.D. Williams  
N. Islam

Substitute Members: Councillors: M.M. Attewell, S.N. Beatty, D.C. Clarke,  
J.T.F. Doran, A. Gale and K.E. Rutherford

**Minutes of the Corporate Policy and Resources Committee  
20 January 2025**

**Present:**

Councillor J.R. Sexton (Chair)  
Councillor C. Bateson (Vice-Chair)

Councillors:

J.R. Boughtflower	K.M. Grant	S.C. Mooney
J. Button	K. Howkins	L. E. Nichols
S.M. Doran	N. Islam	H.R.D. Williams
M. Gibson	M.J. Lee	

**158/24 Apologies and Substitutes**

Apologies were received from Councillors Geach and Rybinski.

Councillor Attewell attended as substitute for Councillor Rybinski.

**159/24 Minutes**

The minutes of the meeting held on 09 December 2024 were agreed as a correct record.

**160/24 Disclosures of Interest**

Councillors Attewell, Mooney and Sexton declared that they were also Surrey County Councillors.

Councillor Nichols declared that he sat on the Knowle Green Estates board of directors.

**161/24 Questions from members of the Public**

There were no questions received from members of the public.

**162/24 Corporate Policy and Resources Draft Detailed budget for 2025/26**

The Committee considered the draft Detailed Budget for the Corporate Policy & Resources Committee.

The Committee requested that more commentary be provided within Appendix 1 to give members a better understanding of some of the figures quoted. Officers were asked to provide more information on Consultancy Fees, why some National Insurance contribution figures remained the same for 2025/26 and to provide figures for the overall staffing budgets for 2024/25 and 2025/26. The Committee also asked that additional text be added to the report to explain what this budget would mean to the Council's residents, particularly in relation to the growth items. The impact from the proposed Surrey Local Government Reorganisation would also affect the budget, particularly in relation to the Spelthorne/Mole Valley Financial Partnership that would cease if the Council was placed in the first tranche. The Committee were advised that whilst a budget had been allocated for refurbishment works to be carried out at Stockley Park this would not be used if the negotiations with a potential tenant did not result in a new lease being granted. Any amendments or additions to the draft Detailed Budget would be reflected in the budget papers due to be presented again to this Committee on 10 February and Council on 27 February 2025.

The Committee **resolved** to:

Approve the Draft Detailed Budget for the Corporate Policy & Resources Committee before it was presented back to this Committee as part of the overall budget for this Council for 2025/26.

**163/24 Corporate Policy and Resources Draft Capital Programme for 2025/26**

The Committee considered the Corporate Policy & Resources Committee draft Capital Programme for 2025/26.

The Committee agreed that the proposed Surrey Local Government Reorganisation may impact on the Capital Programme for 2025/26 so work would be needed to agree the Council's priorities and the budget report would also need to be reviewed.

The Committee **resolved** to note the draft Capital Programme for 2025/26.

**164/24 Treasury Management Strategy Mid-Year Review**

The Committee considered a report on the performance of the Treasury Department during the first six months of 2024/25.

The Committee asked if officers could explain how the price list indicator worked and were advised that a response would be circulated to all Committee members.

The Committee **resolved** to note the performance of the Treasury Department during the first six months of 2024/25.

### **165/24 Treasury Management Draft Strategy 2025-26**

The Committee considered a report that sought a recommendation to Council.

The Committee were advised that the Council has a statutory duty to approve an Annual Treasury Management Strategy.

The figures shown in Table 2 within the report were queried as they differed from those quoted in the Corporate Policy & Resources Committee (CP&RC) Capital Programme Report. 2025/26. Members were advised that the figures quoted in the CP&RC Capital Programme Report only related to this Committee whilst those quoted in this report were for all committees. The Chief Finance Officer advised that he would send an email to all Committee Members to clarify why there was a difference in figures.

The Committee Members requested that the methodology used to determine a Council's credit rating also be sent to all Committee Members.

The Committee **resolved** to:

1. Recommend to Council that it approves the Treasury Management Strategy for 2025-26 as set out in the report; and
2. Advise Council that by approving the report, they will be agreeing to the Treasury Management Practices (TMP), MRP statement, Operational Boundary and Authorised Limits.

### **166/24 Refreshed Sinking Fund Model**

The Committee considered an interim report on the progress of 2025-26 to 2074-75 Sinking Fund Forecast Model.

The Committee asked for additional information to be provided on the proposed Sinking Fund Model and training to be given to all Committee Members before they agreed to note the report mid-February 2025. The Chair advised the Committee that un-redacted confidential versions of Appendices A and B would be shared with Committee members to enable members to understand the model ahead of any demonstrations so that they were informed and able to ask questions on any part of the proposed model that they wanted clarification on. Any demonstration would also be provided to members on the Commercial Assets Sub-Committee before the model is refined and brought back to this committee.

The Committee asked that a User Requirement Description be written so the members were fully informed with regard to what is expected of the Sinking Fund Forecast Model and how the Council would use it.

The Committee **resolved** to:

1. Note the progress on the Sinking Fund Model and that concerns raised by the Committee Members would be addressed; and
2. Subject to the demonstrations and further clarification provided to members, to decide whether this Sinking Fund Model should proceed in the current proposed format.

#### **167/24 Revised Corporate Complaints Policy**

The Committee considered a report the sought adoption of a revised Corporate Complaints Policy that would align with the Ombudsman's Complaints Handling Code.

The Committee were advised that any revisions to the policy would not affect the current reporting procedures.

The Committee **resolved** to approve the adoption of the proposed revised Corporate Complaints Policy.

#### **168/24 2023-24 Audited Accounts for KGE**

The Committee considered the audited financial statement for Knowle Green Estates for the year end 31 March 2024.

The Committee **resolved** to note the contents of the report and in particular the unqualified audit report.

#### **169/24 Eclipse Leisure Centre Additional Spend**

The Committee considered a report that outlined additional spend on the Eclipse Leisure Centre that had been approved by the Community Wellbeing & Housing Committee on 07 January 2025.

The Corporate Policy & Resources Committee were asked to note the updated budget position for the construction of the Eclipse Leisure Centre.

Committee members were advised that negotiations were still being undertaken with Wilmot Dixon to finalise the accounts and that a more detailed analysis and costs would be brought back to this committee at a later date.

The Committee were advised that the original design met Building Control Standards and that some of the additional work was due to requests from the Leisure Centre Operator, Places Leisure. In addition to the amendments approved by the Community Wellbeing & Housing Committee, Officers were

asked to look at providing handrails to ensure that customers with disabilities or mobility issues would be able to enter and leave the centre safely.

The Chair advised officers that a list of all additional works and costings needed to be produced and brought to the committee so that additional funding would not be needed in the future.

The Committee requested that a more clear and concise report be brought back to this committee for them to consider the current budget position for the construction of the Eclipse Leisure Centre.

The Committee asked that all future reports in respect of the Eclipse Leisure Centre funding should come straight to the Corporate Policy & Resources Committee but for governance purposes the Terms of Reference for the Community Wellbeing & Housing Committee (CW&HC) would need to be considered when a decision was made as to whether a report needed to be considered by CW&HC before coming before this Committee..

The Committee **resolved** to reject the updated budget position for the construction of Eclipse Leisure Centre.

#### **170/24 Corporate Plan Progress Report**

The Committee were advised that this item had been deferred to the next meeting of the Committee on 10 February 2025.

#### **171/24 Terms of Reference for KGE Task & Finish Group**

The Committee **resolved** to agree the Terms of Reference for Knowle Green Estates Task & Finish Group.

#### **172/24 Terms of Reference for Reorganisation Board**

The Committee agreed that this item would be taken to the Extraordinary Council Meeting to be held on 06 February 2025.

#### **173/24 Urgent Actions**

The Committee were advised that no urgent actions had been taken since the last meeting of the committee on 09 December 2024.

#### **174/24 Forward Plan**

The Committee resolved to note the contents of the Forward Plan for this committee.

**The meeting concluded at 21.50**





# Corporate Policy & Resources Committee

10<sup>th</sup> February 2025

<b>Title</b>	<i>Fees and Charges budget for 2025/26</i>
<b>Purpose of the report</b>	To review and agree the Fees and Charges for 2025-26
<b>Report Author</b>	<i>Mahmud Rogers Joint Financial Services Manager</i>
<b>Ward(s) Affected</b>	All Wards
<b>Exempt</b>	No
<b>Exemption Reason</b>	<i>n/a</i>
<b>Corporate Priority</b>	Resilience
<b>Recommendations</b>	Committee is asked to review and agree the Fees and Charges for 2025-26
<b>Reason for Recommendation</b>	Councils have a statutory duty to balance their budgets.

## 1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> <li>A robust budget planning process helps organisations to manage their resources with economy, efficiency and effectiveness</li> </ul>	<ul style="list-style-type: none"> <li>To have a robust and sustainable 2025/26 budget that meets the needs of the service and provides a resilient financial position to the Council as a whole.</li> <li>The 2025/26 Budget planning process commenced in May 2024 and must be completed and approved by Council in February 2025.</li> </ul>
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> <li>Committee reviews and agrees provisionally the Fees and Charges</li> </ul>	<ul style="list-style-type: none"> <li>Agree Fees and Charges for the Committee to put forward to the Council for 2025-26</li> </ul>

1.1 This report seeks to present the Fees and Charges for 2025/26.

## 2. Key issues

2.1 The attached appendix gives a list of Fees and Charges broken down by Committee. The Fees and Charges in the schedule reflect the fees and charges which have been considered and agreed by individual service committees in the previous committee round.

2.2 Fees and charges proposals have been rounded in line with previous guidance from this Committee. The Community Wellbeing and Housing

Committee had a robust debate around whether and by how much the fee for meals for the Meals on Wheels service should be increased. The Committee agreed to increase the price by £1, to reduce the level of subsidy, catch up with the impact of inflation (the fee had not been increased since 2020) and to protect the viability of the service.

- 2.3 Markets on High Streets are generally in decline and have been for a few years. Staines Market continues to operate against this backdrop and a range of other pressures, and benchmarking has identified that our current market fees are already higher than some other comparable markets. Market fees are therefore not proposed to be increased this year but will be kept under review for future years.

### **3. Options analysis and proposal**

- 3.1 The Committee has the opportunity to comment on any of the fees and charges

### **4. Financial management comments**

- 4.1 Proposed fees and charges have been included in the detailed budget. The overall budgeted increase in income from fees and charges is expected to be £264,200, a rise from £8,191,400 for 2024/25 to £8,455,600 for 2025/26. If the Fees and Charges increases proposed were not agreed, this would then create a Budget gap which would need to be addressed by offsetting savings.

### **5. Risk management comments**

- 5.1 Increases in fees and charges may fail to generate a desired increase in revenue of the volume of customer demand falls.

### **6. Procurement comments**

- 6.1 n/a

### **7. Legal comments**

- 7.1 Councils have a statutory duty to set a balanced budget.

### **8. Other considerations**

- 8.1 n/a

### **9. Equality and Diversity**

- 9.1 n/a

### **10. Sustainability/Climate Change Implications**

- 10.1 n/a

### **11. Timetable for implementation**

- 11.1 Fees and Charges for 2025/26 should be agreed with final budget and Council Tax resolution by Council 22<sup>nd</sup> February 2025

### **12. Contact**

- 12.1 Mahmud Rogers, Joint Financial Services Manager  
[m.rogers@spelthorne.gov.uk](mailto:m.rogers@spelthorne.gov.uk)

**Background papers: There are none.**

### **Appendices:**

Appendix 1 – SBC Fees and Charges by Committee

Appendix 2 - E&S Fees and charges budget summary

Appendix 3 - Business Infrastructure & Growth - Fees and Charges budget summary

Appendix 4 - CWHC Fees and charges budget summary

Appendix 5 - CPRC Fees and charges budget summary

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# Fees and Charges

## 2025/26



Printed Date: 27/01/2025

Last modified: 27/01/2025

**A full schedule of the fees and charges for all Council services for the coming year**

## Business Infrastructure-Growth

### Asset Management

#### Property Fees

##### Work charges (general fees)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Consent under Lease (assignment, alterations etc.)	1,493	£464.00	£485.00	S	Discretionary
Disposal of Council land (at third party's request)	1,496	£871.00	£905.00	S	Discretionary
Entering into a new Lease	1,487	£871.00	£905.00	S	Discretionary
Entering into a new Licence	1,488	£464.00	£485.00	S	Discretionary
Lease Renewal (substantially new terms)	1,489	£697.00	£725.00	S	Discretionary
Lease Renewal (substantially same terms as before)	1,490	£523.00	£545.00	S	Discretionary
Licence Renewal (substantially new terms)	1,491	£377.00	£390.00	S	Discretionary
Licence Renewal (substantially same terms as before)	1,492	£290.00	£300.00	S	Discretionary
New Wayleave, Easement etc.	1,494	£581.00	£605.00	S	Discretionary
Regularisation of encroachment	1,495	£581.00	£605.00	S	Discretionary

##### Work charges (third sector fees)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Consent under Lease (assignment, alterations etc.)	1,503	£233.00	£240.00	S	Discretionary
Disposal of Council land (at third party's request)	1,506	£871.00	£905.00	S	Discretionary
Entering into a new Lease	1,497	£435.00	£450.00	S	Discretionary
Entering into a new Licence	1,498	£233.00	£240.00	S	Discretionary
Lease Renewal (substantially new terms)	1,499	£348.00	£360.00	S	Discretionary
Lease Renewal (substantially same terms as before)	1,500	£261.00	£270.00	S	Discretionary

## Fees and Charges

Printed Date: 27/01/2025

Last modified: 27/01/2025

				VATII	
Licence Renewal (substantially new terms)	1,501	£185.00	£190.00	S	Discretionary
Licence Renewal (substantially same terms as before)	1,502	£144.00	£150.00	S	Discretionary
New Wayleave, Easement etc.	1,504	£290.00	£300.00	S	Discretionary
Regularisation of encroachment	1,505	£290.00	£300.00	S	Discretionary

## Staines Market

### Markets

#### Staines High Street

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Ad Hoc Rentals (Price on Application)	1,425			S	Discretionary
Casual Pitch (Friday)	1,252	£52.00	£52.00	S	Discretionary
Casual Pitch (Saturday)	109	£59.00	£59.00	S	Discretionary
Casual Pitch (Wednesday)	108	£52.00	£52.00	S	Discretionary
Permanent Pitch (Friday)	111	£47.00	£47.00	S	Discretionary
Permanent Pitch (Saturday)	110	£52.00	£52.00	S	Discretionary
Permanent Pitch (Wednesday)	1,253	£47.00	£47.00	S	Discretionary

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## Community Wellbeing & Housing

### Day Centres

#### Greeno & Fordbridge Centres (Community Use)

##### Committee/Meeting Rooms

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Mon-Fri Evening (per hour)	558	£17.50	£19.00	E	Discretionary
Saturday (per hour)	561	£19.70	£25.00	E	Discretionary

##### Large Hall

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Mon-Fri Evening (per hour)	551	£26.00	£30.00	E	Discretionary

## Fees and Charges

Printed Date: 27/01/2025

Last modified: 27/01/2025

				VAT	Statute
Saturday Day Time Rates before 6.00 PM (per hour)	553	£30.00	£35.00	E	Discretionary
Saturday Evening after 6.00 PM (per hour)	554	£48.00	£50.00	E	Discretionary
Sunday (per hour)	555	£48.00	£50.00	E	Discretionary

## Quiet Lounge

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Mon-Fri Evening (per hour)	562	£17.50	£19.00	E	Discretionary
Saturday Day Time Rates before 6.00 PM (per hour)	564	£26.00	£30.00	E	Discretionary
Saturday Evening after 6.00 PM (per hour)	565	£31.00	£35.00	E	Discretionary

## Greeno & Fordbridge Centres (Semi Commercial Use e.g. Weight Watchers and Dance Classes)

### Large Hall

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Mon - Fri Evening (per hour)	1,222	£34.00	£35.00	E	Discretionary
Saturday Day Time Rates before 6.00 PM (per hour)	1,223	£37.00	£40.00	E	Discretionary
Saturday Evening after 6.00 PM (per hour)	1,224	£62.00	£65.00	E	Discretionary
Sunday (per hour)	1,225	£63.00	£65.00	E	Discretionary

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## Older Peoples Services

### Membership Fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Joint Day Centre/Spelride	959	£28.00	£30.00	S	Discretionary
Non SBC Resident	604	£28.00	£30.00	S	Discretionary
SBC Resident	603	£18.20	£19.00	S	Discretionary

## OPAL Group (High Needs)

### Attendance Fees (Daily Charge)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
OPAL	1,692	£42.00	£45.00	O	Discretionary
OPAL	1,691	£42.00	£45.00	O	Discretionary

## Fees and Charges

Printed Date: 27/01/2025

Last modified: 27/01/2025

VATII

### Staines Community Centres (Community Use)

#### Upstairs meeting room

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Mon-Fri Evening (per hour)	1,435	£17.50	£19.00	E	Discretionary
Saturday Daytime (per hour)	1,436	£19.70	£25.00	E	Discretionary
Saturday Evening (per hour)	1,437	£31.00	£35.00	E	Discretionary
Sunday all day (per hour)	1,438	£31.00	£35.00	E	Discretionary

#### Upstairs or downstairs area

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Mon-Fri Evening (per hour)	1,431	£21.30	£25.00	E	Discretionary
Saturday Daytime (per hour)	1,432	£28.00	£30.00	E	Discretionary
Saturday Evening (per hour)	1,433	£43.00	£45.00	E	Discretionary
Sunday all day (per hour)	1,434	£43.00	£45.00	E	Discretionary

### Staines Community Centres (Semi-Commercial Use)

#### Upstairs meeting room

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Mon-Fri Evening (per hour)	1,443	£23.00	£25.00	E	Discretionary
Saturday Daytime (per hour)	1,444	£26.00	£30.00	E	Discretionary
Saturday Evening (per hour)	1,445	£42.00	£45.00	E	Discretionary
Sunday all day (per hour)	1,446	£42.00	£45.00	E	Discretionary

#### Upstairs or downstairs area

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Mon-Fri Evening (per hour)	1,439	£28.00	£30.00	E	Discretionary
Saturday Daytime (per hour)	1,440	£31.00	£35.00	E	Discretionary
Saturday Evening (per hour)	1,441	£53.00	£55.00	E	Discretionary
Sunday all day (per hour)	1,442	£53.00	£55.00	E	Discretionary

## Environmental Health

### Licensing



## Fees and Charges

Printed Date: 27/01/2025

Last modified: 27/01/2025

### Street Trading

VATII

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
New Application Submission Fee - Deducted From Licence Fee If Application Is Approved	1,243	£101.00	£105.00	S	Discretionary

### Street Trading - Per Annum

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Consent For Mobile Shops, Ice Cream Vans And The Like For Not More Than 30 Minutes In Any One Place: All Residential Areas Where Streets Are Not Classified Roads	101	£1,036.00	£1,080.00	S	Discretionary
b) Consent For Mobile Shops, Ice Cream Vans And The Like For Not More Than 30 Minutes In Any One Place: Sites In Classified Roads Which Are Not Prohibited Streets	102	£1,036.00	£1,080.00	S	Discretionary
c) Consent For Sites Adjacent To The Public Highway (Static Sites), for Specified Periods From Identified Sites During Street Trading Hours	103	£1,036.00	£1,080.00	S	Discretionary

## Food Safety

### Food Safety

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Voluntary Surrender Of Foodstuffs Certificate	308	£87.00	£90.00	S	Discretionary

### Food Hygiene Rating Scheme

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Request for re-inspection under the Food Hygiene Rating Scheme	1,592	£240.00	£250.00	S	Discretionary

### Foodstuffs For Export

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Per Certificate (If Visit Needed)	307	£185.00	£195.00	O	Discretionary
Per Certificate (If Visit Not Needed)	306	£93.00	£100.00	O	Discretionary

## Health and Safety

### Health and Safety

#### Health And Safety At Work Act 1974

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Officer Statement Of Facts - hourly rate	314	£74.00	£77.00	O	Discretionary

## Fees and Charges

Printed Date: 27/01/2025

Last modified: 27/01/2025

VATII

## Homelessness

### Homelessness

#### Bed & Breakfast

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Charge Is Maximum Eligible For Housing Benefit (2 Bed Rate, Per Week, Per Individual)	550	£288.46	£288.46	○	Statutory
Charge Is Maximum Eligible For Housing Benefit (4 Bed Rate, Per Week, Per Individual)	1,320	£413.01	£413.01	○	Statutory

## Licensing

### Animal Welfare

#### New or renewal application (Plus all associated vet fees and charges)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Arranging for the Provision of Boarding (Application Fee 444, Grant Fee 124)	1,585	£548.00	£568.00	○	Discretionary
Boarding for cats (Application Fee 444, Grant Fee 124)	1,577	£548.00	£568.00	○	Discretionary
Boarding in dogs in kennels - (Application Fee 444, Grant Fee 124)	1,575	£548.00	£568.00	○	Discretionary
Dog Breeders - (Application Fee 444, Grant Fee 124)	1,569	£548.00	£568.00	○	Discretionary
Dog Day Care (Application Fee 444, Grant Fee 124)	1,579	£548.00	£568.00	○	Discretionary
Each additional licensable activity/inspection	1,588	£120.00	£125.00	○	Discretionary
Each additional site visit to hosts as part of the arrangers licence application/ renewal	1,610	£117.00	£125.00	○	Discretionary
Hiring out horses (Application Fee 444, Grant Fee 124)	1,571	£548.00	£568.00	○	Discretionary
Home boarders (dogs only) (Application Fee 444, Grant Fee 124)	1,573	£548.00	£568.00	○	Discretionary
Keeping or training animals for exhibition (Application Fee 444, Grant Fee 124)	1,583	£548.00	£568.00	○	Discretionary
Replacement Licence	1,591	£61.00	£65.00	○	Discretionary
Re-rating Inspection.	1,587	£273.00	£285.00	○	Discretionary
Selling Animals as Pets (Application Fee 444, Grant Fee 124)	1,581	£548.00	£568.00	○	Discretionary

## Gambling Act 2005

### Gambling Act Fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Adult Gaming Centres: a) New Applications	488	£2,000.00	£2,000.00	○	Statutory

## Fees and Charges

Printed Date: 27/01/2025

Last modified: 27/01/2025

				VATII	
Adult Gaming Centres: b) Annual Fees	489	£1,000.00	£1,000.00	<input type="radio"/>	Statutory
Adult Gaming Centres: c) Variations	490	£1,000.00	£1,000.00	<input type="radio"/>	Statutory
Adult Gaming Centres: d) Transfers	491	£1,200.00	£1,200.00	<input type="radio"/>	Statutory
Adult Gaming Centres: e) Reinstatements	492	£1,200.00	£1,200.00	<input type="radio"/>	Statutory
Adult Gaming Centres: f) Provisionals Statements	493	£2,000.00	£2,000.00	<input type="radio"/>	Statutory
Adult Gaming Centres: g) Licence Application (Provisional Statement Holders)	494	£1,200.00	£1,200.00	<input type="radio"/>	Statutory
Adult Gaming Centres: h) Copy of licence	927	£25.00	£25.00	<input type="radio"/>	Statutory
Adult Gaming Centres: i) Notification of change	926	£50.00	£50.00	<input type="radio"/>	Statutory
Betting Premises (Excluding Tracks): a) New Applications	467	£2,700.00	£2,700.00	<input type="radio"/>	Statutory
Betting Premises (Excluding Tracks): b) Annual Fees	468	£600.00	£600.00	<input type="radio"/>	Statutory
Betting Premises (Excluding Tracks): c) Variations	469	£1,500.00	£1,500.00	<input type="radio"/>	Statutory
Betting Premises (Excluding Tracks): d) Transfers	470	£1,200.00	£1,200.00	<input type="radio"/>	Statutory
Betting Premises (Excluding Tracks): e) Reinstatements	471	£1,200.00	£1,200.00	<input type="radio"/>	Statutory
Betting Premises (Excluding Tracks): f) Provisionals Statements	472	£3,000.00	£3,000.00	<input type="radio"/>	Statutory
Betting Premises (Excluding Tracks): g) Licence Application (Provisional Statement Holders)	473	£1,200.00	£1,200.00	<input type="radio"/>	Statutory
Betting premises (Excluding Tracks): h) Copy of licence	921	£25.00	£25.00	<input type="radio"/>	Statutory
Betting premises (Excluding Tracks): i) Notification of change	920	£50.00	£50.00	<input type="radio"/>	Statutory
Bingo Clubs: a) New Applications	460	£3,500.00	£3,500.00	<input type="radio"/>	Statutory
Bingo Clubs: b) Annual Fees	461	£1,000.00	£1,000.00	<input type="radio"/>	Statutory
Bingo Clubs: c) Variations	462	£1,750.00	£1,750.00	<input type="radio"/>	Statutory
Bingo Clubs: d) Transfers	463	£1,200.00	£1,200.00	<input type="radio"/>	Statutory
Bingo Clubs: e) Reinstatements	464	£1,200.00	£1,200.00	<input type="radio"/>	Statutory
Bingo Clubs: f) Provisionals Statements	465	£3,500.00	£3,500.00	<input type="radio"/>	Statutory
Bingo Clubs: g) Licence Application (Provisional Statement Holders)	466	£1,200.00	£1,200.00	<input type="radio"/>	Statutory
Bingo Clubs: h) Notification of change	918	£50.00	£50.00	<input type="radio"/>	Statutory
Bingo Clubs: i) Copy of licence	919	£25.00	£25.00	<input type="radio"/>	Statutory
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): a) Application Fee (New Permit)	519	£100.00	£100.00	<input type="radio"/>	Statutory
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): b) Application Fee (Conversion Of Part 2 / Part 3 Registration)	520	£100.00	£100.00	<input type="radio"/>	Statutory

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				VATII	
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): c	521	£50.00	£50.00	○	Statutory
Annual Fee					
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): c	522	£100.00	£100.00	○	Statutory
Renewal Fee					
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): €	523	£100.00	£100.00	○	Statutory
Variation Fee					
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): f	524	£15.00	£15.00	○	Statutory
Copy Of Permit					
Club Gaming Permit: a) Application Fee (New Permit)	513	£200.00	£200.00	○	Statutory
Club Gaming Permit: b) Application Fee (Conversion Of Part 2 / Part 3 Registration)	514	£100.00	£100.00	○	Statutory
Club Gaming Permit: c) Annual Fee	515	£50.00	£50.00	○	Statutory
Club Gaming Permit: d) Renewal Fee	516	£200.00	£200.00	○	Statutory
Club Gaming Permit: e) Variation Fee	517	£100.00	£100.00	○	Statutory
Club Gaming Permit: f) Copy Of Permit	518	£15.00	£15.00	○	Statutory
Family Entertainment Centre: a) New Applications	481	£2,000.00	£2,000.00	○	Statutory
Family Entertainment Centre: b) Annual Fees	482	£750.00	£750.00	○	Statutory
Family Entertainment Centre: c) Variations	483	£1,000.00	£1,000.00	○	Statutory
Family Entertainment Centre: d) Transfers	484	£950.00	£950.00	○	Statutory
Family Entertainment Centre: e) Reinstatements	485	£950.00	£950.00	○	Statutory
Family Entertainment Centre: f) Provisionals Statements	486	£2,000.00	£2,000.00	○	Statutory
Family Entertainment Centre: g) Licence Application (Provisional Statement Holders)	487	£950.00	£950.00	○	Statutory
Family Entertainment Centre: h) Copy of licence	925	£25.00	£25.00	○	Statutory
Family Entertainment Centre: i) Notification of change	924	£50.00	£50.00	○	Statutory
Licensed Premises - Notification Of Intent To Use Automatic Entitlement (1-2 Machines)	495	£50.00	£50.00	○	Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): a) Application Fee (New Permit)	496	£150.00	£150.00	○	Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): b) Application Fee (Conversion Of S34 Permit)	497	£100.00	£100.00	○	Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): c) Annual Fee	498	£50.00	£50.00	○	Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): d) Variation Fee	499	£100.00	£100.00	○	Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): e) Transfer Fee	500	£25.00	£25.00	○	Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): f) Change Of Name	501	£25.00	£25.00	○	Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): g) Copy Of Permit	502	£15.00	£15.00	○	Statutory

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				VATII	
Prize Gaming Permit: a) Application Fee (New Permit)	508	£300.00	£300.00	<input type="radio"/>	Statutory
Prize Gaming Permit: b) Application Fee (Conversion Of S34 Permit)	509	£100.00	£100.00	<input type="radio"/>	Statutory
Prize Gaming Permit: c) Renewal Fee	510	£300.00	£300.00	<input type="radio"/>	Statutory
Prize Gaming Permit: d) Change Of Name	511	£25.00	£25.00	<input type="radio"/>	Statutory
Prize Gaming Permit: e) Copy Of Permit	512	£15.00	£15.00	<input type="radio"/>	Statutory
Small Society Lotteries: a) New Registration	525	£40.00	£40.00	<input type="radio"/>	Statutory
Small Society Lotteries: b) Annual Fee	526	£20.00	£20.00	<input type="radio"/>	Statutory
Tracks: a) New Applications	474	£2,500.00	£2,500.00	<input type="radio"/>	Statutory
Tracks: b) Annual Fees	475	£1,000.00	£1,000.00	<input type="radio"/>	Statutory
Tracks: c) Variations	476	£1,250.00	£1,250.00	<input type="radio"/>	Statutory
Tracks: d) Transfers	477	£950.00	£950.00	<input type="radio"/>	Statutory
Tracks: e) Reinstatements	478	£950.00	£950.00	<input type="radio"/>	Statutory
Tracks: f) Provisionals Statements	479	£2,500.00	£2,500.00	<input type="radio"/>	Statutory
Tracks: g) Licence Application (Provisional Statement Holders)	480	£950.00	£950.00	<input type="radio"/>	Statutory
Tracks: h) Copy of licence	923	£25.00	£25.00	<input type="radio"/>	Statutory
Tracks: i) Notification of change	922	£50.00	£50.00	<input type="radio"/>	Statutory
Unlicensed Family Entertainment Centre Gaming Machine Permit: a) Application Fee (New Permit)	503	£300.00	£300.00	<input type="radio"/>	Statutory
Unlicensed Family Entertainment Centre Gaming Machine Permit: b) Application Fee (Conversion Of S34 Perm	504	£100.00	£100.00	<input type="radio"/>	Statutory
Unlicensed Family Entertainment Centre Gaming Machine Permit: c) Renewal Fee	505	£300.00	£300.00	<input type="radio"/>	Statutory
Unlicensed Family Entertainment Centre Gaming Machine Permit: d) Change Of Name	506	£25.00	£25.00	<input type="radio"/>	Statutory
Unlicensed Family Entertainment Centre Gaming Machine Permit: e) Copy Of Permit	507	£15.00	£15.00	<input type="radio"/>	Statutory

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## HMO Licensing Scheme

### HMO Licence

Cancelled licence application (to cover aborted work on processing the application)

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,695	£166.00	£175.00	<input type="radio"/>	Discretionary

## Licensing Act 2003

### Licensing Fees

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
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## Fees and Charges

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				VAT	Statute
Application For Provisional Statement Where Premises Are Being Built etc (Sec 29)	444	£315.00	£315.00	<input type="radio"/>	Statutory
Application For Transfer Of A Premises Licence (Section 42)	447	£23.00	£23.00	<input type="radio"/>	Statutory
Application To Vary Licence To Specify Individual As Premises Supervisor (Section37)	446	£23.00	£23.00	<input type="radio"/>	Statutory
Change Of Relevant Registered Address Of Club (Section 83,(1) Or ( 2)	451	£10.50	£10.50	<input type="radio"/>	Statutory
Duty To Notify Change Of Name Or Address (Section 127)	454	£10.50	£10.50	<input type="radio"/>	Statutory
Interim Authority Notice Following Death Etc Of Licence Holder (Section 47)	448	£23.00	£23.00	<input type="radio"/>	Statutory
Notification Of Change Of Name And Address (Section 33)	445	£10.50	£10.50	<input type="radio"/>	Statutory
Notification Of Change Of Name Or Alteration Of Rules Of The Club (Section 82)	450	£10.50	£10.50	<input type="radio"/>	Statutory
Personal Licence	423	£37.00	£37.00	<input type="radio"/>	Statutory
Personal Licence Grant Or Renewal (Section 117)	442	£37.00	£37.00	<input type="radio"/>	Statutory
Right Of Freeholder Etc To Be Notified Of Licensing Matters (Section 178)	455	£21.00	£21.00	<input type="radio"/>	Statutory
Temporary Events Notice	422	£21.00	£21.00	<input type="radio"/>	Statutory
Temporary Events Notice (Section100)	441	£21.00	£21.00	<input type="radio"/>	Statutory
Theft, Loss etc Of Certificate Or Summary (Section 79)	449	£21.00	£21.00	<input type="radio"/>	Statutory
Theft, Loss etc Of Personal Licence (Section 126)	453	£10.50	£10.50	<input type="radio"/>	Statutory
Theft, Loss etc Of Premises Licence Or Summary (Section 25)	443	£10.50	£10.50	<input type="radio"/>	Statutory
Theft, Loss etc Of Temporary Event Notice (Section 110)	452	£10.50	£10.50	<input type="radio"/>	Statutory

## Licensing Register Entries

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
For All Entries ( If Plans Are Required)	440	£3,000.00	£3,000.00	<input type="radio"/>	Statutory
For All Entries ( No Plans Are Required)	439	£1,000.00	£1,000.00	<input type="radio"/>	Statutory
Per Individual Copy	438	£26.00	£26.00	<input type="radio"/>	Statutory

## Premises Licence

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Minor Variation	917	£89.00	£89.00	<input type="radio"/>	Statutory

## Premises Licence - Annual Fee

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
A	431	£70.00	£70.00	<input type="radio"/>	Statutory
B	432	£180.00	£180.00	<input type="radio"/>	Statutory
C	433	£295.00	£295.00	<input type="radio"/>	Statutory

## Fees and Charges

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				VAT	
D	434	£320.00	£320.00	<input type="radio"/>	Statutory
E	435	£350.00	£350.00	<input type="radio"/>	Statutory

### Premises Licence - Annual Fee (For Town Centre Pubs Only)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
D X 2	436	£640.00	£640.00	<input type="radio"/>	Statutory
E X 3	437	£1,050.00	£1,050.00	<input type="radio"/>	Statutory

### Premises Licence - New And Full Variation Applications

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
A	424	£100.00	£100.00	<input type="radio"/>	Statutory
B	425	£190.00	£190.00	<input type="radio"/>	Statutory
C	426	£315.00	£315.00	<input type="radio"/>	Statutory
D	427	£450.00	£450.00	<input type="radio"/>	Statutory
D X 2	429	£900.00	£900.00	<input type="radio"/>	Statutory
E	428	£635.00	£635.00	<input type="radio"/>	Statutory
E X 3	430	£1,905.00	£1,905.00	<input type="radio"/>	Statutory

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## Mobile Home Site Licensing Scheme

### Mobile Home Site Licence

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Application for a new site licence - 1 to 5 pitches	1,336	£579.00	£605.00	<input type="radio"/>	Discretionary
b) Application for a new site licence - 6 to 24 pitches	1,337	£676.00	£705.00	<input type="radio"/>	Discretionary
c) Application for a new site licence - 25 to 99 pitches	1,338	£747.00	£780.00	<input type="radio"/>	Discretionary
d) Application for a new site licence - 100+ pitches	1,339	£889.00	£925.00	<input type="radio"/>	Discretionary
e) Application to alter conditions to a site licence - 1 to 5 pitches	1,340	£277.00	£290.00	<input type="radio"/>	Discretionary
f) Application to alter conditions to a site licence - 6 to 24 pitches	1,341	£288.00	£300.00	<input type="radio"/>	Discretionary
g) Application to alter conditions to a site licence - 25 to 99 pitches	1,342	£302.00	£315.00	<input type="radio"/>	Discretionary
h) Application to alter conditions to a site licence - 100+ pitches	1,343	£326.00	£340.00	<input type="radio"/>	Discretionary
i) Application to transfer a site licence	1,344	£156.00	£165.00	<input type="radio"/>	Discretionary
j) Annual fee - 1 to 5 pitches	1,345	£220.00	£230.00	<input type="radio"/>	Discretionary
k) Annual fee - 6 to 24 pitches	1,346	£271.00	£285.00	<input type="radio"/>	Discretionary
l) Annual fee - 25 to 99 pitches	1,347	£306.00	£320.00	<input type="radio"/>	Discretionary

## Fees and Charges

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				VAT	
m) Annual fee - 100+ pitches	1,348	£380.00	£395.00	<input type="radio"/>	Discretionary
n) Recover of cost of enforcement - hourly rate	1,415	£74.00	£80.00	<input type="radio"/>	Discretionary
o) Fit and proper person register application fee	1,693	£417.00	£435.00	<input type="radio"/>	Discretionary

## Pollution

### Scrap Metal Dealers

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Scrap Metal collector fee	1,307	£397.00	£415.00	<input type="radio"/>	Discretionary
Scrap Metal dealer site license fee	1,308	£629.00	£655.00	<input type="radio"/>	Discretionary
Scrap Metal Licence Variation	1,315	£71.00	£75.00	<input type="radio"/>	Discretionary
Scrap Metal replacement of Licence	1,316	£30.00	£35.00	<input type="radio"/>	Discretionary

## Retail

### Registration for skin piercing treatments: acupuncture, tattooing, skin piercing, electrolysis, semi-permanent skin colouring

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Practitioner registration	458	£265.00	£280.00	<input type="radio"/>	Discretionary
Registration of premises	459	£265.00	£280.00	<input type="radio"/>	Discretionary
Replacement certificate	935	£61.00	£65.00	<input type="radio"/>	Discretionary
Variation of registration	1,430	£71.00	£75.00	<input type="radio"/>	Discretionary

### Sex establishment licence fee

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Change of licence details	1,269	£193.00	£205.00	<input type="radio"/>	Discretionary
New, Renewal, Intermediate, Temporary	1,268	£3,870.00	£4,025.00	<input type="radio"/>	Discretionary

### Sex Shop Registration

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
New, Renewal, Intermediate, Temporary	456	£3,870.00	£4,025.00	<input type="radio"/>	Discretionary
Transfer Of Licence	457	£3,870.00	£4,025.00	<input type="radio"/>	Discretionary

## Meals On Wheels



## Fees and Charges

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### Luncheon Clubs

#### Service Fees

Charge Per Meal

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
609	£4.40	£5.00	0	Discretionary

### Meals on Wheels

#### Service Fees

Charge for Sandwich

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,683	£1.80	£2.00	0	Discretionary

Charge Per Meal

608	£4.00	£5.00	0	Discretionary
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### Pavement Licensing

#### Pavement Licensing

#### Pavement Licensing

Street Pavement License New

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,785		£500.00	0	Discretionary

Street Pavement License Renewal

1,679	£100.00	£350.00	0	Discretionary
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### Public Halls

#### Shepperton Hall

#### Community Use (9am to Midnight) (Hire to local groups)

Mon-Fri 9am to 5pm per hour

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
641	£24.00	£25.00	E	Discretionary

Mon-Fri After 5pm per hour

642	£26.00	£30.00	E	Discretionary
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Sat 9am to 6pm per hour

643	£30.00	£35.00	E	Discretionary
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Sat After 6pm per hour

644	£52.00	£55.00	E	Discretionary
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Sunday 9am to 10.30pm per hour

645	£52.00	£55.00	E	Discretionary
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#### Semi Commercial Use (9am to Midnight) (Commercial firms providing a community benefit)

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
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				VATII	
Mon-Fri 9am to 5pm per hour	1,006	£33.00	£35.00	E	Discretionary
Mon-Fri After 5pm per hour	1,016	£36.00	£40.00	E	Discretionary
Sat 9am to 6pm per hour	1,021	£39.00	£40.00	E	Discretionary
Sat After 6pm per hour	1,031	£66.00	£70.00	E	Discretionary
Sunday 9am to 10.30pm per hour	1,221	£66.00	£70.00	E	Discretionary

## Public Health

### Water Testing Charges

#### Private water supply

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Private water supply sample (each visit)= officer hourly rate plus PLUS all associated external sampling, laboratory and reporting costs	1,027	£100.00	£104.00	○	Statutory
Analysing a sample taken during monitoring of Group B parameters and monitoring under regulation 11,= office hourly rate PLUS all associated external sampling, laboratory and reporting costs	1,034	£63.50	£66.00	○	Statutory
b) Risk Assessment (each assessment) = officer hourly rate, PLUS all associated costs for commissioning appropriately trained and competent specialists	1,028	£63.50	£66.00	○	Statutory
c) Investigation (per investigation) = officer hourly rate, PLUS all associated costs for commissioning competent specialists (including sampling, laboratory analysis, risk assessment and engineering	1,029	£63.50	£66.00	○	Statutory
d) Granting an Authorisation (per authorisation) = officer hourly rate, PLUS all associated external costs	1,030	£63.50	£66.00	○	Statutory
e) Analysing a Sample Taken Under Regulation 10 (for parameters referred to in paragraph (1)(a) to (e) of that regulation) = officer hourly rate, PLUS all associated external sampling, laboratory and reporting costs	1,032	£63.50	£66.00	○	Statutory
f) Analysing a Sample Taken during monitoring of Group A parameters = officer hourly rate, PLUS all associated external sampling, laboratory and reporting costs	1,033	£63.50	£66.00	○	Statutory

## Rodent & Pest Control

### Rodent and Pest Control

#### Pest Control

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Bedbugs (based on a 3 bedroom property, more than 3 bedrooms subject to survey)	1,260	£128.00	£135.00	S	Discretionary
Fleas, Cockroaches etc. (based on a 3 bedroom property, more than 3 bedrooms subject to survey)	327	£100.00	£105.00	S	Discretionary
Mice (Up to 3 visits)	326	£76.00	£80.00	S	Discretionary

## Fees and Charges

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				VAT	
Rats (Up to 3 visits)	325	£58.00	£65.00	S	Discretionary
Wasps (per visit)	1,629	£74.00	£80.00	S	Discretionary

## Stray Dogs

### Stray Dogs - Collection Fee (comprising of £25 statutory fee, contractor collection fee £187)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Plus Kennelling of £30/day, if the owner wants their dog delivered back to them £35, and any vet fees incurred charged in addition	295	£223.00	£235.00	O	Discretionary

## SAT

### Spelride Accessible Transport (S A T)

#### Membership

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Annual	758	£23.40	£24.00	Z	Discretionary

#### Spelride

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Per Single Trip	759	£4.70	£5.00	Z	Discretionary
Return Trip	760	£8.30	£9.00	Z	Discretionary

## Taxi Licensing

### Taxi Licensing fee structure

#### Cancellation of booked appointment fee

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
	1,718	£42.00	£44.00	O	Discretionary

#### Change of Vehicle

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
	1,707	£175.00	£180.00	O	Discretionary

#### DBS

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
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## Fees and Charges

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	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
	1,717	£47.00	£48.50	<input type="radio"/>	Discretionary
<b>Discounted HC vehicle with wheelchair accessibility</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>VAT</b>	<b>Statute</b>
	1,709	£127.00	£128.50	<input type="radio"/>	Discretionary
<b>Discounted PH vehicle with wheelchair accessibility</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>VAT</b>	<b>Statute</b>
	1,708	£125.00	£130.00	<input type="radio"/>	Discretionary
<b>English &amp; Numeracy Test &amp; Retest</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>VAT</b>	<b>Statute</b>
	1,716	£31.00	£32.00	<input type="radio"/>	Discretionary
<b>Hackney Carriage Conditions Test &amp; Retest</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>VAT</b>	<b>Statute</b>
	1,713	£52.00	£54.00	<input type="radio"/>	Discretionary
<b>Hackney Carriage Geographic Test &amp; Retest</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>VAT</b>	<b>Statute</b>
	1,712	£73.00	£76.00	<input type="radio"/>	Discretionary
<b>New Driver Hackney Carriage (1 year)</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>VAT</b>	<b>Statute</b>
	1,696	£242.00	£249.00	<input type="radio"/>	Discretionary
<b>New Driver Hackney Carriage (3 year)</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>VAT</b>	<b>Statute</b>
	1,697	£395.00	£429.00	<input type="radio"/>	Discretionary
<b>New Driver Private Hire (1 year)</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>VAT</b>	<b>Statute</b>
	1,698	£242.00	£253.00	<input type="radio"/>	Discretionary
<b>New Driver Private Hire (3 year)</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>VAT</b>	<b>Statute</b>
	1,699	£395.00	£429.00	<input type="radio"/>	Discretionary
<b>Operators 1 year</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>VAT</b>	<b>Statute</b>
	1,710	£366.00	£367.00	<input type="radio"/>	Discretionary

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			VAT	
<b>Operators 5 year</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>Statute</b>
	1,711	£1,027.00	£1,030.00	Discretionary
<b>Private Hire Conditions Test &amp; Retest</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>Statute</b>
	1,714	£52.00	£54.00	Discretionary
<b>Private Hire Geographic Test &amp; Retest</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>Statute</b>
	1,715	£52.00	£54.00	Discretionary
<b>Reissue of PH/HC driver or vehicle licence due to any other reason</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>Statute</b>
	1,719	£26.00	£29.00	Discretionary
<b>Renewal Driver Hackney Carriage (1 year)</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>Statute</b>
	1,700	£210.00	£233.00	Discretionary
<b>Renewal Driver Hackney Carriage (3 year)</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>Statute</b>
	1,701	£452.00	£468.00	Discretionary
<b>Renewal Driver Private Hire (1 year)</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>Statute</b>
	1,703	£204.00	£236.00	Discretionary
<b>Renewal Driver Private Hire (3 year)</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>Statute</b>
	1,704	£431.00	£457.00	Discretionary
<b>Replacement of plates</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>Statute</b>
	1,720	£24.00	£27.00	Discretionary
<b>Upgrade Private Hire Driver to Hackney Carriage Driver (Includes 1 attempt at conditions test, 1 attempt at geographic test, vehicle check &amp; processing &amp; issuing driver and vehicle licence)</b>	<b>Record</b>	<b>2024/25 Charge</b>	<b>2025/26 Charge</b>	<b>Statute</b>
	1,702	£212.00	£234.00	Discretionary

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### Vehicle Hackney Carriage

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,705	£254.00	£260.00	0	Discretionary

### Vehicle Private Hire

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,706	£251.00	£257.00	0	Discretionary

## Corporate Policy and Resources

### Building Control

#### Building Control

##### Building Control

Sale Of Approval Notices

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
357	£28.00	£30.00	S	Discretionary

##### Building Control Research

Additional Copies of Documents/Notices

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
360	£34.00	£40.00	S	Discretionary

Historical Research Per Hr (Inc 4 Copies)

359	£84.00	£90.00	S	Discretionary
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#### Charges For Certain Small Buildings And Extensions - Additional Charge (Non Part P Electrician)

01 Extensions Under 10m2 (single storey)

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,074	£340.00	£355.00	S	Discretionary

02 Extensions 10m2 - 40m2 (single storey)

1,075	£340.00	£355.00	S	Discretionary
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03 Extensions 40m2 - 100m2 (single storey)

1,076	£340.00	£355.00	S	Discretionary
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04 Two storey extension not exceeding 40m2

1,077	£340.00	£355.00	S	Discretionary
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05 Two storey extension 40m2 - 100m2

1,078	£340.00	£355.00	S	Discretionary
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06 Two storey extension 100m2 to 200m2

1,080	£340.00	£355.00	S	Discretionary
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07 Loft conversion without dormers (max 60m2)

1,081	£340.00	£355.00	S	Discretionary
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08 Loft conversion that includes a dormer or changes to roof line (max 60m2)

1,082	£340.00	£355.00	S	Discretionary
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09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2

1,083	£340.00	£355.00	S	Discretionary
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10 Erection of a single storey domestic garage extension or carport up to 100m2

1,084	£340.00	£355.00	S	Discretionary
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## Fees and Charges

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				VAT	Statute
11 Conversion of a domestic garage to habitable rooms (max 40m2)	1,085	£340.00	£355.00	S	Discretionary
12 Alterations to extend or create a basement up to 100m2	1,086	£340.00	£355.00	S	Discretionary

### Charges For Certain Small Buildings And Extensions - Building Notice Charge (Note 1)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
00 No Fee Required i.e. Cavity Wall	227	£0.00	£0.00	S	Discretionary
01 Extensions Under 10m2 (single storey)	228	£795.00	£830.00	S	Discretionary
02 Extensions 10m2 - 40m2 (single storey)	229	£1,150.00	£1,200.00	S	Discretionary
03 Extensions 40m2 - 100m2 (single storey)	230	£1,351.00	£1,410.00	S	Discretionary
04 Two storey extension not exceeding 40m2	231	£1,351.00	£1,410.00	S	Discretionary
05 Two storey extension 40m2 - 100m2	232	£1,710.00	£1,780.00	S	Discretionary
06 Two storey extension 100m2 to 200m2	1,046	£2,028.00	£2,110.00	S	Discretionary
07 Loft conversion without dormers (max 60m2)	1,047	£949.00	£990.00	S	Discretionary
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	1,048	£1,126.00	£1,175.00	S	Discretionary
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	1,049	£630.00	£660.00	S	Discretionary
10 Erection of a single storey domestic garage extension or carport up to 100m2	1,050	£748.00	£780.00	S	Discretionary
11 Conversion of a domestic garage to habitable rooms (max 40m2)	1,051	£885.00	£925.00	S	Discretionary
12 Alterations to extend or create a basement up to 100m2	1,052	£1,733.00	£1,805.00	S	Discretionary

### Charges For Certain Small Buildings And Extensions - Inspection Charge

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
00 No Fee Required i.e. Cavity Wall	220	£0.00	£0.00	S	Discretionary
01 Extensions Under 10m2 (single storey)	221	£595.00	£620.00	S	Discretionary
02 Extensions 10m2 - 40m2 (single storey)	222	£850.00	£885.00	S	Discretionary
03 Extensions 40m2 - 100m2 (single storey)	223	£1,051.00	£1,095.00	S	Discretionary
04 Two storey extension not exceeding 40m2	224	£1,051.00	£1,095.00	S	Discretionary
05 Two storey extension 40m2 - 100m2	225	£1,410.00	£1,470.00	S	Discretionary
06 Two storey extension 100m2 to 200m2	1,053	£1,728.00	£1,800.00	S	Discretionary
07 Loft conversion without dormers (max 60m2)	1,054	£649.00	£675.00	S	Discretionary
08 Loft conversion that includes a dormer or changes to roof line (max 60m2)	1,055	£826.00	£860.00	S	Discretionary
09 Erection or extension of a non exempt domestic detached garage or carport up to 100m2	1,056	£430.00	£450.00	S	Discretionary

## Fees and Charges

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10	Erection of a single storey domestic garage extension or carport up to 100m2	1,057	£548.00	£570.00	S Discretionary
11	Conversion of a domestic garage to habitable rooms (max 40m2)	1,058	£585.00	£610.00	S Discretionary
12	Alterations to extend or create a basement up to 100m2	1,059	£1,433.00	£1,495.00	S Discretionary

### Charges For Certain Small Buildings And Extensions - Plan Charge

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
00	No Fee Required i.e. Cavity Wall	213	£0.00	£0.00	S Discretionary
01	Extensions Under 10m2 (single storey)	214	£200.00	£210.00	S Discretionary
02	Extensions 10m2 - 40m2 (single storey)	215	£300.00	£315.00	S Discretionary
03	Extensions 40m2 - 100m2 (single storey)	216	£300.00	£315.00	S Discretionary
04	Two storey extension not exceeding 40m2	217	£300.00	£315.00	S Discretionary
05	Two storey extension 40m2 - 100m2	218	£300.00	£315.00	S Discretionary
06	Two storey extension 100m2 to 200m2	1,060	£300.00	£315.00	S Discretionary
07	Loft conversion without dormers (max 60m2)	1,061	£300.00	£315.00	S Discretionary
08	Loft conversion that includes a dormer or changes to roof line (max 60m2)	1,062	£300.00	£315.00	S Discretionary
09	Erection or extension of a non exempt domestic detached garage or carport up to 100m2	1,063	£200.00	£210.00	S Discretionary
10	Erection of a single storey domestic garage extension or carport up to 100m2	1,064	£200.00	£210.00	S Discretionary
11	Conversion of a domestic garage to habitable rooms (max 40m2)	1,065	£300.00	£315.00	S Discretionary
12	Alterations to extend or create a basement up to 100m2	1,066	£300.00	£315.00	S Discretionary

### Charges For Certain Small Buildings And Extensions - Regularisations (Note 2)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
00	No Fee Required i.e. Cavity Wall	234	£0.00	£0.00	O Discretionary
01	Extensions Under 10m2 (single Storey)	235	£994.00	£1,035.00	O Discretionary
02	Extensions 10m2 - 40m2 (single Storey)	236	£1,437.00	£1,495.00	O Discretionary
03	Extensions 40m2 - 100m2 (single storey)	237	£1,689.00	£1,760.00	O Discretionary
04	Two storey extension not exceeding 40m2	238	£1,689.00	£1,760.00	O Discretionary
05	Two storey extension 40m2 - 100m2	239	£2,138.00	£2,225.00	O Discretionary
06	Two storey extension 100m2 to 200m2	1,067	£2,535.00	£2,640.00	O Discretionary
07	Loft conversion without dormers (max 60m2)	1,068	£1,186.00	£1,235.00	O Discretionary
08	Loft conversion that includes a dormer or changes to roof line (max 60m2)	1,069	£1,407.00	£1,465.00	O Discretionary
09	Erection or extension of a non exempt domestic detached garage or carport up to 100m2	1,070	£788.00	£820.00	O Discretionary



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				VAT	Statute
10 Erection of a single storey domestic garage extension or carport up to 100m2	1,071	£935.00	£975.00	○	Discretionary
11 Conversion of a domestic garage to habitable rooms (max 40m2)	1,072	£1,106.00	£1,155.00	○	Discretionary
12 Alterations to extend or create a basement up to 100m2	1,073	£2,166.00	£2,255.00	○	Discretionary

## Street Numbering & Re-Numbering

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Renaming Property Per Property	367	£72.00	£75.00	○	Discretionary
b) Single Property	363	£116.00	£125.00	○	Discretionary
c) 2-5 Properties	364	£163.00	£170.00	○	Discretionary
d) 6-10 Properties	365	£229.00	£240.00	○	Discretionary
e) 11 Plus Properties (£100 plus an additional £2 per property up to a max of £300)	366	£229.00	£240.00	○	Discretionary

## Domestic Alterations to a Single Building - Building Notice Charge

### Electrical work (non competent persons scheme)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Any electrical work	1,115	£478.00	£500.00	S	Discretionary

### Internal alterations, installation of fittings (not electrical) and/or structural alterations

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Estimated cost less than £5,000	1,109	£515.00	£540.00	S	Discretionary
02 Estimated cost exceeding £5,000 and up to £25,000	1,110	£810.00	£845.00	S	Discretionary
03 Estimated cost exceeding £25,001 and up to £50,000	1,111	£1,059.00	£1,105.00	S	Discretionary
04 Estimated cost exceeding £50,001 and up to £75,000	1,112	£1,646.00	£1,715.00	S	Discretionary

### Renovation of thermal element

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Renovation of thermal element to a single dwelling	1,108	£515.00	£540.00	S	Discretionary

### Underpinning

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Underpinning (POA)	1,107	£0.00	£0.00	S	Discretionary

### Window replacement (non competent persons scheme)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Per installation over 20 windows	1,114	£427.00	£445.00	S	Discretionary
Per installation up to 20 windows	1,113	£292.00	£305.00	S	Discretionary

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### Domestic Alterations to a Single Building - Inspection Charge

#### Electrical work (non competent persons scheme)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Any electrical work (Inc in Plan Charge)	1,105	£0.00	£0.00	S	Discretionary

#### Internal alterations, installation of fittings (not electrical) and/or structural alterations

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Estimated cost less than £5,000 (Inc in Plan Charge)	1,099	£0.00	£0.00	S	Discretionary
02 Estimated cost exceeding £5,000 and up to £25,000 (Inc in Plan Charge)	1,100	£510.00	£535.00	S	Discretionary
03 Estimated cost exceeding £25,001 and up to £50,000	1,101	£759.00	£790.00	S	Discretionary
04 Estimated cost exceeding £50,001 and up to £75,000	1,102	£1,346.00	£1,400.00	S	Discretionary

#### Renovation of thermal element

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Renovation of thermal element to a single dwelling (Inc in Plan Charge)	1,098	£0.00	£0.00	S	Discretionary

#### Underpinning

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Underpinning (Price on Application)	1,097	£0.00	£0.00	S	Discretionary

#### Window replacement (non competent persons scheme)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Per installation over 20 windows (Inc in Plan Charge)	1,104	£0.00	£0.00	S	Discretionary
Per installation up to 20 windows (Inc in Plan Charge)	1,103	£0.00	£0.00	S	Discretionary

### Domestic Alterations to a Single Building - Plan Charge

#### Electrical work (non competent persons scheme)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Any electrical work	1,095	£478.00	£500.00	S	Discretionary

#### Internal alterations, installation of fittings (not electrical) and/or structural alterations

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Estimated cost less than £5,000	1,089	£515.00	£540.00	S	Discretionary
02 Estimated cost exceeding £5,000 and up to £25,000	1,090	£300.00	£315.00	S	Discretionary
03 Estimated cost exceeding £25,001 and up to £50,000	1,091	£300.00	£315.00	S	Discretionary
04 Estimated cost exceeding £50,001 and up to £75,000	1,092	£300.00	£315.00	S	Discretionary

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### Renovation of thermal element

Renovation of thermal element to a single dwelling

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,088	£515.00	£540.00	S	Discretionary

### Underpinning

Underpinning (POA)

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,087	£0.00	£0.00	S	Discretionary

### Window replacement (non competent persons scheme)

Per installation over 20 windows

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,094	£427.00	£445.00	S	Discretionary

Per installation up to 20 windows

1,093	£292.00	£305.00	S	Discretionary
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## Domestic Alterations to a Single Building - Regularisation Charge

### Electrical work (non competent persons scheme)

Any electrical work

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,125	£597.00	£625.00	O	Discretionary

### Internal alterations, installation of fittings (not electrical) and/or structural alterations

01 Estimated cost less than £5,000

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,119	£644.00	£670.00	O	Discretionary

02 Estimated cost exceeding £5,000 and up to £25,000

1,120	£1,013.00	£1,055.00	O	Discretionary
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03 Estimated cost exceeding £25,001 and up to £50,000

1,121	£1,324.00	£1,380.00	O	Discretionary
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04 Estimated cost exceeding £50,001 and up to £75,000

1,122	£2,058.00	£2,145.00	O	Discretionary
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### Renovation of thermal element

Renovation of thermal element to a single dwelling

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,118	£644.00	£670.00	O	Discretionary

### Underpinning

Underpinning (POA)

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,117	£0.00	£0.00	O	Discretionary

### Window replacement (non competent persons scheme)

Per installation over 20 windows

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,124	£534.00	£560.00	O	Discretionary

Per installation up to 20 windows

1,123	£365.00	£380.00	O	Discretionary
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### Non Domestic Alterations - Inspection Charge

#### Alterations not described elsewhere including structural alterations and installation of controlled fittings

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Estimated cost up to £5,000 (Included in Plan Charge)	1,194	£0.00	£0.00	S	Discretionary
02 Estimated cost exceeding 567.00£5,000 and up to £25,000	1,195	£567.00	£590.00	S	Discretionary
03 Estimated cost exceeding £25,000 and up to £50,000	1,196	£1,003.00	£1,045.00	S	Discretionary
04 Estimated cost exceeding £50,000 and up to £100,000	1,197	£1,310.00	£1,365.00	S	Discretionary
05 Estimated cost exceeding £100,000 and up to £150,000	1,198	£1,546.00	£1,610.00	S	Discretionary
06 Installation of a Mezzanine floor up to 500m2	1,199	£1,041.00	£1,085.00	S	Discretionary

#### Office / Shop fit out

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Floor area up to 500m2	1,200	£645.00	£675.00	S	Discretionary
02 Floor area 500m2 to1000m2	1,201	£1,041.00	£1,085.00	S	Discretionary
03 Change of use of a Building (charged in addition to the above works)(Included in Plan Charge)	1,202	£0.00	£0.00	S	Discretionary

#### Renovation of thermal element

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Estimated cost up to £50,000 (Included in Plan Charge)	1,191	£0.00	£0.00	S	Discretionary
02 Estimated cost exceeding £50,001 and up to £100,000	1,192	£413.00	£430.00	S	Discretionary
03 Estimated cost exceeding £100,001 and up to £250,000	1,193	£567.00	£590.00	S	Discretionary

#### Window replacement (non competent persons scheme).

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Per installation over 20 windows (Included in Plan Charge)	1,190	£0.00	£0.00	S	Discretionary
Per installation up to 20 windows (Included in Plan Charge)	1,189	£0.00	£0.00	S	Discretionary

### Non Domestic Alterations - Plan Charge

#### Alterations not described elsewhere including structural alterations and installation of controlled fittings

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Estimated cost up to £5,000	1,180	£578.00	£605.00	S	Discretionary
02 Estimated cost exceeding £5,000 and up to £25,000	1,181	£300.00	£315.00	S	Discretionary

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				VAT	
03 Estimated cost exceeding £25,000 and up to £50,000	1,182	£300.00	£315.00	S	Discretionary
04 Estimated cost exceeding £50,000 and up to £100,000	1,183	£350.00	£365.00	S	Discretionary
05 Estimated cost exceeding £100,000 and up to £150,000	1,184	£350.00	£365.00	S	Discretionary
06 Installation of a Mezzanine floor up to 500m2	1,185	£300.00	£315.00	S	Discretionary

### Office / Shop fit out

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Floor area up to 500m2	1,186	£300.00	£315.00	S	Discretionary
02 Floor area 500m2 to 1000m2	1,187	£300.00	£315.00	S	Discretionary
03 Change of use of a Building (charged in addition to the above works)	1,188	£300.00	£315.00	S	Discretionary

### Renovation of thermal element

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Estimated cost up to £50,000	1,177	£557.00	£580.00	S	Discretionary
02 Estimated cost exceeding £50,001 and up to £100,000	1,178	£300.00	£315.00	S	Discretionary
03 Estimated cost exceeding £100,001 and up to £250,000	1,179	£300.00	£315.00	S	Discretionary

### Window replacement (non competent persons scheme).

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Per installation over 20 windows	1,176	£427.00	£445.00	S	Discretionary
Per installation up to 20 windows	1,175	£292.00	£305.00	S	Discretionary

## Non Domestic Alterations - Regularisation Charge

### Alterations not described elsewhere including structural alterations and installation of controlled fittings

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Estimated cost up to £5,000	1,208	£723.00	£755.00	O	Discretionary
02 Estimated cost exceeding £5,000 and up to £25,000	1,209	£1,084.00	£1,130.00	O	Discretionary
03 Estimated cost exceeding £25,000 and up to £50,000	1,210	£1,629.00	£1,695.00	O	Discretionary
04 Estimated cost exceeding £50,000 and up to £100,000	1,211	£2,075.00	£2,160.00	O	Discretionary
05 Estimated cost exceeding £100,000 and up to £150,000	1,212	£2,370.00	£2,465.00	O	Discretionary
06 Installation of a Mezzanine floor up to 500m2	1,213	£1,676.00	£1,745.00	O	Discretionary

### Office / Shop fit out

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
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## Fees and Charges

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				VAT	Statute
01 Floor area up to 500m2	1,214	£1,181.00	£1,230.00	0	Discretionary
02 Floor area 500m2 to 1000m2	1,215	£1,676.00	£1,745.00	0	Discretionary
03 Change of use of a Building (charged in addition to the above works)	1,216	£325.00	£340.00	0	Discretionary

### Renovation of thermal element

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Estimated cost up to £50,000	1,205	£696.00	£725.00	0	Discretionary
02 Estimated cost exceeding £50,001 and up to £100,000	1,206	£936.00	£975.00	0	Discretionary
03 Estimated cost exceeding £100,001 and up to £250,000	1,207	£1,084.00	£1,130.00	0	Discretionary

### Window replacement (non competent persons scheme).

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Per installation over 20 windows	1,204	£534.00	£560.00	0	Discretionary
Per installation up to 20 windows	1,203	£365.00	£380.00	0	Discretionary

## Non Domestic Extensions and New Build - Inspection Charge

### All Other Use Classes

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Floor Area not exceeding 10m2	1,167	£774.00	£805.00	S	Discretionary
02 Floor area exceeding 10m2 but not exceeding 40m2	1,168	£946.00	£985.00	S	Discretionary
03 Floor area exceeding 40m2 but not exceeding 100m2	1,169	£1,241.00	£1,295.00	S	Discretionary
04 Floor area exceeding 100m2 but not exceeding 200m2	1,170	£1,637.00	£1,705.00	S	Discretionary

### Assembly and Recreational Use & Other Residential (Institution and Other)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Floor Area not exceeding 10m2	1,143	£811.00	£845.00	S	Discretionary
02 Floor area exceeding 10m2 but not exceeding 40m2	1,144	£1,241.00	£1,295.00	S	Discretionary
03 Floor area exceeding 40m2 but not exceeding 100m2	1,145	£1,796.00	£1,870.00	S	Discretionary
04 Floor area exceeding 100m2 but not exceeding 200m2	1,146	£2,353.00	£2,450.00	S	Discretionary

### Industrial and Storage Use

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Floor Area not exceeding 10m2 (Inc in Plan Charge)	1,155	£411.00	£430.00	S	Discretionary
02 Floor area exceeding 10m2 but not exceeding 40m2	1,156	£525.00	£550.00	S	Discretionary
03 Floor area exceeding 40m2 but not exceeding 100m2	1,157	£840.00	£880.00	S	Discretionary

## Fees and Charges

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04 Floor area exceeding 100m2 but not exceeding 200m2	1,158	£1,001.00	£1,045.00	VATII S	Discretionary
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## Non Domestic Extensions and New Build - Plan Charge

### All Other Use Classes

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Floor Area not exceeding 10m2	1,163	£300.00	£315.00	S	Discretionary
02 Floor area exceeding 10m2 but not exceeding 40m2	1,164	£350.00	£365.00	S	Discretionary
03 Floor area exceeding 40m2 but not exceeding 100m2	1,165	£350.00	£365.00	S	Discretionary
04 Floor area exceeding 100m2 but not exceeding 200m2	1,166	£350.00	£365.00	S	Discretionary

### Assembly and Recreational Use & Other Residential (Institution and Other)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Floor Area not exceeding 10m2	1,139	£300.00	£315.00	S	Discretionary
02 Floor area exceeding 10m2 but not exceeding 40m2	1,140	£350.00	£365.00	S	Discretionary
03 Floor area exceeding 40m2 but not exceeding 100m2	1,141	£350.00	£365.00	S	Discretionary
04 Floor area exceeding 100m2 but not exceeding 200m2	1,142	£350.00	£365.00	S	Discretionary

### Industrial and Storage Use

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Floor Area not exceeding 10m2	1,151	£300.00	£315.00	S	Discretionary
02 Floor area exceeding 10m2 but not exceeding 40m2	1,152	£350.00	£365.00	S	Discretionary
03 Floor area exceeding 40m2 but not exceeding 100m2	1,153	£350.00	£365.00	S	Discretionary
04 Floor area exceeding 100m2 but not exceeding 200m2	1,154	£350.00	£365.00	S	Discretionary

## Non Domestic Extensions and New Build - Regularisation Charge

### All Other Use Classes

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Floor Area not exceeding 10m2	1,171	£1,343.00	£1,400.00	O	Discretionary
02 Floor area exceeding 10m2 but not exceeding 40m2	1,172	£1,620.00	£1,685.00	O	Discretionary
03 Floor area exceeding 40m2 but not exceeding 100m2	1,173	£1,989.00	£2,070.00	O	Discretionary
04 Floor area exceeding 100m2 but not exceeding 200m2	1,174	£2,484.00	£2,585.00	O	Discretionary

### Assembly and Recreational Use & Other Residential (Institution and Other)

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
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## Fees and Charges

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				VAT	Statute
01 Floor Area not exceeding 10m2	1,147	£1,389.00	£1,445.00	○	Discretionary
02 Floor area exceeding 10m2 but not exceeding 40m2	1,148	£1,989.00	£2,070.00	○	Discretionary
03 Floor area exceeding 40m2 but not exceeding 100m2	1,149	£2,682.00	£2,790.00	○	Discretionary
04 Floor area exceeding 100m2 but not exceeding 200m2	1,150	£3,379.00	£3,515.00	○	Discretionary

## Industrial and Storage Use

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01 Floor Area not exceeding 10m2	1,159	£889.00	£925.00	○	Discretionary
02 Floor area exceeding 10m2 but not exceeding 40m2	1,160	£1,094.00	£1,140.00	○	Discretionary
03 Floor area exceeding 40m2 but not exceeding 100m2	1,161	£1,487.00	£1,550.00	○	Discretionary
04 Floor area exceeding 100m2 but not exceeding 200m2	1,162	£1,689.00	£1,760.00	○	Discretionary

## Small Domestic Buildings - Building Notices (New Dwellings Up To 300M2 Each)

### Number Of Dwellings

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) 1	191	£1,712.00	£1,785.00	S	Discretionary
b) 2	192	£2,304.00	£2,400.00	S	Discretionary
c) 3	193	£2,703.00	£2,815.00	S	Discretionary
d) 4	194	£3,101.00	£3,225.00	S	Discretionary
e) 5	195	£3,616.00	£3,765.00	S	Discretionary
f) 6	196	£4,133.00	£4,300.00	S	Discretionary
g) 7	197	£4,570.00	£4,755.00	S	Discretionary
h) 8	198	£5,009.00	£5,210.00	S	Discretionary
i) 9	199	£5,444.00	£5,665.00	S	Discretionary
j) 10	200	£5,880.00	£6,120.00	S	Discretionary
k) exceeding 10 - Price on Application	201	£0.00	£0.00	S	Discretionary

## Small Domestic Buildings - Inspection Charge (New Dwellings Up To 300M2 Each)

### Number Of Dwellings

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) 1	169	£1,412.00	£1,470.00	S	Discretionary
b) 2	170	£2,004.00	£2,085.00	S	Discretionary



## Fees and Charges

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				VAT	Statute
c) 3	171	£2,403.00	£2,500.00	S	Discretionary
d) 4	172	£2,601.00	£2,705.00	S	Discretionary
e) 5	173	£3,116.00	£3,245.00	S	Discretionary
f) 6	174	£3,133.00	£3,260.00	S	Discretionary
g) 7	175	£3,570.00	£3,715.00	S	Discretionary
h) 8	176	£4,009.00	£4,170.00	S	Discretionary
i) 9	177	£4,444.00	£4,625.00	S	Discretionary
j) 10	178	£4,880.00	£5,080.00	S	Discretionary
k) exceeding 10 - Price on Application	179	£0.00	£0.00	S	Discretionary

## Small Domestic Buildings - Plan Charge (New Dwellings Up To 300M2 Each)

### Number Of Dwellings

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) 1	147	£300.00	£315.00	S	Discretionary
b) 2	148	£300.00	£315.00	S	Discretionary
c) 3	149	£300.00	£315.00	S	Discretionary
d) 4	150	£500.00	£520.00	S	Discretionary
e) 5	151	£500.00	£520.00	S	Discretionary
f) 6	152	£1,000.00	£1,040.00	S	Discretionary
g) 7	153	£1,000.00	£1,040.00	S	Discretionary
h) 8	154	£1,000.00	£1,040.00	S	Discretionary
i) 9	155	£1,000.00	£1,040.00	S	Discretionary
j) 10	156	£1,000.00	£1,040.00	S	Discretionary
k) exceeding 10 - Price on Application	157	£0.00	£0.00	S	Discretionary

## Small Domestic Buildings - Regularisation Charge (New Dwellings Up To 300M2 Each)

### Number Of Dwellings

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) 1	1,035	£2,140.00	£2,230.00	O	Discretionary
b) 2	1,036	£2,880.00	£3,000.00	O	Discretionary

## Fees and Charges

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				VATII	
c) 3	1,037	£3,379.00	£3,515.00	<input type="radio"/>	Discretionary
d) 4	1,038	£3,876.00	£4,035.00	<input type="radio"/>	Discretionary
e) 5	1,039	£4,520.00	£4,705.00	<input type="radio"/>	Discretionary
f) 6	1,040	£5,166.00	£5,375.00	<input type="radio"/>	Discretionary
g) 7	1,041	£5,712.00	£5,945.00	<input type="radio"/>	Discretionary
h) 8	1,042	£6,261.00	£6,515.00	<input type="radio"/>	Discretionary
i) 9	1,043	£6,805.00	£7,080.00	<input type="radio"/>	Discretionary
j) 10	1,044	£7,350.00	£7,645.00	<input type="radio"/>	Discretionary
k) exceeding 10 (POA)	1,045	£0.00	£0.00	<input type="radio"/>	Discretionary

## Electoral Registration

### Electoral Registration

#### Statutory Fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Certificate Of Residence	34	£25.00	£25.00	<input type="radio"/>	Statutory
Register Of Electors And Marked Copies Of Polling Station Registers Per Sale (Statutory Fixed Charge) - Data Copy	33	£20.00	£20.00	<input type="radio"/>	Statutory
Register Of Electors And Marked Copies Of Polling Station Registers Per Sale (Statutory Fixed Charge) - Hard Copy	32	£10.00	£10.00	<input type="radio"/>	Statutory
Register Of Electors And Marked Copies Of Polling Station Registers Per Thousand Names (Statutory Fixed Charge) - Data Copy	31	£1.50	£1.50	<input type="radio"/>	Statutory
Register Of Electors And Marked Copies Of Polling Station Registers Per Thousand Names (Statutory Fixed Charge) - Hard Copy	30	£5.00	£5.00	<input type="radio"/>	Statutory
Return Of Election Expenses - Per Copy	35	£0.20	£0.20	<input type="radio"/>	Statutory

## Land Charges

### A) Service Fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Full Search Fees (b+c)	1,248	£270.60	£275.40	S	statutory

## Fees and Charges

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				VAT	Statute
b) Con29R Enhanced	1,682	£210.00	£210.00	S	statutory
c) Con29R Surrey County Council Search Fee (payable in addition to the fees above on all full searches completed)	611	£60.60	£65.40	S	statutory
d) Additional Parcel (Con29)	613	£23.40	£23.40	S	statutory
e) Each Con 29 'O' Optional Enquiry	614	£25.50	£27.60	S	statutory
f) Each Additional Enquiry/Solicitors Question	615	£24.60	£24.60	S	statutory
g) Personal Search Con29 Component data per question	1,247	£2.15	£2.15	S	statutory

## B) Copying Charges

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Copy Of Duplicate Search	620	£9.10	£9.10	S	statutory
Copy of Tree Preservation Order	1,447	£35.40	£35.40	S	statutory
Each Agreement - Each Following Sheet	619	£1.20	£1.20	S	statutory
Each Agreement - First Sheet	618	£3.96	£3.96	S	statutory

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## Legal Fees

**Legal Fees (where £nil charge shown, no equivalent in that year). VAT is applied dependent on whether or not the Council has opted to tax the land or property**

### Commercial Organisations

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
G. Licence to Assign	1,551	£1,750.00	£1,820.00	S	Discretionary

**Legal Fees (where £nil charge shown, no equivalent in that year). VAT is applied dependent on whether or not the Council has opted to tax the land or property**

### Commercial Organisations

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
A. Lettings and renewals (£0-£50,000 yearly rental income)	1,545	£2,050.00	£2,500.00	S	Discretionary
B. Lettings and renewals (£50,000 - £300,000 yearly rental income)	1,546	£2,900.00	£3,500.00	S	Discretionary
C. Lettings and renewals (£300,000 - £750,000 yearly rental income)	1,547	£4,650.00	£5,500.00	S	Discretionary

## Fees and Charges

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				VAT	Statute
D. Lettings and renewals (> £750,000 yearly rental income)	1,548	£7,000.00	£8,500.00	S	Discretionary
E. Rent Deposit Agreement	1,549	£1,450.00	£1,500.00	S	Discretionary
F. Deed of Variation	1,550	£1,750.00	£1,820.00	S	Discretionary
H. Licence to Alter	1,552	£2,050.00	£2,500.00	S	Discretionary
I. Licence to Sublet	1,553	£2,300.00	£2,500.00	S	Discretionary
J. Tenancy at Will	1,554	£500.00	£600.00	S	Discretionary
K. Easement or Wayleave	1,555	£2,050.00	£2,500.00	S	Discretionary
L. Licences	1,556	£900.00	£1,250.00	S	Discretionary
M. Surrender	1,557	£2,050.00	£2,500.00	S	Discretionary

### Commercial Organisations - Hourly rates

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
A. Solicitor/ Legal Executive with over 8 years experience	1,291	£390.00	£500.00	S	Discretionary
B. Solicitor/ Legal Executive with between 4 to 8 years experience	1,290	£300.00	£400.00	S	Discretionary
C. Solicitor/ Legal Executive with less than 4 years experience	1,289	£270.00	£300.00	S	Discretionary

### Community Groups

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
A. Lettings and renewals	1,558	£615.00	£650.00	S	Discretionary
B. Rent Deposit Agreement	1,559	£300.00	£350.00	S	Discretionary
C. Deed of Variation	1,560	£410.00	£450.00	S	Discretionary
E. Licence to Alter	1,562	£410.00	£450.00	S	Discretionary
K. Surrender	1,568	£410.00	£450.00	S	Discretionary

### Community Groups - Hourly rates

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
B. Solicitor/ Legal Executive with between 4 to 8 years experience	1,299	£145.00	£170.00	S	Discretionary
C. Solicitor/ Legal Executive with less than 4 years experience	1,298	£120.00	£150.00	S	Discretionary

**Legal Fees (where £nil charge shown, no equivalent in that year). VAT is applied dependent on whether or not the Council has opted to tax the land or property.**

### Community Groups

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
J. Grazing Licences (grants and renewals)	1,567	£175.00	£180.00	S	Discretionary

## Fees and Charges

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### Legal Fees (where £nil charge shown, no equivalent in that year).VAT is applied dependent on whether or not the Council has opted to tax the land or property

#### Commercial Organisations - Hourly rates

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
D. Trainee/ Paralegal	1,287	£210.00	£280.00	S	Discretionary

#### Community Groups

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
D. Licence to Assign	1,561	£410.00	£450.00	S	Discretionary
G. Tenancy at Will	1,564	£200.00	£250.00	S	Discretionary
H. Easement or Wayleave	1,565	£600.00	£650.00	S	Discretionary
I. Licences	1,566	£265.00	£280.00	S	Discretionary

#### Community Groups - Hourly rates

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
A. Solicitor/ Legal Executive with over 8 years experience	1,300	£170.00	£200.00	S	Discretionary
D. Trainee/ Paralegal	1,296	£100.00	£120.00	S	Discretionary

### Legal Fees (where £nil charge shown, no equivalent in that year)VAT is applied dependent on whether or not the Council has opted to tax the land or property.

#### Community Groups

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
F. Licence to Sublet	1,563	£410.00	£450.00	S	Discretionary

## Licensing

### Animals

#### Variation to any Animal Licence

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Variation to Licence with no visit required	1,024	£101.00	£105.00	O	Discretionary
Variation to Licence with visit	1,025	£272.00	£285.00	O	Discretionary

#### Zoo and Dangerous Wild Animal Licences

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
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## Fees and Charges

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				VAT	
Dangerous Wild Animals (Plus all associated vet fees and Charges)	1,611	£548.00	£570.00	○	Discretionary
Initial zoo applications (plus all associated vet fees and charges)	1,023	£548.00	£570.00	○	Discretionary

## HMO Licensing Scheme

### HMO Licence

e) Penalty for late or incomplete applications

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,012	£166.00	£175.00	○	Discretionary

### HMO Licence:- 5% discount of licence fee given for membership of professional landlord association;10% discount of licence fee given for landlord accreditation with recognised scheme

a) Application for a new licence (of which processing fee £567; maintenance fee £801)

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
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1,724 £1,315.00 £1,368.00 ○ Discretionary

Application for a licence renewal (of which processing fee £567; maintenance fee £801)

1,725 £1,315.00 £1,368.00 ○ Discretionary

## Environment & Sustainability

### Abandoned Vehicles

#### Abandoned Vehicles

##### Collection Fee

Collection And Disposal From Private Property

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
106	£143.00	£150.00	○	Discretionary

## Miscellaneous

### Collection Fee

Lime Bikes- Collection charge per Bike

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,808	£88.00	£92.00	S	Discretionary

Supermarket Trolleys - Collection Charge Per Trolley

750 £88.00 £90.00 S Discretionary

## Allotments

## Fees and Charges

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### Allotments

#### Rental

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Gate Key Deposit	39	£24.50	£25.00	O	Discretionary
With Piped Water (Per 25.29Sq Meter Per Annum)	37	£17.90	£20.00	O	Discretionary
Without Piped Water (Per 25.29Sq Meter Per Annum)	38	£14.10	£15.00	O	Discretionary

### Car Parks

#### Dumsey Meadow,Abbey Drive,The Broadway Laleham

##### Pay And Display

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Up to 1 hour	88	£0.00	£0.00	S	Discretionary
b) Up to 2 hours	89	£2.00	£2.00	S	Discretionary
c) Over 2 hours	90	£4.00	£4.00	S	Discretionary

#### Green Street & Old Bathing Station, Sunbury

##### Pay And Display

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Up to 1 hour	1,466	£0.00	£0.00	S	Discretionary
b) Up to 2 hours	1,467	£2.00	£2.00	S	Discretionary
c) Over 2 hours	1,468	£4.00	£4.00	S	Discretionary

#### Laleham Park/Thameside Car Parks

##### Pay And Display

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Up to 1 hour	1,229	£0.00	£0.00	S	Discretionary
b) Up to 2 hours	1,228	£2.00	£2.00	S	Discretionary
c) Up to 4 hours	1,230	£4.00	£4.00	S	Discretionary
d) Over 4 hours	1,231	£8.00	£8.00	S	Discretionary
e) 3 consecutive days	1,465	£15.00	£15.00	S	Discretionary

## Fees and Charges

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### Lammas Park

#### Pay And Display

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Up to 1 hour	72	£0.00	£0.00	S	Discretionary
b) Up to 2 hours	71	£2.00	£2.00	S	Discretionary
c) Up to 4 hours	73	£4.00	£4.00	S	Discretionary
d) Over 4 hours	74	£8.00	£8.00	S	Discretionary

### Manor Park

#### Local Season Tickets

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) 3 Months	953	£100.00	£100.00	S	Discretionary
b) 6 months	954	£150.00	£150.00	S	Discretionary
c) 12 months	955	£200.00	£200.00	S	Discretionary

#### Pay and Display

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Up to 1 hour	947	£0.00	£0.00	S	Discretionary
b) Up to 2 hours	948	£2.00	£2.00	S	Discretionary
c) Over 2 hours	949	£4.00	£4.00	S	Discretionary

### Orchard Meadow, Walled Garden & Thames Street Sunbury

#### Local Season Tickets

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) 3 Months	85	£100.00	£100.00	S	Discretionary
b) 6 Months	86	£150.00	£150.00	S	Discretionary
c) 12 Months	87	£200.00	£200.00	S	Discretionary

#### Pay And Display

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Up to 1 hour	79	£0.00	£0.00	S	Discretionary
b) Up to 2 hours	80	£2.00	£2.00	S	Discretionary
c) Over 2 hours	81	£4.00	£4.00	S	Discretionary



## Fees and Charges

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### Other

#### Off Street Suspensions

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Suspensions - reserved parking (one off admin fee)	98	£30.00	£30.00	S	Discretionary
Suspensions - Vehicle Charge Per Day	1,426	£15.00	£15.00	S	Discretionary

### Other

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Film Concessions (£15-£25 per vehicle per day - Price on application)	99	£15.00	£15.00	S	Discretionary
Lost Or Replacement Tickets & Entry/Exit Cards	100	£14.00	£14.00	S	Discretionary

### Penalties

#### Penalty Bands

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Full Band 1	56	£70.00	£70.00	S	Discretionary
Full Band 2	57	£50.00	£50.00	S	Discretionary
Mitigated Band 1	58	£35.00	£35.00	S	Discretionary
Mitigated Band 2	59	£25.00	£25.00	S	Discretionary

### Shepperton Village Hall

#### Local Season Tickets

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) 3 Months	1,471	£100.00	£100.00	S	Discretionary
b) 6 Months	1,472	£150.00	£150.00	S	Discretionary
c) 12 Months	1,473	£200.00	£200.00	S	Discretionary

#### Pay and Display

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Up to 1 hour	950	£0.50	£0.50	S	Discretionary
b) Up to 2 hours	951	£2.00	£2.00	S	Discretionary
c) Over 2 hours	952	£4.00	£4.00	S	Discretionary

## Fees and Charges

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### Staines Long-Stay - Monday to Sunday 8am to 7pm

#### Pay And Display

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Up to 1 hour	46	£1.50	£1.50	S	Discretionary
b) Up to 2 hours	47	£2.50	£2.50	S	Discretionary
c) Up to 3 hours	48	£3.50	£3.50	S	Discretionary
d) Up to 4 hours	1,427	£4.50	£4.50	S	Discretionary
e) Up to 5 Hours	49	£5.50	£5.50	S	Discretionary
f) Over 5 Hours	50	£8.00	£8.00	S	Discretionary
g) 7pm to 12 midnight	1,753	£2.00	£2.00	S	Discretionary

### Staines Long-Stay - Monday to Sunday Evening Charge

#### Staines - Town centre car parks

Sunday Charge (excludes Lammas Park)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
	1,311	£2.00	£2.00	S	Discretionary

### Staines Pay and Display

#### Contract Parking - Elmsleigh Road, South Street West & Bridge Street

Up to 12 Months

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
	991	£950.00	£950.00	S	Discretionary

### Season Tickets - Kingston Road CP only - Railway Users

a) 3 Months

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
	993	£275.00	£275.00	S	Discretionary

b) 12 Months

	994	£900.00	£900.00	S	Discretionary
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### Season Tickets - Staines (working in Staines)

a) 3 Months

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
	52	£250.00	£250.00	S	Discretionary

b) 6 Months

	53	£450.00	£450.00	S	Discretionary
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c) 12 Months

	54	£850.00	£850.00	S	Discretionary
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### Staines Short-Stay

## Fees and Charges

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### Pay And Display

			VAT	Statute
	Record	2024/25 Charge	2025/26 Charge	
a) Up to 1 hour	40	£1.30	£1.30	S Discretionary
b) Up to 2 hours	41	£2.40	£2.40	S Discretionary
c) Up to 3 hours	42	£3.60	£3.60	S Discretionary
d) Up to 4 hours	43	£4.80	£4.80	S Discretionary
e) Up to 5 Hours	44	£6.00	£6.00	S Discretionary
f) Over 5 Hours	45	£12.20	£12.20	S Discretionary
g) 7pm to 12 midnight	1,005	£2.00	£2.00	S Discretionary

## The Broadway, Laleham Village

### Local Season Tickets

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) 3 Months	94	£100.00	£100.00	S	Discretionary
b) 6 Months	95	£150.00	£150.00	S	Discretionary
c) 12 Months	96	£200.00	£200.00	S	Discretionary

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## Cemeteries

### Interment

#### Adult Grave

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Adult Grave 24 Hour Burial for one only (5 foot)	1,245	£2,358.00	£2,450.00	○	Discretionary
Adult Grave For 1 Interment	725	£1,679.00	£1,745.00	○	Discretionary
Adult Grave For 1 Interment - Casket	726	£1,868.00	£1,945.00	○	Discretionary
Adult Grave For 2 Interments	727	£1,746.00	£1,815.00	○	Discretionary
Adult Grave For 2 Interments - Casket	728	£1,996.00	£2,075.00	○	Discretionary
Brick Vault (Inter only) Include brick vault fee and loss of 1 x grave space	1,305	£3,492.00	£3,630.00	○	Discretionary

#### Advance Purchase

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Cremated Remains PIA*	1,684	£1,848.00	£1,920.00	○	Discretionary
Cremated Remains PIA* Ashford Old Section GOR	1,685	£2,128.00	£2,215.00	○	Discretionary

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				VAT	
Purchase in advance of additional earthen grave	785	£4,300.00	£4,470.00	○	Discretionary

### Child Grave

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Child Grave For 1 Interment	729	£549.00	£570.00	○	Discretionary
Child Interment within 24 hours	1,414	£671.00	£700.00	○	Discretionary
Child plot within 24 hours	1,413	£770.00	£800.00	○	Discretionary
Stillborn Interment	731	£447.00	£465.00	○	Discretionary

### Cremated Remains

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Cremated Remains	732	£599.00	£625.00	○	Discretionary
Secondary Interment	1,722	£87.00	£90.00	○	Discretionary

### Non Residents/Parishioners Charge

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Treble Fees For Residents out of Borough (Price on Application)	744			○	Discretionary

### Memorial Garden

#### Ashford

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Plot Fee - Cremated remains (old garden of remembrance - Ashford) only	1,001	£1,121.00	£1,165.00	E	Discretionary

### Miscellaneous Fees

#### Exclusive Right - Purchase of

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Issue of duplicate deed of grant (Transfer of ownership)	1,321	£127.00	£130.00	E	Discretionary

### Other

#### Exclusive Right - Purchase of

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Burial in a Vault	1,416	£2,454.00	£2,550.00	E	Discretionary
Child Grave	735	£627.00	£650.00	E	Discretionary
Cremated Remains	734	£991.00	£1,030.00	E	Discretionary

## Fees and Charges

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				VAT	
Earthen Grave	733	£2,241.00	£2,330.00	E	Discretionary
Earthen Grave within 24 hours (Adult)	1,301	£2,727.00	£2,835.00	E	Discretionary

## Exhumation

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Exhumation of ashes (Price on Application)	784			E	Discretionary
Exhumation of body (Price on Application)	1,246			E	Discretionary

## Miscellaneous Fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Late Arrival for Service - (TBC, Depending on circumstances)	1,686				Discretionary
Registration Of Assignment (Transfer of ownership)	749	£174.00	£180.00	O	Discretionary

## Right to Erect Memorial Bench

### Memorial Bench

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Supply & Installation of Memorial Bench -Price on application (Prices may vary depending upon the size and type of bench being provided and installed)	967	£1,674.00	£1,674.00	S	Discretionary

## Right to Erect Memorial Plaque

### Memorial Tower Plaque

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
10 Yrs	998	£414.00	£430.00	E	Discretionary
15 Yrs	999	£583.00	£605.00	E	Discretionary
25 Yrs	1,000	£777.00	£810.00	E	Discretionary

## Right To Erect Monument

### 1. Traditional Graves

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Additional Inscription	742	£228.00	£235.00	E	Discretionary
Headstone	739	£440.00	£460.00	E	Discretionary
Headstones And Kerbstones	736	£671.00	£700.00	E	Discretionary
Kerbs Only	741	£425.00	£440.00	E	Discretionary
Monument Over 91.5cm (3')	737	£1,166.00	£1,215.00	E	Discretionary

## Fees and Charges

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Tablet Or New (New & Additional)	738	£298.00	£310.00	<u>VAT</u> E	Discretionary
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### 2. Garden Of Remembrance Tablet

	<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
Garden of Remembrance Tablet	743	£245.00	£255.00	E	Discretionary

## Right to erect Monuments

### Installation of Memorials

	<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
Service Permit (Repair, Clean, Replace)	1,723	£60.00	£60.00	E	Discretionary
Temporary wooden cross for one year	1,613	£90.00	£95.00	S	Discretionary

## Use Of Chapel

### Location

	<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
Ashford And Staines	724	£349.00	£365.00	E	Discretionary

## Environmental Protection Act

### Environmental Information Regulations 2004

#### Contaminated Land Enquiries

	<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
General Inquiries - Hourly Rate	324	£67.00	£70.00	S	Discretionary

## Pollution Prevention & Control Act

### Additional fee for operating mobile plant without a permit

<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
1,609	£1,188.00	£1,188.00	O	Statutory

### Additional fee where Operation subject to reporting obligation of the EC Regulation

<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
1,608	£104.00	£104.00	O	Statutory

## LAPPC & LAIPPC substistance charges

<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
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## Fees and Charges

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Where paid quarterly the total amount payable will be increased by	908	£38.00	£38.00	VATII ○	Statutory
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### LAPPC Annual Subsistence Charge

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1.a) Standard process Low	807	£772.00	£772.00	○	Statutory
1.a) Standard process Low (where permit is for a combined Part B and waste installation)	1,235	£876.00	£876.00	○	Statutory
1.b) Standard process Medium	809	£1,161.00	£1,161.00	○	Statutory
1.b) Standard process Medium (where permit is for a combined Part B and waste installation)	1,236	£1,317.00	£1,317.00	○	Statutory
1.c) Standard process High	811	£1,747.00	£1,747.00	○	Statutory
1.c) Standard process High (where permit is for a combined Part B and waste installation)	1,237	£1,954.00	£1,954.00	○	Statutory
2.a) Reduced fee activities (Low)	813	£79.00	£79.00	○	Statutory
2.b) Reduced fee activities (Med)	814	£158.00	£158.00	○	Statutory
2.c) Reduced fee activities (High)	815	£237.00	£237.00	○	Statutory
3.a) PVR I & II combined (Low)	1,234	£113.00	£113.00	○	Statutory
3.b) PVR I & II combined (High)	821	£341.00	£341.00	○	Statutory
3.c) PVR I & II combined (Med)	820	£226.00	£226.00	○	Statutory
4.a) Other reduced fee activities (Low)	825	£228.00	£228.00	○	Statutory
4.b) Other reduced fee activities (Med)	826	£365.00	£365.00	○	Statutory
4.c) Other reduced fee activities (High)	827	£548.00	£548.00	○	Statutory
6.a) Standard mobile plant, for first and second permits (Low)	837	£626.00	£626.00	○	Statutory
6.b) Standard mobile plant, for first and second permits (Medium)	838	£1,034.00	£1,034.00	○	Statutory
6.c) Standard mobile plant, for first and second permits (High)	839	£1,551.00	£1,551.00	○	Statutory
7.a) For the third to seventh permits (Low)	843	£385.00	£385.00	○	Statutory
7.b) For the third to seventh permits (Medium)	844	£617.00	£617.00	○	Statutory
7.c) For the third to seventh permits (High)	845	£924.00	£924.00	○	Statutory
8.a) Eighth and subsequent permits (Low)	849	£198.00	£198.00	○	Statutory
8.b) Eighth and subsequent permits (Medium)	850	£314.00	£314.00	○	Statutory
8.c) Eighth and subsequent permits (High)	851	£473.00	£473.00	○	Statutory

### LAPPC charges - Application Fee

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Additional fee for operating without a permit	1,217	£1,188.00	£1,188.00	○	Statutory

## Fees and Charges

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				VAT	Statute
Additional fee where a LAPPC application for any of the above is for a combined Part B and waste application	806	£279.00	£279.00	○	Statutory
Other Reduced Fee Activities	801	£362.00	£362.00	○	Statutory
PVR I & II combined	800	£257.00	£257.00	○	Statutory
PVRI, SWOBs, and Dry Cleaners Reduced Fee Activities	799	£155.00	£155.00	○	Statutory
Reduced fee activities: Additional fee for operating without a permit	802	£0.00	£0.00	○	Statutory

### LAPPC mobile plant charges - Application fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Number of permits = 1	867	£1,650.00	£1,650.00	○	Statutory
Number of permits = 2	868	£1,650.00	£1,650.00	○	Statutory
Number of permits = 3 through to 8	869	£985.00	£985.00	○	Statutory
Number of permits = 8 and over	874	£498.00	£498.00	○	Statutory

### LAPPC subsistence fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Late Payment Fees	1,233	£52.00	£52.00	○	Statutory

### LAPPC Substantial change

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Reduced fee activities	866	£102.00	£102.00	○	Statutory
Standard process	864	£1,050.00	£1,050.00	○	Statutory
Standard process where the substantial change results in a new PPC activity	865	£1,650.00	£1,650.00	○	Statutory

### LAPPC Temporary transfer for mobiles

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
First transfer	861	£53.00	£53.00	○	Statutory
Repeat following enforcement or warning	863	£53.00	£53.00	○	Statutory

### LAPPC Transfer and Surrender

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
New operator at low risk reduced fee activity	857	£0.00	£0.00	○	Statutory
Reduced fee activities: partial transfer	860	£47.00	£47.00	○	Statutory
Reduced fee activities: transfer - Price on application	859	£0.00	£0.00	○	Statutory
Standard process partial transfer	856	£497.00	£497.00	○	Statutory
Standard process transfer	855	£169.00	£169.00	○	Statutory
Surrender: all Part B activities	858	£0.00	£0.00	○	Statutory



## Fees and Charges

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### Reduced fee activity(low)change of operator. additional inspection fee

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,607	£78.00	£78.00	o	Statutory

## Funerals

### Welfare Funerals

Recovery of officer time - hourly rate £70.00

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,453	£70.00	£75.00	S	Discretionary

## Grounds Maintenance

### Spelthorne In Bloom

#### Spelthorne In Bloom

a) Hanging Basket - Winter

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
962	£44.00	£44.00	o	Discretionary

b) Window Box - Winter

966	£67.00	£67.00	o	Discretionary
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c) Hanging Basket - Summer

961	£71.00	£71.00	o	Discretionary
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d) Window Box - Summer

965	£111.00	£111.00	o	Discretionary
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e) Round Basket - Winter

1,507	£52.00	£52.00	o	Discretionary
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f) Round Basket - Summer

1,508	£79.00	£79.00	o	Discretionary
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## Housing

### Housing Enforcement

#### Housing Act 1985 - Section 265 Demolition order

Hourly Rate

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1,628	£74.00	£80.00	o	Discretionary

#### Housing Act 2004 - Section 11,12,20,21,28,29,40 & 43 - Enforcement Notices

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
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## Fees and Charges

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Hourly Rate	356	£74.00	£80.00	<u>VAT</u> O	Discretionary
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### Immigration Housing Inspection

	<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
Cancellation of booked appointment (no fee applies if notification of cancellation is given more than 24 hours in advance)	1,486	£31.00	£35.00	S	Discretionary
Housing Inspection	915	£197.00	£205.00	O	Discretionary

## Parks Strategy

### All Recreation Grounds

#### Filming Rights

	<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
Still Photography Per Hour (Price on Application)	142			S	Discretionary
TV or Films (Per Day Or Part Of) (Price on Application)	141			S	Discretionary

#### Fitness & Personal Training Fees & Licences

	<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
Details of fees & charges available at <a href="http://www.spelthorne.gov.uk/fitnesstrainingfees">www.spelthorne.gov.uk/fitnesstrainingfees</a>	1,417			S	Discretionary

#### Football

	<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
Adult booking (per 1/2 season)	1,479	£1,250.00	£1,300.00	O	Discretionary
Adult booking (per season, payable in 3 instalments)	1,478	£2,500.00	£2,600.00	O	Discretionary
Adult Booking without pavilion (casual)	1,721	£100.00	£105.00	O	Discretionary
Adult individual bookings	621	£118.00	£125.00	O	Discretionary
Junior booking (per 1/2 season) No pavilion	1,483	£392.00	£410.00	O	Discretionary
Junior booking (per 1/2 season) with pavilion use	1,481	£550.00	£570.00	O	Discretionary
Junior booking (per season, payable in 3 instalments) No pavilion	1,482	£784.00	£815.00	O	Discretionary
Junior booking (per season, payable in 3 instalments) with pavilion use	1,480	£1,110.00	£1,155.00	O	Discretionary
Junior individual bookings No pavilion	639	£37.00	£40.00	O	Discretionary
Junior individual bookings with pavilion use	638	£55.00	£55.00	O	Discretionary

#### Funfairs

<u>Record</u>	<u>2024/25 Charge</u>	<u>2025/26 Charge</u>	<u>VAT</u>	<u>Statute</u>
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## Fees and Charges

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				VAT	
Daily Hire Charge	145	£880.00	£915.00	E	Discretionary
Deposit Against Damage	144	£1,760.00	£1,830.00	O	Discretionary

### Outdoor Group Fitness Training fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
3 Monthly Licence Charge - up to 15 people per session, 5-7 times a week	1,797		£180.00	S	Discretionary
3 Monthly Licence Charge- up to 15 people per session, 2-4 times a week	1,793		£120.00	S	Discretionary
3 Monthly Licence Charge up to 15 people per session, once a week	1,789		£60.00	S	Discretionary
6 Monthly Licence Charge - up to 15 people per session, 5-7 times a week	1,796		£324.00	S	Discretionary
6 Monthly Licence Charge- up to 15 people per session, 2-4 times a week	1,792		£216.00	S	Discretionary
6 Monthly Licence Charge up to 15 people per session, one session a week	1,788		£108.00	s	Discretionary
Annual Licence Charge - up to 15 people per session, 5-7 times a week	1,794		£540.00	S	Discretionary
Annual Licence Charge - up to 15 people per session, one session a week	1,786		£180.00	s	Discretionary
Annual Licence Charge - up to 15 people per sessions , 2-4 times a week	1,790		£360.00	S	Discretionary
Annual Licence Charge 16-35 people per session, 2-4 times a week	1,791		£600.00	S	Discretionary
Annual Licence Charge 16-35 people per session,once a week	1,787		£300.00	s	Discretionary
Annual Licence Charge16-35 people per session, 5-7 times a week	1,795		£900.00	S	Discretionary

### Tennis (Price on Application)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Hire of court for private coaching (per hour per court)	792			O	Discretionary

### Usage of Parks

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Hire of park for non-charity events	1,329	£665.00	£690.00	E	Discretionary

## Planning Development Control

### A) Pre-Application Charges

#### a) Householder Applications - Advice (Written)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Householder advice on acceptability of a proposal	1,249	£105.00	£125.00	S	Discretionary

#### b) Householder Applications - Other

Record	2024/25 Charge	2025/26 Charge	VAT	Statute
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## Fees and Charges

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				VAT	
Site Visit and advice on historic buildings	1,251	£199.00	£250.00	S	Discretionary

### bb) Trees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Site visit and advice on trees - development site	1,673	£386.00	£405.00	S	Discretionary
Site visit and advice on trees - householder	1,250	£122.00	£130.00	S	Discretionary

### c) Planning Investigation/Research - Commercial Organisations Only

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Investigation/ Research Requiring Both Office And Site Based Work Per Hr	667	£331.00	£400.00	S	Discretionary
Investigation/ Research Requiring Office Based Work Only Per Hr	666	£265.00	£330.00	S	Discretionary

### d) Planning Investigation/Research - Service Fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
High Hedge Legislation	665	£725.00	£755.00	S	Discretionary

### e) Written Advice (Initial advice plus one additional response)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01) Single New Dwelling/Replacement Dwelling	1,303	£342.00	£380.00	S	Discretionary
02) Minor Proposals - 2 - 3 dwellings)	780	£523.00	£545.00	S	Discretionary
02b) Larger Minor Proposal (4-9 dwellings) or up to 1000 sq m commercial/other new build	1,672	£1,045.00	£1,500.00	S	Discretionary
05) Dropped kerbs - confirmation whether planning permission required	1,322	£76.00	£80.00	S	Discretionary
06) Advertisements, per advertisement	1,422	£149.00	£160.00	S	Discretionary
07) Other Miscellaneous developments (as agreed by the Planning Development Management)	1,423	£160.00	£170.00	S	Discretionary
08) Large miscellaneous developments (as agreed by the Planning Development Management)	1,778		£420.00	S	Discretionary

### f) Meetings (charge per meeting)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01) Single New Dwelling/Replacement Dwelling	1,304	£418.00	£490.00	S	Discretionary
02) Minor Proposal (2-3 dwellings)	777	£716.00	£810.00	S	Discretionary
02b) Large Minor Proposal (4-9 dwellings) or up to 1000 sq m commercial/other new build	1,671	£1,394.00	£1,750.00	S	Discretionary
03) Major Proposal 10 - 24 dwellings or 1,000 - 2,000 sq m commercial floor space	776	£2,552.00	£3,425.00	S	Discretionary
05) Strategic Proposals (25 -49 dwellings or 2,000- 10,000sq m commercial floor space)	774	£3,906.00	£4,725.00	S	Discretionary
06) Strategic Proposals (50 -99 dwellings or +10,000 sq m commercial)	775	£6,006.00	£7,200.00	S	Discretionary
07) Advertisements	1,424	£415.00	£435.00	S	Discretionary
08) Planning Performance Agreements for major/complex proposals (Terms to be agreed)	1,454	£0.00	£0.00	S	Discretionary

# Fees and Charges

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## B) Planning Application Fees

### c) Outline Applications

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
The site area does not exceed 1 hectare: fee for each 0.1 hectare (or part thereof)	1,727		£578.00	S	Statutory
The site area exceeds 2.5 hectares (and an additional £186 for each 0.1 hectare (or part thereof) in excess of 2 hectares, subject to a maximum in total of £202,500)	1,729	£0.00	£15,433.00	S	Statutory
The site area is between 1 hectare and 2.5 hectares: fee for each 0.1 hectare (or part thereof)	1,728		£624.00	S	Statutory

### c) Outline Applications - The erection of buildings (not dwellinghouses)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
The site area is between 1 hectare and 2.5 hectares: fee for each 0.1 hectare (or part thereof)	1,756		£624.00	S	Statutory

### d) Full Applications

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Erection Of Dwellings ( 1 To 9 Dwellings): fee for each dwellinghouse	1,730	£0.00	£578.00	S	Statutory

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**B) Planning Application Fees \* Statutory planning application fees are set down by Central Government and will increase in April 2025 resulting in higher fees than shown. Also, the Government is consulting on additional fees changes which may come into effect in 2025/26.**

### a) Household Development

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Alteration/Addition To Existing Dwelling	669	£258.00	£258.00	S	Statutory
Alteration/Addition To Two Or More Existing Dwellings	670	£509.00	£509.00	S	Statutory
Erection Of Outbuildings, Fenc258.00es Etc Within Curtilage Of A Dwelling	671	£258.00	£258.00	S	Statutory

### b) Outline Applications

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
The site area does not exceed 0.5 hectares: fee for each 0.1 hectare (or part thereof)	1,726	£578.00	£578.00	S	Statutory
The site area exceeds 2.5 hectares (and an additional £186 for each 0.1 hectare (or part thereof) in excess of 2 hectares, subject to a maximum in total of £202,500)	672	£15,433.00	£15,433.00	S	Statutory
The site area is between 0.5 and 2.5 hectares: for each 0.1 hectare of the site area (or part thereof)	673	£624.00	£624.00	S	Statutory

### d) Full Applications - The erection of dwellinghouses

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Erection Of Dwellings (10 To 50 Dwellings): fee for each dwellinghouse	674	£624.00	£624.00	S	Statutory

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				VAT	Statute
Where the number of dwellinghouses to be created by the development exceeds 50 (and £186 for each additional dwelling house in excess of 50 up to a maximum fee of £405,000)	675	£30,860.00	£30,860.00	S	Statutory

### e) Erection Of Buildings Other Than Dwellings, Agricultural Buildings, Glasshouses Or Plant And Machinery

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
No new floor space	680	£293.00	£293.00	S	Statutory
Where floor space does not exceed 40m <sup>2</sup>	678	£293.00	£293.00	S	Statutory
Where the floor space created is between 40m <sup>2</sup> and 1000m <sup>2</sup> : fee for each 75m <sup>2</sup> (or part thereof)	679	£578.00	£578.00	S	Statutory
Where the floor space created is more than 3750m <sup>2</sup> (with £186 for each additional 75m <sup>2</sup> in excess of 3750m <sup>2</sup> subject to a maximum fee of £405,000)	676	£30,860.00	£30,860.00	S	Statutory

### e) Erection Of Buildings Other Than Dwellings, Agricultural Buildings, Glasshouses Or Plant And Machinery

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Where the floor space created is between 1000m <sup>2</sup> and 3750m <sup>2</sup> ; fee for each 75m <sup>2</sup> (or part thereof)	677	£624.00	£624.00	S	Statutory

### f) Erection Of Other Agricultural Buildings On Land Used For Purposes Of Agriculture (Other Than Glasshouses)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Where the gross floor space does not exceed 465m <sup>2</sup>	686	£120.00	£120.00	S	Statutory
Where the gross floor space exceeds 540m <sup>2</sup> but does not exceed 4215m <sup>2</sup> £385 for the first 540m <sup>2</sup> and an additional £385 for each 75m <sup>2</sup> in excess of 540m <sup>2</sup>	685	£578.00	£578.00	S	Statutory
Where the gross floor space exceeds 4215m <sup>2</sup> £19,049 (and an additional £115 for each 75m <sup>2</sup> in excess of 4215 up to a maximum fee of £250,000)	683	£30,860.00	£30,860.00	S	Statutory
Where the gross floor space exceeds 465m <sup>2</sup> but does not exceed 540m <sup>2</sup>	684	£578.00	£578.00	S	Statutory

### g) Erection Of Glasshouses Used For Purposes In Agriculture

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Where the gross floor space does not exceed 465m <sup>2</sup>	681	£120.00	£120.00	S	Statutory
Where the gross floor space exceeds 1000m <sup>2</sup>	1,731	£3,483.00	£3,483.00	S	Statutory
Where the gross floor space exceeds 465m <sup>2</sup> but not more than 1000m <sup>2</sup>	682	£3,225.00	£3,225.00	S	Statutory

### h) Erection, Alteration Or Replacement Of Plant And Machinery

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Where the site area does not exceed 5 hectares, £385 for each 0.1 hectare of the site area	688	£578.00	£624.00	S	Statutory
Where the site area exceeds 5 hectares £19,049 (an additional £115 for each 0.1 hectares in excess of 5 hectares subject to a maximum of £405,000)	687	£30,860.00	£30,860.00	S	Statutory
Where the site area is less than 1 hectare	1,780		£578.00	S	Statutory

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	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Where the site area is mote than 1 hectare but does not exceed 5 hectares: fee for each 0.1 hectare (or part thereof)	1,735	£624.00	£624.00	S	Statutory

### i) Applications other than Building Works

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Car Parks, Service Roads Or Other Accesses (Existing Uses Only)	704	£293.00	£293.00	S	Statutory

### j) Exploratory Drilling For Oil Or Natural Gas

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Where the site area does not exceed 7.5 hectares: fee for each 0.1 hectare (or part thereof)	699	£686.00	£686.00	S	Statutory

Where the site area exceeds 7.5 hectares (and £204 for each additional 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum fee of £405,000)	1,273	£51,395.00	£51,395.00	S	Statutory
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### k) Operations (other than exploratory drilling) for the winning And working Of Minerals of oil or natural gas

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Where the site area does not exceed 15 hectares: fee for each 0.1 hectare (or part thereof)	1,736	£347.00	£347.00	S	Statutory

Where the site area exceeds 15 hectares (and additional £204 for each 0.1 hectare in excess of 15 hectares up to a maximum fee of £105,300)	1,737	£52,002.00	£52,002.00	S	Statutory
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### l) Other operations (Winning And Working Of Minerals) excluding oil and natural gas

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Where the site area does not exceed 15 hectares: fee for each 0.1 hectare (or part thereof)	701	£316.00	£316.00	S	Statutory

Where the site area exceed 15 hectares and an additional £186 for each 0.1 hectares in excess of 15 hectares to a maxiimum of £105,000)	1,274	£47,161.00	£47,161.00	S	Statutory
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### m) The carrying out of any operations not coming within any of the above categories

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
£293 for each 0.1 hectare of the site area, subject to a maximum of £2,535	703	£293.00	£293.00	S	Statutory

For Non-Compliance With Conditions , Including Retention Of Temporary Building (If Not As A Revision)	705	£293.00	£293.00	S	Statutory
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### n) Change of Use of a building to use as one or more separate dwellinghouses, or other cases:

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Not more than 10 dwellinghouses: fee for each dwellinghouse	1,762		£578.00	S	Statutory

### o) Change Of Use Of Building To Use As One Or More Separate Dwellings - change of use is from a previous use as a single dwelling house to use as two or more single dwelling houses:

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Not more than 10 dwellinghouses: fee for each dwellinghouse	1,733	£578.00	£578.00	S	Statutory



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				VAT	Statute
Where the change of use is to use as between 10 and 50 dwelling houses £385 per new dwelling	1,275	£624.00	£624.00	S	Statutory
where the change of use is to use as more than 50 dwelling houses, £19,049 (and an additional £115 for each dwelling house in excess of 50, up to a maximum fee of £405,000)	1,276	£30,860.00	£30,860.00	S	Statutory

### p) The use of land for: a) the disposal of refuse or waste materials; b) the deposit of material VAT remaining after minerals have been extracted from land; or c) the storage of minerals in the open

[Record](#) [2024/25 Charge](#) [2025/26 Charge](#) [VAT](#) [Statute](#)

Where the site area does not exceed 15 hectares, £195 for each 0.1 hectares of the site area	1,279	£316.00	£316.00	S	Statutory
Where the site area exceeds 15 hectares, £29,112 (and an additional £115 for each 0.1 hectare in excess of 15 hectares, subject to a maximum fee of £65,000)	1,280	£47,161.00	£47,161.00	S	Statutory

### q) Other Changes Of Use

[Record](#) [2024/25 Charge](#) [2025/26 Charge](#) [VAT](#) [Statute](#)

Other Changes Of Use of a building or land	710	£578.00	£578.00	S	Statutory
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### r) Concessionary Fees and Exemptions

[Record](#) [2024/25 Charge](#) [2025/26 Charge](#) [VAT](#) [Statute](#)

01) Works To Improve The Disabled Person Access To A Public House, Or To Improve His Access, Safety, Health Or Comfort At His Dwelling House	689	£0.00	£0.00	S	Statutory
02) Applications By Parish etc. Councils (Advertisement Applications Also) - Half the normal fee	690	£0.00	£0.00	S	Statutory
03) If the application relates to an alternate use of buildings or land within the same Use Class that requires permissions only by the requirements of a condition imposed on a permission granted or deemed to be granted under Part 3 of the	691	£0.00	£0.00	S	Statutory
04) Playing Fields (For non-profit making sports clubs and not involving buildings)	692	£578.00	£578.00	S	Statutory
05) Applications for Listed Building Consent; Demolition in a Conservation Area; Works to Trees covered by a Tree Preservation Order or in a Conservation Area; Hedgerow Removal Notice; Certificate of Lawfulness for Proposed Works to a Listed Building	723	£0.00	£0.00	S	Statutory
06) If the application is an alternative proposal being submitted on the same site by the same on the same day, where the application of lesser costs then the fee is 50%	695	£0.00	£0.00	S	Statutory
07) Alternative Applications For One Site. Highest Of Fees Applicable For Each Alternative And A Sum Equal To Half The Rest.	696	£0.00	£0.00	S	Statutory
8) Development Crossing Planning Authority Boundaries, Requiring Several Applications - Only 1 Fee Is Paid To The Authority Having The Larger Site, But Calculated For The Whole Scheme And Subject To Special Ceiling.	697	£0.00	£0.00	S	Statutory
9) Reserved Matters Where The Applicants Earlier Reserved Matters Applications Have Incurred Total Fees Equalling That For A Full Application For Entire Scheme	698	£578.00	£578.00	S	Statutory

### s) Applications In Relation To Permission In Principle

[Record](#) [2024/25 Charge](#) [2025/26 Charge](#) [VAT](#) [Statute](#)



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Fee for each 0.1 hectare of the site area (or part thereof)	1,219	£503.00	£503.00	VATII S	Statutory
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### t) Advertisements

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Advance Signs Directing The Public To A Business	718	£165.00	£165.00	S	Statutory
Advertisements Relating To The Business On The Premises	717	£165.00	£165.00	S	Statutory
Other Advertisements	719	£578.00	£578.00	S	Statutory

### u) Fees For Applications For Certificates Of Lawful Use Or Development

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
For existing use or operation - lawful not to comply with any condition or limitation	1,428	£293.00	£293.00	S	Statutory
For existing use or operation - The amount that would be payable In respect of an application for full planning permission	720			S	Statutory
For proposed use or operation - Half the amount that would be payable in respect of the normal planning fee	722			S	Statutory

### v) Miscellaneous Applications

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Notification of Agricultural Or Forestry Development Or Demolition Under The General Development Order	712	£120.00	£120.00	S	Statutory
Notification of Demolition under the General Development Order	1,281	£120.00	£120.00	S	Statutory
Notification of Telecommunication Development Under The General Development Order	713	£578.00	£578.00	S	Statutory

### w) Confirmation of Compliance with planning condition attached to Planning Permission

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Application or removal or variation of a condition following grant of planning permission	1,429	£293.00	£293.00	S	Statutory
Approval of details and/or confirmation that one or more planning conditions have been complied with - all other permissions	979	£145.00	£145.00	S	Statutory
Approval of details and/or confirmation that one or more planning conditions have been complied with - householder permissio9n7s8	978	£43.00	£43.00	S	Statutory

### x) Requests for Non Material Amendments

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Householder	783	£43.00	£43.00	S	Statutory
Others	782	£293.00	£293.00	S	Statutory

### y) Hazardous Substances Consent

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Applications For Removal Of Conditions And Continuation Of An Existing Consent	716	£250.00	£250.00	S	Statutory
Applications Where Twice The Controlled Quantity Of Substance Is Not Exceeded	714	£313.00	£313.00	S	Statutory

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Applications Where Twice The Controlled Quantity Of Substances Will Be Exceeded	715	£500.00	£500.00	VATII S	Statutory
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### z) Fees For Certain Applications Under The General Permitted Development Order

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01) Part 4 Class CA (Provision of a temporary state-funded school on "vacant commercial land")	1,509	£120.00	£120.00	S	Statutory
02) Part 4 Class E (temporary use of land or building for the purposes of "commercial film making")	1,510	£120.00	£120.00	S	Statutory
03) Part 7 Class C (erection of a "collection facility" within the curtilage of a shop)	1,511	£120.00	£120.00	S	Statutory
04) Part 14 Class J (Installation of solar panels on a non-domestic building)	1,512	£120.00	£120.00	S	Statutory
05) Larger Home Extensions	1,738	£120.00	£120.00	s	Statutory
06) Additional storeys on a home	1,739	£120.00	£120.00	S	Statutory
07) Change of Use from Commercial/Business/Service (Class E) or Betting Office or Pay Day Loan Shop to mixed use including two flats (C3)	1,740	£120.00	£120.00	S	Statutory
08) Change of Use of a building or land from Commercial/Business/Service (Class E), Hotels (C1), Residential Institutions (C2), Secure Residential Institutions (C2A) to a State Funded School	1,741	£120.00	£120.00	S	Statutory
09) Change of Use of a building or land within its curtilage from an Agricultural Building to a State Funded School	1,742	£120.00	£120.00	S	Statutory
10) 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 (E3), Storage or Distribution (B8) or Hotels (C1)	1,743	£120.00	£120.00	S	Statutory
11) Change of Use of a building or land within its curtilage from Commercial/Business/Service (Class E) to dwellinghouses (C3): fee for each dwellinghouse	1,744	£125.00	£125.00	S	Statutory
12) Change of Use of a building or land within its curtilage from an Agricultural Building to Dwellinghouses (C3): fee for change of use or £258 if it includes building operations in connection with the change of use)	1,745	£120.00	£120.00	S	Statutory
13) 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 (C3): fee for change use or £258 if it includes building operations in connection with the change of use	1,746	£120.00	£120.00	S	Statutory
14) Change of Use of a building or land within its curtilage from Amusement Arcades/Centres and Casinos to Dwellinghouses (C3): fee for change of use or £258 if it includes building operations in connection with the change of use)	1,747	£120.00	£120.00	S	Statutory
15) Moveable structure within the curtilage of a historic visitor attraction or listed pub/restaurant/etc.	1,748	£120.00	£120.00	S	Statutory
16) Construction of not more than 10 new dwellinghouses: fee for each dwellinghouse	1,749	£418.00	£418.00	S	Statutory
17) Construction of between 10 and 50 new dwellinghouses: fee for each dwellinghouse	1,750	£451.00	£451.00	S	Statutory
18) Construction of more than 50 new dwellinghouses: fee plus £135 for each dwellinghouse in excess of 50 up to a maximum fee of £405,000	1,751	£22,309.00	£22,309.00	S	Statutory
Construction of between 10 and 50 new dwellinghouses: fee for each dwellinghouse	1,776		£451.00	S	Statutory

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### C) Planning Miscellaneous Fees

#### a) Photocopying Charges For Current Applications

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01) A4 - First Sheet	654	£4.00	£5.00	S	Discretionary
02) A4 - Each Subsequent Sheet	655	£1.20	£2.00	S	Discretionary
03) A3 - First Sheet	656	£5.10	£6.00	S	Discretionary
04) A3 - Each Subsequent Sheet	657	£1.40	£2.00	S	Discretionary
05) A2 - First Sheet	658	£23.20	£25.00	S	Discretionary
06) A2 - Each Subsequent Sheet	659	£3.50	£4.00	S	Discretionary
07) A1 - First Sheet	660	£23.20	£25.00	S	Discretionary
08) A1 - Each Subsequent Sheet	661	£4.60	£5.00	S	Discretionary
09) A0 - First Sheet	662	£23.20	£25.00	S	Discretionary
10) A0 - Each Subsequent Sheet	663	£6.30	£7.00	S	Discretionary

#### b) Other Charges

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
01) Additional payment to submit an application by email	1,781		£60.00	S	Discretionary
02) Additional payment to submit an application on paper	1,782		£100.00	S	Discretionary
03) Enforcement Officer Charges Per Hour: Team Leader £185ph,.	1,783		£185.00	S	Discretionary
04) Enforcement Officer Charges Per Hour: Enforcement Officers: £140 ph	1,784		£140.00	S	Discretionary

#### b) Service Fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Planning Decision Notice and copies of TPO's (Each)	651	£36.00	£40.00	S	Discretionary

#### c) Publicity Schedule Of Planning Proposals

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
By email	1,282	£0.00	£0.00	S	Discretionary
Paper Copy	664	£122.00	£130.00	S	Discretionary

## Refuse Collection

## Fees and Charges

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### Collection of Contaminated bins

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Initial charge	1,675	£237.00	£245.00	○	Discretionary
Per Bin lift	1,676	£23.10	£24.00	○	Discretionary

### Collection of contaminated waste bins

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Excess waste per bin lift	1,677	£23.10	£24.00	○	Discretionary

### Collection of contaminated communal 140 ltr food textile WEEE bins

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Initial charge	1,689	£33.00	£35.00	○	Discretionary

### Collection of contaminated communal 140ltr food textile WEEE bins

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Per Bin lift	1,690	£11.00	£12.00	○	Discretionary

## Domestic

### Purchase of Bins for New Development

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
1100L - Plastic Recycle With Aperture	1,687	£382.00	£395.00	○	Discretionary
140L- Food Waste	1,674	£70.00	£75.00	○	Discretionary

### Purchase of bins for New Developments

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) 140L - Plastic	793	£70.00	£75.00	○	Discretionary
b) 240L - Plastic	794	£73.00	£75.00	○	Discretionary
c) 660L - Plastic	795	£314.00	£325.00	○	Discretionary
d) 1100L - Plastic	796	£374.00	£390.00	○	Discretionary
e) 1100L - Metal	1,455	£501.00	£520.00	○	Discretionary

### Service Fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Annual Charge for 240 ltr Green Waste Bin	756	£67.00	£70.00	○	Discretionary
Annual Charge for 660 ltr Green Waste Bin	1,314	£175.00	£180.00	○	Discretionary

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Annual charge for emptying of 2nd & 3rd 240L garden bin	1,513	£38.00	£40.00	○	Discretionary
Annual Charge for Green Waste Sack	757	£46.00	£50.00	○	Discretionary
Bulky Items (Excess) And Other Items By Arrangement	755	£205.00	£215.00	○	Discretionary
Provision of a waste skip - on private land	1,312	£302.00	£315.00	S	Discretionary
Replacement AWC Bin	751	£70.00	£75.00	○	Discretionary
Sale of new 240 ltr Green Waste Bin to new scheme members	1,309	£29.00	£30.00	○	Discretionary
Sale of second hand 240 ltr Green waste bin (if available)	1,457	£17.90	£19.00	○	Discretionary

## Non - Domestic

### Non - Domestic Properties only, not commercial waste (charge for the emptying of each individual bin per occasion)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Rubbish 240 ltr bin	787	£13.20	£14.00	○	Discretionary
b) Rubbish 660 ltr bin	788	£16.10	£17.00	○	Discretionary
c) Rubbish - Large 1100 ltr bin	937	£16.10	£17.00	○	Discretionary
d) Recycling 240 ltr bin	938	£4.90	£5.00	○	Discretionary
e) Recycling 660 ltr bin	939	£6.10	£7.00	○	Discretionary
f) Recycling - Large 1100 ltr bin	940	£7.40	£8.00	○	Discretionary
g) Food Waste - up to 240 ltr bin	1,306	£5.00	£5.00	○	Discretionary

### Non - Domestic Properties only, not commercial waste (disposal cost of each individual bin per occasion)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
a) Rubbish 240 ltr bin	1,458	£1.90	£2.00	○	Discretionary
b) Rubbish 660 ltr bin	1,459	£4.90	£5.00	○	Discretionary
c) Rubbish - Large 1100 ltr bin	1,460	£8.60	£9.00	○	Discretionary
d) Recycling 240 ltr bin	1,461	£1.40	£2.00	○	Discretionary
e) Recycling 660 ltr bin	1,462	£3.70	£4.00	○	Discretionary
f) Recycling - Large 1100 ltr bin	1,463	£6.10	£7.00	○	Discretionary
g) Food Waste - up to 140 ltr bin	1,464	£3.70	£4.00	○	Discretionary

## Fees and Charges

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### Strategic Planning

#### Custom and Self Build Register

##### a) Joining Fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Joining fee for Part 1 of the register (association)	1,799		£130.00	○	Discretionary
Joining fee for Part 1 of the register (individual)	1,798		£80.00	○	Discretionary
Joining fee for Part 2 of the register (association)	1,801		£130.00	○	Discretionary
Joining fee for Part 2 of the register (individual)	1,800		£80.00	○	Discretionary

##### b) Annual Fees

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
Annual fee for Part 1 of the register (association)	1,803		£35.00	○	Discretionary
Annual fee for Part 1 of the register (individual)	1,802	£0.00	£35.00	○	Discretionary
Annual fee for Part 2 of the register (association)	1,805		£0.00	○	Discretionary
Annual fee for Part 2 of the register (individual)	1,804		£0.00	○	Discretionary

### S106 Monitoring Fees

#### Financial Obligation (Fee per Obligation)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
5% of Financial Obligation (Capped at £10,000)	1,806		£0.00	○	Discretionary

#### Non- Financial Obligation (Fee per Obligation)

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
	1,807		£600.00	○	Discretionary

### Works in Default

#### Works in Default

##### Works in Default

	Record	2024/25 Charge	2025/26 Charge	VAT	Statute
30% administration fee applied to cost of any works that are carried out in default by Environmental Health	1,752	£0.00	£0.00	S	Discretionary

# Fees and Charges

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**Appendix 2**

	<u>Income</u> <u>23/24</u>	<u>Budget</u> <u>24/25</u>	<u>Income</u> <u>24/25 YTD</u>	<b>31/01/2025</b> <u>Budget</u> <u>25/26</u>	<u>F&amp;C</u> <u>Increase %</u>	<u>Budget</u> <u>Increase %</u>
<b>ENVIRONMENT &amp; SUSTAINABILITY</b>						
Abandoned Vehicles	-	-	-	-	4%	0%
Allotments	40,936	42,700	47,051	44,400	7%	4%
Car Parks	1,393,686	1,557,800	1,267,185	1,658,800	0%	6%
Cemeteries	510,410	430,300	419,601	447,500	4%	4%
Pollution Prevention & Control Act	3,223	5,400	2,931	3,200	0%	-41%
Spelthorne In Bloom	72,118	52,500	49,531	52,500	0%	0%
Housing Enforcement/ Licensing - Housing	3,668	-	55	-	8%	0%
<b>Parks Strategy</b>						
Filming Rights	6,750	3,500	5,750	3,500	0%	0%
Football	2,199	1,100	591	1,100	4%	0%
Funfairs	4,598	4,600	4,473	4,800	4%	4%
Outdoor Group Fitness Training fees	-	-	-	-	0%	0%
Tennis	-	-	-	-	0%	0%
Usage of Parks	-	-	-	-	4%	0%
Pre-Application Charges	83,344	73,500	42,125	76,400	19%	4%
Planning Application Fees	473,096	690,100	370,165	717,700	0%	4%
Planning Miscellaneous Fees	79	-	207	-	21%	0%
<b>Refuse Collection</b>						
Domestic - Bins for New Developments	35,137	46,000	77,631	46,000	5%	0%
Domestic - Green Waste Bins	916,972	910,000	962,535	1,024,300	5%	13%
Domestic - Bulky Items	730	15,500	2,910	15,500	5%	0%
Non Domestic	85,419	111,000	79,060	91,000	9%	-18%
<b>Strategic Planning</b>						
Custom and Self Build Register	-	-	-	-	0%	0%
S106 Monitoring Fees	750	-	-	-	0%	0%
Works in Default	-	-	-	-	0%	0%
<b>ENVIRONMENT &amp; SUSTAINABILITY TOTALS</b>	<b>3,633,116</b>	<b>3,944,000</b>	<b>3,331,692</b>	<b>4,186,700</b>		

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**Appendix 3**

	<u>Income</u> <u>23/24</u>	<u>Budget</u> <u>24/25</u>	<u>Income</u> <u>24/25 YTD</u>	<b>31/01/2025</b> <u>Budget</u> <u>25/26</u>	<u>F&amp;C</u> <u>Increase %</u>	<u>Budget</u> <u>Increase %</u>
<b>BUSINESS INFRASTRUCTURE-GROWTH</b>						
Property Fees	20,069	4,200	1,292	4,400	4%	5%
Staines Market	176,471	200,000	173,963	200,000	0%	0%
<b>BUSINESS INFRASTRUCTURE-GROWTH TOTALS</b>	<b>196,539</b>	<b>204,200</b>	<b>175,255</b>	<b>204,400</b>		

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**Appendix 4**

	<u>Income</u> <u>23/24</u>	<u>Budget</u> <u>24/25</u>	<u>Income</u> <u>24/25 YTD</u>	<b>31/01/2025</b> <u>Budget</u> <u>25/26</u>	<u>F&amp;C</u> <u>Increase %</u>	<u>Budget</u> <u>Increase %</u>
<b>COMMUNITY WELLBEING &amp; HOUSING</b>						
<b>Day Centres</b>						
Fordbridge Centre - room hire	15,232	19,100	6,966	14,800	10%	-23%
Greeno Centre - room hire	2,819	28,900	982	2,000	10%	-93%
Older Peoples Services	14,314	7,300	15,933	14,700	6%	101%
OPAL Group	139,403	147,000	98,641	152,900	7%	4%
Staines Community Centre - room hire	2,287	25,500	1,331	5,000	10%	-80%
Licensing - Street Trading	20,077	15,500	14,924	16,100	4%	4%
Food Safety	538	-	635	-	5%	0%
Health and Safety	1,530	-	5,015	-	4%	0%
Bed & Breakfast	1,072,943	1,186,600	1,182,766	1,202,200	0%	1%
<b>Licensing</b>						
Animal welfare	-	-	5,788	-	4%	0%
Gambling Act Fees	11,350	13,100	10,271	13,100	0%	0%
HMO Licensing Scheme	41,997	29,100	62,486	30,300	5%	4%
Licensing Act Fees	2,123	3,700	2,320	3,800	0%	3%
Mobile Homes	-	-	-	400	5%	#DIV/0!
Scrap Metal Dealers	948	900	-	900	8%	0%
Retail	66,741	79,200	63,272	82,400	5%	4%
Meals On Wheels	186,417	168,700	132,850	175,400	17%	4%
Pavement Licensing	-	-	2,520	1,200	125%	#DIV/0!
Shepperton Hall	29,891	28,800	20,181	29,900	8%	4%
Water Testing Charges	1,530	-	5,015	-	4%	0%
Rodent & Pest Control	1,416	5,600	570	500	7%	-91%
<b>SAT</b>						
Membership	1,919	1,100	3,185	1,600	3%	45%
Spelride	51,575	53,700	47,098	55,800	7%	4%
Taxi Licensing	49,037	68,300	35,885	71,000	5%	4%
<b>COMMUNITY WELLBEING &amp; HOUSING TOTALS</b>	<b>1,714,086</b>	<b>1,882,100</b>	<b>1,718,630</b>	<b>1,874,000</b>		

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**Appendix 5**

	<u>Income</u> <u>23/24</u>	<u>Budget</u> <u>24/25</u>	<u>Income</u> <u>24/25 YTD</u>	<b>31/01/2025</b> <u>Budget</u> <u>25/26</u>	<u>F&amp;C</u> <u>Increase %</u>	<u>Budget</u> <u>Increase %</u>
<b>CORPORATE POLICY &amp; RESOURCES</b>						
Building Control	302,562	458,500	264,191	427,500	4%	-7%
Electoral Registration	2,211	1,000	2,561	1,000	0%	0%
Land Charges	126,465	140,700	111,904	140,700	2%	0%
Legal Fees	4,886	10,000	18	10,400	16%	4%
<b>CORPORATE POLICY &amp; RESOURCES TOTALS</b>	<b>436,125</b>	<b>610,200</b>	<b>378,676</b>	<b>579,600</b>		

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