



Fees and Charges

2025/26

Printed Date: 08/11/2024

Last modified: 08/11/2024

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

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 |
| 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 |

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| 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 |

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 |

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 |

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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

Street Trading

| | 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

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| | 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

Request for re-inspection under the Food Hygiene Rating Scheme

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--|--------|----------------|----------------|-----|---------------|
| | 1,592 | £240.00 | £250.00 | S | Discretionary |

Foodstuffs For Export

Per Certificate (If Visit Needed)

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--|--------|----------------|----------------|-----|---------------|
| | 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

Officer Statement Of Facts - hourly rate

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--|--------|----------------|----------------|-----|---------------|
| | 314 | £74.00 | £77.00 | O | Discretionary |

Homelessness

Homelessness

Bed & Breakfast

Charge Is Maximum Eligible For Housing Benefit (2 Bed Rate, Per Week, Per Individual)

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--|--------|----------------|----------------|-----|-----------|
| | 550 | £288.46 | £288.46 | O | Statutory |

Charge Is Maximum Eligible For Housing Benefit (4 Bed Rate, Per Week, Per Individual)

| | | | | | |
|--|-------|---------|---------|---|-----------|
| | 1,320 | £413.01 | £413.01 | O | Statutory |
|--|-------|---------|---------|---|-----------|

Licensing

Animal Welfare

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

Arranging for the Provision of Boarding (Application Fee 444, Grant Fee 124)

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--|--------|----------------|----------------|-----|---------------|
| | 1,585 | £548.00 | £568.00 | O | Discretionary |

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| 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 |
| Adult Gaming Centres: b) Annual Fees | 489 | £1,000.00 | £1,000.00 | ○ | Statutory |
| Adult Gaming Centres: c) Variations | 490 | £1,000.00 | £1,000.00 | ○ | Statutory |
| Adult Gaming Centres: d) Transfers | 491 | £1,200.00 | £1,200.00 | ○ | Statutory |
| Adult Gaming Centres: e) Reinstatements | 492 | £1,200.00 | £1,200.00 | ○ | Statutory |
| Adult Gaming Centres: f) Provisionals Statements | 493 | £2,000.00 | £2,000.00 | ○ | Statutory |
| Adult Gaming Centres: g) Licence Application (Provisional Statement Holders) | 494 | £1,200.00 | £1,200.00 | ○ | Statutory |
| Adult Gaming Centres: h) Copy of licence | 927 | £25.00 | £25.00 | ○ | Statutory |
| Adult Gaming Centres: i) Notification of change | 926 | £50.00 | £50.00 | ○ | Statutory |
| Betting Premises (Excluding Tracks): a) New Applications | 467 | £2,700.00 | £2,700.00 | ○ | Statutory |
| Betting Premises (Excluding Tracks): b) Annual Fees | 468 | £600.00 | £600.00 | ○ | Statutory |
| Betting Premises (Excluding Tracks): c) Variations | 469 | £1,500.00 | £1,500.00 | ○ | Statutory |
| Betting Premises (Excluding Tracks): d) Transfers | 470 | £1,200.00 | £1,200.00 | ○ | Statutory |
| Betting Premises (Excluding Tracks): e) Reinstatements | 471 | £1,200.00 | £1,200.00 | ○ | Statutory |

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| Betting Premises (Excluding Tracks): f) Provisionals Statements | 472 | £3,000.00 | £3,000.00 | ○ | Statutory |
| Betting Premises (Excluding Tracks): g) Licence Application (Provisional Statement Holders) | 473 | £1,200.00 | £1,200.00 | ○ | Statutory |
| Betting premises (Excluding Tracks): h) Copy of licence | 921 | £25.00 | £25.00 | ○ | Statutory |
| Betting premises (Excluding Tracks): i) Notification of change | 920 | £50.00 | £50.00 | ○ | Statutory |
| Bingo Clubs: a) New Applications | 460 | £3,500.00 | £3,500.00 | ○ | Statutory |
| Bingo Clubs: b) Annual Fees | 461 | £1,000.00 | £1,000.00 | ○ | Statutory |
| Bingo Clubs: c) Variations | 462 | £1,750.00 | £1,750.00 | ○ | Statutory |
| Bingo Clubs: d) Transfers | 463 | £1,200.00 | £1,200.00 | ○ | Statutory |
| Bingo Clubs: e) Reinstatements | 464 | £1,200.00 | £1,200.00 | ○ | Statutory |
| Bingo Clubs: f) Provisionals Statements | 465 | £3,500.00 | £3,500.00 | ○ | Statutory |
| Bingo Clubs: g) Licence Application (Provisional Statement Holders) | 466 | £1,200.00 | £1,200.00 | ○ | Statutory |
| Bingo Clubs: h) Notification of change | 918 | £50.00 | £50.00 | ○ | Statutory |
| Bingo Clubs: i) Copy of licence | 919 | £25.00 | £25.00 | ○ | 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 | ○ | 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 | ○ | Statutory |
| Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): c) Annual Fee | 521 | £50.00 | £50.00 | ○ | Statutory |
| Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): c) Renewal Fee | 522 | £100.00 | £100.00 | ○ | Statutory |
| Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): e) Variation Fee | 523 | £100.00 | £100.00 | ○ | Statutory |
| Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): f) Copy Of Permit | 524 | £15.00 | £15.00 | ○ | Statutory |
| 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 |

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| 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 |
| Prize Gaming Permit: a) Application Fee (New Permit) | 508 | £300.00 | £300.00 | ○ | Statutory |
| Prize Gaming Permit: b) Application Fee (Conversion Of S34 Permit) | 509 | £100.00 | £100.00 | ○ | Statutory |
| Prize Gaming Permit: c) Renewal Fee | 510 | £300.00 | £300.00 | ○ | Statutory |
| Prize Gaming Permit: d) Change Of Name | 511 | £25.00 | £25.00 | ○ | Statutory |
| Prize Gaming Permit: e) Copy Of Permit | 512 | £15.00 | £15.00 | ○ | Statutory |
| Small Society Lotteries: a) New Registration | 525 | £40.00 | £40.00 | ○ | Statutory |
| Small Society Lotteries: b) Annual Fee | 526 | £20.00 | £20.00 | ○ | Statutory |
| Tracks: a) New Applications | 474 | £2,500.00 | £2,500.00 | ○ | Statutory |
| Tracks: b) Annual Fees | 475 | £1,000.00 | £1,000.00 | ○ | Statutory |
| Tracks: c) Variations | 476 | £1,250.00 | £1,250.00 | ○ | Statutory |
| Tracks: d) Transfers | 477 | £950.00 | £950.00 | ○ | Statutory |
| Tracks: e) Reinstatements | 478 | £950.00 | £950.00 | ○ | Statutory |
| Tracks: f) Provisionals Statements | 479 | £2,500.00 | £2,500.00 | ○ | Statutory |
| Tracks: g) Licence Application (Provisional Statement Holders) | 480 | £950.00 | £950.00 | ○ | Statutory |

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| Tracks: h) Copy of licence | 923 | £25.00 | £25.00 | ○ | Statutory |
| Tracks: i) Notification of change | 922 | £50.00 | £50.00 | ○ | Statutory |
| Unlicensed Family Entertainment Centre Gaming Machine Permit: a) Application Fee (New Permit) | 503 | £300.00 | £300.00 | ○ | Statutory |
| Unlicensed Family Entertainment Centre Gaming Machine Permit: b) Application Fee (Conversion Of S34 Perm | 504 | £100.00 | £100.00 | ○ | Statutory |
| Unlicensed Family Entertainment Centre Gaming Machine Permit: c) Renewal Fee | 505 | £300.00 | £300.00 | ○ | Statutory |
| Unlicensed Family Entertainment Centre Gaming Machine Permit: d) Change Of Name | 506 | £25.00 | £25.00 | ○ | Statutory |
| Unlicensed Family Entertainment Centre Gaming Machine Permit: e) Copy Of Permit | 507 | £15.00 | £15.00 | ○ | Statutory |

HMO Licensing Scheme

HMO Licence

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|---|--------|----------------|----------------|-----|---------------|
| Cancelled licence application (to cover aborted work on processing the application) | 1,695 | £166.00 | £175.00 | ○ | Discretionary |

Licensing Act 2003

Licensing Fees

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--|--------|----------------|----------------|-----|-----------|
| Application For Provisional Statement Where Premises Are Being Built etc (Sec 29) | 444 | £315.00 | £315.00 | ○ | Statutory |
| Application For Transfer Of A Premises Licence (Section 42) | 447 | £23.00 | £23.00 | ○ | Statutory |
| Application To Vary Licence To Specify Individual As Premises Supervisor (Section37) | 446 | £23.00 | £23.00 | ○ | Statutory |
| Change Of Relevant Registered Address Of Club (Section 83,(1) Or (2) | 451 | £10.50 | £10.50 | ○ | Statutory |
| Duty To Notify Change Of Name Or Address (Section 127) | 454 | £10.50 | £10.50 | ○ | Statutory |
| Interim Authority Notice Following Death Etc Of Licence Holder (Section 47) | 448 | £23.00 | £23.00 | ○ | Statutory |
| Notification Of Change Of Name And Address (Section 33) | 445 | £10.50 | £10.50 | ○ | Statutory |
| Notification Of Change Of Name Or Alteration Of Rules Of The Club (Section 82) | 450 | £10.50 | £10.50 | ○ | Statutory |
| Personal Licence | 423 | £37.00 | £37.00 | ○ | Statutory |
| Personal Licence Grant Or Renewal (Section 117) | 442 | £37.00 | £37.00 | ○ | Statutory |
| Right Of Freeholder Etc To Be Notified Of Licensing Matters (Section 178) | 455 | £21.00 | £21.00 | ○ | Statutory |
| Temporary Events Notice | 422 | £21.00 | £21.00 | ○ | Statutory |
| Temporary Events Notice (Section100) | 441 | £21.00 | £21.00 | ○ | Statutory |
| Theft, Loss etc Of Certificate Or Summary (Section 79) | 449 | £21.00 | £21.00 | ○ | Statutory |

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| 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 |
| 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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VATII

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 | ○ | Discretionary |
| b) Application for a new site licence - 6 to 24 pitches | 1,337 | £676.00 | £705.00 | ○ | Discretionary |
| c) Application for a new site licence - 25 to 99 pitches | 1,338 | £747.00 | £780.00 | ○ | Discretionary |
| d) Application for a new site licence - 100+ pitches | 1,339 | £889.00 | £925.00 | ○ | Discretionary |
| e) Application to alter conditions to a site licence - 1 to 5 pitches | 1,340 | £277.00 | £290.00 | ○ | Discretionary |
| f) Application to alter conditions to a site licence - 6 to 24 pitches | 1,341 | £288.00 | £300.00 | ○ | Discretionary |
| g) Application to alter conditions to a site licence - 25 to 99 pitches | 1,342 | £302.00 | £315.00 | ○ | Discretionary |
| h) Application to alter conditions to a site licence - 100+ pitches | 1,343 | £326.00 | £340.00 | ○ | Discretionary |
| i) Application to transfer a site licence | 1,344 | £156.00 | £165.00 | ○ | Discretionary |
| j) Annual fee - 1 to 5 pitches | 1,345 | £220.00 | £230.00 | ○ | Discretionary |
| k) Annual fee - 6 to 24 pitches | 1,346 | £271.00 | £285.00 | ○ | Discretionary |
| l) Annual fee - 25 to 99 pitches | 1,347 | £306.00 | £320.00 | ○ | Discretionary |
| m) Annual fee - 100+ pitches | 1,348 | £380.00 | £395.00 | ○ | Discretionary |
| n) Recover of cost of enforcement - hourly rate | 1,415 | £74.00 | £80.00 | ○ | Discretionary |
| o) Fit and proper person register application fee | 1,693 | £417.00 | £435.00 | ○ | Discretionary |

Pollution

Scrap Metal Dealers

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|-------------------------------------|--------|----------------|----------------|-----|---------------|
| Scrap Metal collector fee | 1,307 | £397.00 | £415.00 | ○ | Discretionary |
| Scrap Metal dealer site license fee | 1,308 | £629.00 | £655.00 | ○ | Discretionary |
| Scrap Metal Licence Variation | 1,315 | £71.00 | £75.00 | ○ | Discretionary |
| Scrap Metal replacement of Licence | 1,316 | £30.00 | £35.00 | ○ | Discretionary |

Retail

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Appendix 1

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 | ○ | Discretionary |
| Registration of premises | 459 | £265.00 | £280.00 | ○ | Discretionary |
| Replacement certificate | 935 | £61.00 | £65.00 | ○ | Discretionary |
| Variation of registration | 1,430 | £71.00 | £75.00 | ○ | Discretionary |

Sex establishment licence fee

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|------------------------------------|--------|----------------|----------------|-----|---------------|
| Change of licence details | 1,269 | £193.00 | £205.00 | ○ | Discretionary |
| New,Renewal,Intermediate,Temporary | 1,268 | £3,870.00 | £4,025.00 | ○ | Discretionary |

Sex Shop Registration

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|------------------------------------|--------|----------------|----------------|-----|---------------|
| New,Renewal,Intermediate,Temporary | 456 | £3,870.00 | £4,025.00 | ○ | Discretionary |
| Transfer Of Licence | 457 | £3,870.00 | £4,025.00 | ○ | Discretionary |

Meals On Wheels

Luncheon Clubs

Service Fees

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|-----------------|--------|----------------|----------------|-----|---------------|
| Charge Per Meal | 609 | £4.40 | £5.00 | ○ | Discretionary |

Meals on Wheels

Service Fees

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|---------------------|--------|----------------|----------------|-----|---------------|
| Charge for Sandwich | 1,683 | £1.80 | £2.00 | ○ | Discretionary |
| Charge Per Meal | 608 | £4.00 | £5.00 | ○ | Discretionary |

Pavement Licensing

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Appendix 1

VATII

Pavement Licensing

Pavement Licensing

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|---------------------------------|--------|----------------|----------------|-----|---------------|
| Street Pavement License New | 1,785 | | £500.00 | O | Discretionary |
| Street Pavement License Renewal | 1,679 | £100.00 | £350.00 | O | Discretionary |

Public Halls

Shepperton Hall

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

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--------------------------------|--------|----------------|----------------|-----|---------------|
| Mon-Fri 9am to 5pm per hour | 641 | £24.00 | £25.00 | E | Discretionary |
| Mon-Fri After 5pm per hour | 642 | £26.00 | £30.00 | E | Discretionary |
| Sat 9am to 6pm per hour | 643 | £30.00 | £35.00 | E | Discretionary |
| Sat After 6pm per hour | 644 | £52.00 | £55.00 | E | Discretionary |
| Sunday 9am to 10.30pm per hour | 645 | £52.00 | £55.00 | E | Discretionary |

Semi Commercial Use (9am to Midnight) (Commercial firms providing a community benefit)

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--------------------------------|--------|----------------|----------------|-----|---------------|
| 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 | O | Statutory |

Fees and Charges

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| | | | | VAT | Statute |
|---|-------|--------|--------|-----|-----------|
| 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 |
| 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 | ○ | Discretionary |

SAT

Fees and Charges

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Appendix 1

VATII

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 |
|--|--------|----------------|----------------|-----|---------------|
| | 1,717 | £47.00 | £48.50 | O | Discretionary |

Discounted HC vehicle with wheelchair accessibility

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--|--------|----------------|----------------|-----|---------------|
| | 1,709 | £127.00 | £128.50 | O | Discretionary |

Discounted PH vehicle with wheelchair accessibility

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--|--------|----------------|----------------|-----|---------------|
| | 1,708 | £125.00 | £130.00 | O | Discretionary |

English & Numeracy Test & Retest

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--|--------|----------------|----------------|-----|---------------|
| | 1,716 | £31.00 | £32.00 | O | Discretionary |

Hackney Carriage Conditions Test & Retest

| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--|--------|----------------|----------------|-----|---------|
|--|--------|----------------|----------------|-----|---------|

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| | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|---|---------------|-----------------------|-----------------------|------------|----------------|
| | 1,713 | £52.00 | £54.00 | ○ | Discretionary |
| Hackney Carriage Geographic Test & Retest | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
| | 1,712 | £73.00 | £76.00 | ○ | Discretionary |
| New Driver Hackney Carriage (1 year) | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
| | 1,696 | £242.00 | £249.00 | ○ | Discretionary |
| New Driver Hackney Carriage (3 year) | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
| | 1,697 | £395.00 | £429.00 | ○ | Discretionary |
| New Driver Private Hire (1 year) | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
| | 1,698 | £242.00 | £253.00 | ○ | Discretionary |
| New Driver Private Hire (3 year) | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
| | 1,699 | £395.00 | £429.00 | ○ | Discretionary |
| Operators 1 year | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
| | 1,710 | £366.00 | £367.00 | ○ | Discretionary |
| Operators 5 year | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
| | 1,711 | £1,027.00 | £1,030.00 | ○ | Discretionary |
| Private Hire Conditions Test & Retest | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
| | 1,714 | £52.00 | £54.00 | ○ | Discretionary |
| Private Hire Geographic Test & Retest | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
| | 1,715 | £52.00 | £54.00 | ○ | Discretionary |
| Reissue of PH/HC driver or vehicle licence due to any other reason | Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
| | 1,719 | £26.00 | £29.00 | ○ | Discretionary |

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VATII

Renewal Driver Hackney Carriage (1 year)

| Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--------|----------------|----------------|-----|---------------|
| 1,700 | £210.00 | £233.00 | ○ | Discretionary |

Renewal Driver Hackney Carriage (3 year)

| Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--------|----------------|----------------|-----|---------------|
| 1,701 | £452.00 | £468.00 | | Discretionary |

Renewal Driver Private Hire (1 year)

| Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--------|----------------|----------------|-----|---------------|
| 1,703 | £204.00 | £236.00 | ○ | Discretionary |

Renewal Driver Private Hire (3 year)

| Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--------|----------------|----------------|-----|---------------|
| 1,704 | £431.00 | £457.00 | ○ | Discretionary |

Replacement of plates

| Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--------|----------------|----------------|-----|---------------|
| 1,720 | £24.00 | £27.00 | | Discretionary |

Upgrade Private Hire Driver to Hackney Carriage Driver (Includes 1 attempt at conditions test, 1 attempt at geographic test, vehicle check & processing & issuing driver and vehicle licence)

| Record | 2024/25 Charge | 2025/26 Charge | VAT | Statute |
|--------|----------------|----------------|-----|---------------|
| 1,702 | £212.00 | £234.00 | ○ | Discretionary |

Vehicle Hackney Carriage

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

Vehicle Private Hire

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