

# Fees and Charges

## 2026/27

Printed Date: 19/01/2026

Last modified: 19/01/2026



### 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**

	<b>Record</b>	<b>2025/26 Charge</b>	<b>2026/27 Charge</b>	<b>VAT</b>	<b>Statute</b>
Mon-Fri Evening (per hour)	558	£19.00	£20.00	E	Discretionary
Saturday (per hour)	561	£25.00	£30.00	E	Discretionary

###### **Large Hall**

	<b>Record</b>	<b>2025/26 Charge</b>	<b>2026/27 Charge</b>	<b>VAT</b>	<b>Statute</b>
Mon-Fri Evening (per hour)	551	£30.00	£35.00	E	Discretionary
Saturday Day Time Rates before 6.00 PM (per hour)	553	£35.00	£40.00	E	Discretionary
Saturday Evening after 6.00 PM (per hour)	554	£50.00	£55.00	E	Discretionary
Sunday (per hour)	555	£50.00	£55.00	E	Discretionary

###### **Quiet Lounge**

	<b>Record</b>	<b>2025/26 Charge</b>	<b>2026/27 Charge</b>	<b>VAT</b>	<b>Statute</b>
Mon-Fri Evening (per hour)	562	£19.00	£20.00	E	Discretionary
Saturday Day Time Rates before 6.00 PM (per hour)	564	£30.00	£35.00	E	Discretionary
Saturday Evening after 6.00 PM (per hour)	565	£35.00	£40.00	E	Discretionary

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

###### **Large Hall**

	<b>Record</b>	<b>2025/26 Charge</b>	<b>2026/27 Charge</b>	<b>VAT</b>	<b>Statute</b>
Mon - Fri Evening (per hour)	1,222	£35.00	£40.00	E	Discretionary

## Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

				VAT	
Saturday Day Time Rates before 6.00 PM (per hour)		1,223	£40.00	£45.00	E Discretionary
Saturday Evening after 6.00 PM (per hour)		1,224	£65.00	£70.00	E Discretionary
Sunday (per hour)		1,225	£65.00	£70.00	E Discretionary

## Older Peoples Services

### Membership Fees

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Joint Day Centre/Spelride	959	£30.00	£35.00	S	Discretionary
Non SBC Resident	604	£30.00	£35.00	S	Discretionary
SBC Resident	603	£19.00	£20.00	S	Discretionary

## OPAL Group (High Needs)

### Attendance Fees (Daily Charge)

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
OPAL	1,692	£45.00	£50.00	O	Discretionary
OPAL	1,691	£45.00	£50.00	O	Discretionary

## Staines Community Centres (Community Use)

### Upstairs meeting room

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Mon-Fri Evening (per hour)	1,435	£19.00	£20.00	E	Discretionary
Saturday Daytime (per hour)	1,436	£25.00	£30.00	E	Discretionary
Saturday Evening (per hour)	1,437	£35.00	£40.00	E	Discretionary
Sunday all day (per hour)	1,438	£35.00	£40.00	E	Discretionary

### Upstairs or downstairs area

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Mon-Fri Evening (per hour)	1,431	£25.00	£30.00	E	Discretionary
Saturday Daytime (per hour)	1,432	£30.00	£35.00	E	Discretionary
Saturday Evening (per hour)	1,433	£45.00	£50.00	E	Discretionary
Sunday all day (per hour)	1,434	£45.00	£50.00	E	Discretionary

## Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

VATII

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

#### Upstairs meeting room

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Mon-Fri Evening (per hour)	1,443	£25.00	£30.00	E	Discretionary
Saturday Daytime (per hour)	1,444	£30.00	£35.00	E	Discretionary
Saturday Evening (per hour)	1,445	£45.00	£50.00	E	Discretionary
Sunday all day (per hour)	1,446	£45.00	£50.00	E	Discretionary

#### Upstairs or downstairs area

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Mon-Fri Evening (per hour)	1,439	£30.00	£30.00	E	Discretionary
Saturday Daytime (per hour)	1,440	£35.00	£40.00	E	Discretionary
Saturday Evening (per hour)	1,441	£55.00	£60.00	E	Discretionary
Sunday all day (per hour)	1,442	£55.00	£60.00	E	Discretionary

## Environmental Health

### Licensing

#### Street Trading

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
New Application Submission Fee	1,243	£105.00	£110.00	S	Discretionary

#### Street Trading - Occasional and Temporary

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Occasional Street Trader Event (Multi Trader) 21 plus traders(New Fee))	1,818	£600.00	S	Discretionary	
Occasional Street Trader Event (Multi Trader) under 20 traders (New Fee)	1,819	£335.00	S	Discretionary	
One month street trading consent (New Fee)	1,820	£205.00	S	Discretionary	

#### Street Trading - Per Annum

	Record	2025/26 Charge	2026/27 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	£1,080.00	£1,134.00	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	£1,080.00	£1,134.00	S	Discretionary
c) Consent For Sites Adjacent To The Public Highway (Static Sites), for Specified Periods From Identified Sites During Street Trading Hours	103	£1,080.00	£1,134.00	S	Discretionary

## Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

VATII

## Food Safety

### Food Safety

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Voluntary Surrender Of Foodstuffs Certificate	308	£90.00	£95.00	S	Discretionary
<b>Food Hygiene Rating Scheme</b>					
Request for re-inspection under the Food Hygiene Rating Scheme	1,592	£240.00	£265.00	S	Discretionary
<b>Foodstuffs For Export</b>					
Per Certificate (If Visit Needed)	307	£195.00	£205.00	O	Discretionary
Per Certificate (If Visit Not Needed)	306	£100.00	£105.00	O	Discretionary
<b>Imported Foodstuffs</b>					
Officer Hourly Rate	309	£85.00	£85.00	O	Discretionary

## Funerals

### Welfare Funerals

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Recovery of officer time	1,453	£75.00	£80.00	S	Discretionary

## Health and Safety

### Health and Safety

#### Health And Safety At Work Act 1974

Officer Statement Of Facts - hourly rate

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
	314	£77.00	£85.00	O	Discretionary

# Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

VATII

## Homelessness

### Homelessness

#### Bed & Breakfast

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

Record	2025/26 Charge	2026/27 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 468, Grant Fee 132)

Record	2025/26 Charge	2026/27 Charge	VAT	Statute
1,585	£568.00	£600.00	O	Discretionary

Boarding for cats (Application Fee 468, Grant Fee 132)

1,577	£568.00	£600.00	O	Discretionary
-------	---------	---------	---	---------------

Boarding in dogs in kennels - (Application Fee 468, Grant Fee 132)

1,575	£568.00	£600.00	O	Discretionary
-------	---------	---------	---	---------------

Dog Breeders - (Application Fee 468, Grant Fee 132)

1,569	£568.00	£600.00	O	Discretionary
-------	---------	---------	---	---------------

Dog Day Care (Application Fee 468, Grant Fee 132)

1,579	£568.00	£600.00	O	Discretionary
-------	---------	---------	---	---------------

Each additional licensable activity/inspection

1,588	£125.00	£135.00	O	Discretionary
-------	---------	---------	---	---------------

Each additional site visit to hosts as part of the arrangers licence application/ renewal

1,610	£125.00	£135.00	O	Discretionary
-------	---------	---------	---	---------------

Hiring out horses (Application Fee 468, Grant Fee 132)

1,571	£568.00	£600.00	O	Discretionary
-------	---------	---------	---	---------------

Home boarders (dogs only) (Application Fee 468, Grant Fee 132)

1,573	£568.00	£600.00	O	Discretionary
-------	---------	---------	---	---------------

Keeping or training animals for exhibition (Application Fee 468, Grant Fee 132)

1,583	£568.00	£600.00	O	Discretionary
-------	---------	---------	---	---------------

Replacement Licence

1,591	£65.00	£70.00	O	Discretionary
-------	--------	--------	---	---------------

Re-rating Inspection.

1,587	£285.00	£300.00	O	Discretionary
-------	---------	---------	---	---------------

Selling Animals as Pets (Application Fee 468, Grant Fee 132)

1,581	£568.00	£600.00	O	Discretionary
-------	---------	---------	---	---------------

## Animals

### Variation to any Animal Licence

Record	2025/26 Charge	2026/27 Charge	VAT	Statute
--------	----------------	----------------	-----	---------

## Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

				VATII
Variation to Licence with no visit required	1,024	£105.00	£115.00	O Discretionary
Variation to Licence with visit	1,025	£285.00	£300.00	O Discretionary

### Zoo and Dangerous Wild Animal Licences

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Dangerous Wild Animals (Plus all associated vet fees and Charges)	1,611	£570.00	£600.00	O	Discretionary
Initial zoo applications (plus all associated vet fees and charges)	1,023	£570.00	£600.00	O	Discretionary

## Gambling Act 2005

### Gambling Act Fees

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Adult Gaming Centres: a) New Applications	488	£2,000.00	£2,000.00	O	Statutory
Adult Gaming Centres: b) Annual Fees	489	£1,000.00	£1,000.00	O	Statutory
Adult Gaming Centres: c) Variations	490	£1,000.00	£1,000.00	O	Statutory
Adult Gaming Centres: d) Transfers	491	£1,200.00	£1,200.00	O	Statutory
Adult Gaming Centres: e) Reinstatements	492	£1,200.00	£1,200.00	O	Statutory
Adult Gaming Centres: f) Provisionals Statements	493	£2,000.00	£2,000.00	O	Statutory
Adult Gaming Centres: g) Licence Application (Provisional Statement Holders)	494	£1,200.00	£1,200.00	O	Statutory
Adult Gaming Centres: h) Copy of licence	927	£25.00	£25.00	O	Statutory
Adult Gaming Centres: i) Notification of change	926	£50.00	£50.00	O	Statutory
Betting Premises (Excluding Tracks): a) New Applications	467	£2,700.00	£2,700.00	O	Statutory
Betting Premises (Excluding Tracks): b) Annual Fees	468	£600.00	£600.00	O	Statutory
Betting Premises (Excluding Tracks): c) Variations	469	£1,500.00	£1,500.00	O	Statutory
Betting Premises (Excluding Tracks): d) Transfers	470	£1,200.00	£1,200.00	O	Statutory
Betting Premises (Excluding Tracks): e) Reinstatements	471	£1,200.00	£1,200.00	O	Statutory
Betting Premises (Excluding Tracks): f) Provisionals Statements	472	£3,000.00	£3,000.00	O	Statutory
Betting Premises (Excluding Tracks): g) Licence Application (Provisional Statement Holders)	473	£1,200.00	£1,200.00	O	Statutory
Betting premises (Excluding Tracks): h) Copy of licence	921	£25.00	£25.00	O	Statutory
Betting premises (Excluding Tracks): i) Notification of change	920	£50.00	£50.00	O	Statutory
Bingo Clubs: a) New Applications	460	£3,500.00	£3,500.00	O	Statutory
Bingo Clubs: b) Annual Fees	461	£1,000.00	£1,000.00	O	Statutory

## Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

				VATII	
				O	Statutory
Bingo Clubs: c) Variations	462	£1,750.00	£1,750.00	O	Statutory
Bingo Clubs: d) Transfers	463	£1,200.00	£1,200.00	O	Statutory
Bingo Clubs: e) Reinstatements	464	£1,200.00	£1,200.00	O	Statutory
Bingo Clubs: f) Provisionals Statements	465	£3,500.00	£3,500.00	O	Statutory
Bingo Clubs: g) Licence Application (Provisional Statement Holders)	466	£1,200.00	£1,200.00	O	Statutory
Bingo Clubs: h) Notification of change	918	£50.00	£50.00	O	Statutory
Bingo Clubs: i) Copy of licence	919	£25.00	£25.00	O	Statutory
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): e Application Fee (New Permit)	519	£100.00	£100.00	O	Statutory
Club Gaming Permit (Where The Applicant Holds A Club Premises Certificate Under The Licensing Act 2003): t Application Fee (Conversion Of Part 2 / Part 3 Registration)	520	£100.00	£100.00	O	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	O	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	O	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	O	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	O	Statutory
Club Gaming Permit: a) Application Fee (New Permit)	513	£200.00	£200.00	O	Statutory
Club Gaming Permit: b) Application Fee (Conversion Of Part 2 / Part 3 Registration)	514	£100.00	£100.00	O	Statutory
Club Gaming Permit: c) Annual Fee	515	£50.00	£50.00	O	Statutory
Club Gaming Permit: d) Renewal Fee	516	£200.00	£200.00	O	Statutory
Club Gaming Permit: e) Variation Fee	517	£100.00	£100.00	O	Statutory
Club Gaming Permit: f) Copy Of Permit	518	£15.00	£15.00	O	Statutory
Family Entertainment Centre: a) New Applications	481	£2,000.00	£2,000.00	O	Statutory
Family Entertainment Centre: b) Annual Fees	482	£750.00	£750.00	O	Statutory
Family Entertainment Centre: c) Variations	483	£1,000.00	£1,000.00	O	Statutory
Family Entertainment Centre: d) Transfers	484	£950.00	£950.00	O	Statutory
Family Entertainment Centre: e) Reinstatements	485	£950.00	£950.00	O	Statutory
Family Entertainment Centre: f) Provisionals Statements	486	£2,000.00	£2,000.00	O	Statutory
Family Entertainment Centre: g) Licence Application (Provisional Statement Holders)	487	£950.00	£950.00	O	Statutory

## Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

				VATII
				O Statutory
Family Entertainment Centre: h) Copy of licence	925	£25.00	£25.00	O Statutory
Family Entertainment Centre: i) Notification of change	924	£50.00	£50.00	O Statutory
Licensed Premises - Notification Of Intent To Use Automatic Entitlement (1-2 Machines)	495	£50.00	£50.00	O Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): a) Application Fee (New Permit)	496	£150.00	£150.00	O Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): b) Application Fee (Conversion Of S34 Permit)	497	£100.00	£100.00	O Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): c) Annual Fee	498	£50.00	£50.00	O Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): d) Variation Fee	499	£100.00	£100.00	O Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): e) Transfer Fee	500	£25.00	£25.00	O Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): f) Change Of Name	501	£25.00	£25.00	O Statutory
Licensed Premises Gaming Machine Permit (3+ Machines): g) Copy Of Permit	502	£15.00	£15.00	O Statutory
Prize Gaming Permit: a) Application Fee (New Permit)	508	£300.00	£300.00	O Statutory
Prize Gaming Permit: b) Application Fee (Conversion Of S34 Permit)	509	£100.00	£100.00	O Statutory
Prize Gaming Permit: c) Renewal Fee	510	£300.00	£300.00	O Statutory
Prize Gaming Permit: d) Change Of Name	511	£25.00	£25.00	O Statutory
Prize Gaming Permit: e) Copy Of Permit	512	£15.00	£15.00	O Statutory
Small Society Lotteries: a) New Registration	525	£40.00	£40.00	O Statutory
Small Society Lotteries: b) Annual Fee	526	£20.00	£20.00	O Statutory
Tracks: a) New Applications	474	£2,500.00	£2,500.00	O Statutory
Tracks: b) Annual Fees	475	£1,000.00	£1,000.00	O Statutory
Tracks: c) Variations	476	£1,250.00	£1,250.00	O Statutory
Tracks: d) Transfers	477	£950.00	£950.00	O Statutory
Tracks: e) Reinstatements	478	£950.00	£950.00	O Statutory
Tracks: f) Provisionals Statements	479	£2,500.00	£2,500.00	O Statutory
Tracks: g) Licence Application (Provisional Statement Holders)	480	£950.00	£950.00	O Statutory
Tracks: h) Copy of licence	923	£25.00	£25.00	O Statutory
Tracks: i) Notification of change	922	£50.00	£50.00	O Statutory
Unlicensed Family Entertainment Centre Gaming Machine Permit: a) Application Fee (New Permit)	503	£300.00	£300.00	O Statutory
Unlicensed Family Entertainment Centre Gaming Machine Permit: b) Application Fee (Conversion Of S34 Perm	504	£100.00	£100.00	O Statutory
Unlicensed Family Entertainment Centre Gaming Machine Permit: c) Renewal Fee	505	£300.00	£300.00	O Statutory
Unlicensed Family Entertainment Centre Gaming Machine Permit: d) Change Of Name	506	£25.00	£25.00	O Statutory

## Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

Unlicensed Family Entertainment Centre Gaming Machine Permit: e) Copy Of Permit

507

£15.00

£15.00

VAT  
II  
O Statutory

## HMO Licensing Scheme

### HMO Licence

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Cancelled licence application (to cover aborted work on processing the application)	1,695	£175.00	£185.00	O	Discretionary
e) Penalty for late or incomplete applications	1,012	£175.00	£185.00	O	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

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
a) Application for a new licence (of which processing fee £818; maintenance fee £1,312)	1,724	£1,368.00	£2,130.00	O	Discretionary
Application for a licence renewal (of which processing fee £818; maintenance fee £1312)	1,725	£1,368.00	£2,130.00	O	Discretionary

## Licensing Act 2003

### Licensing Fees

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Application For Provisional Statement Where Premises Are Being Built etc (Sec 29)	444	£315.00	£315.00	O	Statutory
Application For Transfer Of A Premises Licence (Section 42)	447	£23.00	£23.00	O	Statutory
Application To Vary Licence To Specify Individual As Premises Supervisor (Section 37)	446	£23.00	£23.00	O	Statutory
Change Of Relevant Registered Address Of Club (Section 83,(1) Or (2))	451	£10.50	£10.50	O	Statutory
Duty To Notify Change Of Name Or Address (Section 127)	454	£10.50	£10.50	O	Statutory
Interim Authority Notice Following Death Etc Of Licence Holder (Section 47)	448	£23.00	£23.00	O	Statutory
Notification Of Change Of Name And Address (Section 33)	445	£10.50	£10.50	O	Statutory
Notification Of Change Of Name Or Alteration Of Rules Of The Club (Section 82)	450	£10.50	£10.50	O	Statutory
Personal Licence	423	£37.00	£37.00	O	Statutory
Personal Licence Grant Or Renewal (Section 117)	442	£37.00	£37.00	O	Statutory
Right Of Freeholder Etc To Be Notified Of Licensing Matters (Section 178)	455	£21.00	£21.00	O	Statutory
Temporary Events Notice	422	£21.00	£21.00	O	Statutory
Temporary Events Notice (Section 100)	441	£21.00	£21.00	O	Statutory
Theft, Loss etc Of Certificate Or Summary (Section 79)	449	£21.00	£21.00	O	Statutory

## Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

				VAT	II
				O	Statutory
Theft, Loss etc Of Personal Licence (Section 126)	453	£10.50	£10.50	O	Statutory
Theft, Loss etc Of Premises Licence Or Summary (Section 25)	443	£10.50	£10.50	O	Statutory
Theft, Loss etc Of Temporary Event Notice (Section 110)	452	£10.50	£10.50	O	Statutory

### Licensing Register Entries

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
For All Entries ( If Plans Are Required)	440	£3,000.00	£3,000.00	O	Statutory
For All Entries ( No Plans Are Required)	439	£1,000.00	£1,000.00	O	Statutory
Per Individual Copy	438	£26.00	£26.00	O	Statutory

### Premises Licence

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Minor Variation	917	£89.00	£89.00	O	Statutory

### Premises Licence - Annual Fee

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
A	431	£70.00	£70.00	O	Statutory
B	432	£180.00	£180.00	O	Statutory
C	433	£295.00	£295.00	O	Statutory
D	434	£320.00	£320.00	O	Statutory
E	435	£350.00	£350.00	O	Statutory

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

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
D X 2	436	£640.00	£640.00	O	Statutory
E X 3	437	£1,050.00	£1,050.00	O	Statutory

### Premises Licence - New And Full Variation Applications

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
A	424	£100.00	£100.00	O	Statutory
B	425	£190.00	£190.00	O	Statutory
C	426	£315.00	£315.00	O	Statutory
D	427	£450.00	£450.00	O	Statutory
D X 2	429	£900.00	£900.00	O	Statutory
E	428	£635.00	£635.00	O	Statutory
E X 3	430	£1,905.00	£1,905.00	O	Statutory

# Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

VATII

## Mobile Home Site Licensing Scheme

### Mobile Home Site Licence

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
a) Application for a new site licence - 1 to 5 pitches	1,336	£605.00	£640.00	O	Discretionary
b) Application for a new site licence - 6 to 24 pitches	1,337	£705.00	£745.00	O	Discretionary
c) Application for a new site licence - 25 to 99 pitches	1,338	£780.00	£820.00	O	Discretionary
d) Application for a new site licence - 100+ pitches	1,339	£925.00	£975.00	O	Discretionary
e) Application to alter conditions to a site licence - 1 to 5 pitches	1,340	£290.00	£305.00	O	Discretionary
f) Application to alter conditions to a site licence - 6 to 24 pitches	1,341	£300.00	£315.00	O	Discretionary
g) Application to alter conditions to a site licence - 25 to 99 pitches	1,342	£315.00	£335.00	O	Discretionary
h) Application to alter conditions to a site licence - 100+ pitches	1,343	£340.00	£360.00	O	Discretionary
i) Application to transfer a site licence	1,344	£165.00	£175.00	O	Discretionary
j) Annual fee - 1 to 5 pitches	1,345	£230.00	£245.00	O	Discretionary
k) Annual fee - 6 to 24 pitches	1,346	£285.00	£300.00	O	Discretionary
l) Annual fee - 25 to 99 pitches	1,347	£320.00	£340.00	O	Discretionary
m) Annual fee - 100+ pitches	1,348	£395.00	£415.00	O	Discretionary
n) Recover of cost of enforcement - hourly rate	1,415	£80.00	£85.00	O	Discretionary
o) Fit and proper person register application fee	1,693	£435.00	£460.00	O	Discretionary

## Pollution

### Scrap Metal Dealers

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Scrap Metal collector fee	1,307	£415.00	£440.00	O	Discretionary
Scrap Metal dealer site license fee	1,308	£655.00	£690.00	O	Discretionary
Scrap Metal Licence Variation	1,315	£75.00	£80.00	O	Discretionary
Scrap Metal replacement of Licence	1,316	£35.00	£40.00	O	Discretionary

## Retail

## Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

VATII

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

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Practitioner registration	458	£280.00	£295.00	O	Discretionary
Registration of premises	459	£280.00	£295.00	O	Discretionary
Replacement certificate	935	£65.00	£70.00	O	Discretionary
Variation of registration	1,430	£75.00	£80.00	O	Discretionary

### Sex establishment licence fee

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Change of licence details	1,269	£205.00	£220.00	O	Discretionary
New, Renewal, Intermediate, Temporary	1,268	£4,025.00	£4,230.00	O	Discretionary

### Sex Shop Registration

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
New, Renewal, Intermediate, Temporary	456	£4,025.00	£4,230.00	O	Discretionary
Transfer Of Licence	457	£4,025.00	£4,230.00	O	Discretionary

## Meals On Wheels

### Luncheon Clubs

#### Service Fees

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Charge Per Meal	609	£5.00	£6.00	O	Discretionary

## Meals on Wheels

#### Service Fees

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Charge for Sandwich	1,683	£2.00	£3.00	O	Discretionary
Charge Per Meal	608	£5.00	£6.50	O	Discretionary

## Pavement Licensing

# Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

VATII

## Pavement Licensing

### Pavement Licensing

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Street Pavement License New	1,785	£500.00	£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	2025/26 Charge	2026/27 Charge	VAT	Statute
Mon-Fri 9am to 5pm per hour	641	£25.00	£30.00	E	Discretionary
Mon-Fri After 5pm per hour	642	£30.00	£35.00	E	Discretionary
Sat 9am to 6pm per hour	643	£35.00	£40.00	E	Discretionary
Sat After 6pm per hour	644	£55.00	£60.00	E	Discretionary
Sunday 9am to 10.30pm per hour	645	£55.00	£60.00	E	Discretionary

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

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Mon-Fri 9am to 5pm per hour	1,006	£35.00	£40.00	E	Discretionary
Mon-Fri After 5pm per hour	1,016	£40.00	£45.00	E	Discretionary
Sat 9am to 6pm per hour	1,021	£40.00	£45.00	E	Discretionary
Sat After 6pm per hour	1,031	£70.00	£75.00	E	Discretionary
Sunday 9am to 10.30pm per hour	1,221	£70.00	£75.00	E	Discretionary

## Public Health

### Water Testing Charges

#### Private water supply

a) Private water supply sample (each visit)= officer hourly rate plus PLUS all associated external sampling, laboratory and reporting costs

Record	2025/26 Charge	2026/27 Charge	VAT	Statute
1,027	£100.00	£104.00	O	Statutory

## Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

							VATII
							O 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			
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			O 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			O Statutory
d)	Granting an Authorisation (per authorisation) = officer hourly rate, PLUS all associated external costs	1,030	£63.50	£66.00			O 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			O 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			O Statutory

## Rodent & Pest Control

### Rodent and Pest Control

#### Pest Control

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Bedbugs (based on a 3 bedroom property, more than 3 bedrooms subject to survey)	1,260	£135.00	£0.00	S	Discretionary
Fleas, Cockroaches etc. (based on a 3 bedroom property, more than 3 bedrooms subject to survey)	327	£105.00	£0.00	S	Discretionary
Mice (Up to 3 visits)	326	£80.00	£0.00	S	Discretionary
Rats (Up to 3 visits)	325	£65.00	£0.00	S	Discretionary
Wasps (per visit)	1,629	£80.00	£0.00	S	Discretionary

## Stray Dogs

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

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Plus Kennelling of £30/day, if the owner wants their dog delivered back to them £40, and any vet fees incurred £295 charged in addition		£235.00	£250.00	O	Discretionary

## SAT

# Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

VATII

## Spelride Accessible Transport (S A T)

### Membership

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Annual	758	£24.00	£25.00	Z	Discretionary

### Spelride

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
Per Single Trip	759	£5.00	£6.00	Z	Discretionary
Return Trip	760	£9.00	£10.00	Z	Discretionary

## Taxi Licensing

### Taxi Licensing fee structure

#### Cancellation of booked appointment fee

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
	1,718	£44.00	£46.00	O	Discretionary

#### Change of Vehicle

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
	1,707	£180.00	£189.00	O	Discretionary

#### DBS

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
	1,717	£48.50	£48.50	O	Discretionary

#### Discounted HC vehicle with wheelchair accessibility

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
	1,709	£128.50	£149.00	O	Discretionary

#### Discounted PH vehicle with wheelchair accessibility

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
	1,708	£130.00	£137.00	O	Discretionary

#### English & Numeracy Test & Retest

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute
	1,716	£32.00	£34.00	O	Discretionary

#### Hackney Carriage Conditions Test & Retest

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute

# Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

	Record	2025/26 Charge	2026/27 Charge	VAT	Statute	VATII
	1,713	£54.00	£57.00	O	Discretionary	O
<b>Hackney Carriage Geographic Test &amp; Retest</b>	<a href="#">Record</a>	<a href="#">2025/26 Charge</a>	<a href="#">2026/27 Charge</a>	<a href="#">VAT</a>	<a href="#">Statute</a>	<a href="#">VATII</a>
	1,712	£76.00	£80.00	O	Discretionary	O
<b>New Driver Hackney Carriage (1 year)</b>	<a href="#">Record</a>	<a href="#">2025/26 Charge</a>	<a href="#">2026/27 Charge</a>	<a href="#">VAT</a>	<a href="#">Statute</a>	<a href="#">VATII</a>
	1,696	£249.00	£275.00	O	Discretionary	O
<b>New Driver Hackney Carriage (3 year)</b>	<a href="#">Record</a>	<a href="#">2025/26 Charge</a>	<a href="#">2026/27 Charge</a>	<a href="#">VAT</a>	<a href="#">Statute</a>	<a href="#">VATII</a>
	1,697	£429.00	£464.00	O	Discretionary	O
<b>New Driver Private Hire (1 year)</b>	<a href="#">Record</a>	<a href="#">2025/26 Charge</a>	<a href="#">2026/27 Charge</a>	<a href="#">VAT</a>	<a href="#">Statute</a>	<a href="#">VATII</a>
	1,698	£253.00	£280.00	O	Discretionary	O
<b>New Driver Private Hire (3 year)</b>	<a href="#">Record</a>	<a href="#">2025/26 Charge</a>	<a href="#">2026/27 Charge</a>	<a href="#">VAT</a>	<a href="#">Statute</a>	<a href="#">VATII</a>
	1,699	£429.00	£466.00	O	Discretionary	O
<b>Operators 1 year</b>	<a href="#">Record</a>	<a href="#">2025/26 Charge</a>	<a href="#">2026/27 Charge</a>	<a href="#">VAT</a>	<a href="#">Statute</a>	<a href="#">VATII</a>
	1,710	£367.00	£385.00	O	Discretionary	O
<b>Operators 5 year</b>	<a href="#">Record</a>	<a href="#">2025/26 Charge</a>	<a href="#">2026/27 Charge</a>	<a href="#">VAT</a>	<a href="#">Statute</a>	<a href="#">VATII</a>
	1,711	£1,030.00	£1,082.00	O	Discretionary	O
<b>Private Hire Conditions Test &amp; Retest</b>	<a href="#">Record</a>	<a href="#">2025/26 Charge</a>	<a href="#">2026/27 Charge</a>	<a href="#">VAT</a>	<a href="#">Statute</a>	<a href="#">VATII</a>
	1,714	£54.00	£57.00	O	Discretionary	O
<b>Private Hire Geographic Test &amp; Retest</b>	<a href="#">Record</a>	<a href="#">2025/26 Charge</a>	<a href="#">2026/27 Charge</a>	<a href="#">VAT</a>	<a href="#">Statute</a>	<a href="#">VATII</a>
	1,715	£54.00	£57.00	O	Discretionary	O
<b>Reissue of PH/HC driver or vehicle licence due to any other reason</b>	<a href="#">Record</a>	<a href="#">2025/26 Charge</a>	<a href="#">2026/27 Charge</a>	<a href="#">VAT</a>	<a href="#">Statute</a>	<a href="#">VATII</a>
	1,719	£29.00	£30.00	O	Discretionary	O

# Fees and Charges

Printed Date: 19/01/2026

Last modified: 19/01/2026

VATII

## Renewal Driver Hackney Carriage (1 year)

Record	2025/26 Charge	2026/27 Charge	VAT	Statute
1,700	£233.00	£260.00	O	Discretionary

## Renewal Driver Hackney Carriage (3 year)

Record	2025/26 Charge	2026/27 Charge	VAT	Statute
1,701	£468.00	£505.00		Discretionary

## Renewal Driver Private Hire (1 year)

Record	2025/26 Charge	2026/27 Charge	VAT	Statute
1,703	£236.00	£262.00	O	Discretionary

## Renewal Driver Private Hire (3 year)

Record	2025/26 Charge	2026/27 Charge	VAT	Statute
1,704	£457.00	£494.00	O	Discretionary

## Replacement of plates

Record	2025/26 Charge	2026/27 Charge	VAT	Statute
1,720	£27.00	£28.00		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	2025/26 Charge	2026/27 Charge	VAT	Statute
1,702	£234.00	£246.00	O	Discretionary

## Vehicle Hackney Carriage

Record	2025/26 Charge	2026/27 Charge	VAT	Statute
1,705	£260.00	£287.00	O	Discretionary

## Vehicle Private Hire

Record	2025/26 Charge	2026/27 Charge	VAT	Statute
1,706	£257.00	£270.00	O	Discretionary