

## SCALE OF FEES AND CHARGES 2019/20

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	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
<b>ALLOTMENTS</b>				Cabinet	No VAT
Rent (per annum) per square metre Note: 20% concession for Junior/60+/Unemployed	0.42	0.44	0.02		
<b>BULKY RECYCLING</b>				Cabinet	No VAT
1-3 Items non reusable/waste items	35.00	37.50	2.50		
4-6 Items non reusable/waste items	55.00	60.00	5.00		
7-9 Items non reusable/waste items	70.00	75.00	5.00		
Additional items non reusable/waste items	10.00	11.00	1.00		
Reusable items	Free	Free	N/A		
<b>BUS DEPARTURE CHARGES</b>				Cabinet	Plus VAT
Fee per departure	0.21	0.22	0.01		
<b>CAR PARKS</b>					
<b>Charges for Infringements</b>					No VAT
Civic parking enforcement - higher charge	70.00	70.00	-		
Civic parking enforcement - lower charge	50.00	50.00	-		
<b>Discount for block purchase of permits</b>					
Discount for purchase of 10 or more permits	10%	10%	-		
Discount for purchase of 20 or more permits	20%	20%	-		
Cost per quarterly permit if 100 plus Band A permits purchased (subject to minimum 1 year term)	170.00	170.00	-		VAT Incl.
Cost per quarterly permit if 100 plus Band C permits purchased (subject to minimum 1 year term)	110.00	110.00	-		VAT Incl.
<b>Construction permit (max of 1 week permit)</b>					VAT Incl.
Initial day rate	15.00	15.00	-		
Additional days	6.00	6.00	-		
<b>Bankside</b>				Cabinet	VAT Incl.
Season ticket - per quarter	150.00	150.00	-		
Each additional permit for the same numbered bay - per quarter	25.00	25.00	-		
Overnight quarterly permit	60.00	60.00	-		
<b>Blackfriars (Zone C)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	-		
Up to 2 hours	1.50	1.50	-		
Up to 3 hours	2.00	2.00	-		
Up to 4 hours	2.50	2.50	-		

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
Up to 6 hours	3.00	3.00	-		
6 hours to 24 hours	3.50	3.50	-		
Season ticket - per quarter	150.00	150.00	-		
Overnight 3pm to 8am	1.00	1.00	-		
Overnight quarterly permit	60.00	60.00	-		
Bank Holiday	N/A	1.00	New		
Event Parking	N/A	1.00	New		
<b>Cherry Orchard (Zone B)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	-		
Up to 2 hours	1.90	1.90	-		
Up to 3 hours	2.80	2.80	-		
Up to 4 hours	4.00	4.00	-		
4 hours to 24 hours	5.20	5.20	-		
Season ticket - per quarter	230.00	230.00	-		
Overnight 3pm to 8am	1.00	1.00	-		
Overnight quarterly permit	60.00	60.00	-		
Bank Holiday	N/A	1.00	New		
Event Parking	N/A	1.00	New		
<b>Civic Offices - Saturdays Only (Zone A)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	-		
Up to 2 hours	1.90	1.90	-		
Up to 3 hours	2.80	2.80	-		
Up to 4 hours	4.00	4.00	-		
Event Parking	N/A	1.00	New		
<b>Corporation Street/Merrial Street (Zone A)</b>				Cabinet	VAT Incl.
Up to 1/2 hour	0.80	0.80	-		
Up to 1 hour	1.50	1.50	-		
Overnight 3pm to 8am	1.00	1.00	-		
Overnight quarterly permit	60.00	60.00	-		
Bank Holiday	N/A	1.50	New		
Event Parking	N/A	1.50	New		
<b>Fogg Street East (Zone A)</b>					
Season ticket - per quarter	230.00	230.00	-	Cabinet	VAT Incl.
Each additional permit for the same numbered bay - per quarter	25.00	25.00	-		
Overnight quarterly permit	60.00	60.00	-		
<b>Goose Street (Zone B)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	-		
Up to 2 hours	1.90	1.90	-		
Up to 3 hours	2.80	2.80	-		
Up to 4 hours	4.00	4.00	-		
4 hours to 24 hours	5.20	5.20	-		
Season ticket - per quarter	230.00	230.00	-		

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	<b>£.p</b>	<b>£.p</b>	<b>£.p</b>		
Overnight 3pm to 8am	1.00	1.00	-		
Overnight quarterly permit	60.00	60.00	-		
Bank Holiday	N/A	1.00	New		
Event Parking	N/A	1.00	New		
<b>Hassell Street (Zone B)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	-		
Up to 2 hours	1.90	1.90	-		
Up to 3 hours	2.80	2.80	-		
Up to 4 hours	4.00	4.00	-		
4 hours to 24 hours	5.20	5.20	-		
Season ticket - per quarter	230.00	230.00	-		
Resident permit - per quarter	50.00	50.00	-		
Overnight 3pm to 8am	1.00	1.00	-		
Overnight quarterly permit	60.00	60.00	-		
Bank Holiday	N/A	1.00	New		
Event Parking	N/A	1.00	New		
<b>High Street (Rear of)</b>				Cabinet	VAT Incl.
Season ticket - per quarter	230.00	230.00	-		
Each additional permit for the same numbered bay - per quarter	25.00	25.00	-		
Overnight quarterly permit	60.00	60.00	-		
<b>King Street (Zone C)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	-		
Up to 2 hours	1.50	1.50	-		
Up to 3 hours	2.00	2.00	-		
Up to 4 hours	2.50	2.50	-		
Up to 6 hours	3.00	3.00	-		
6 hours to 24 hours	3.50	3.50	-		
Season Ticket - per quarter	150.00	150.00	-		
Overnight 3pm to 8am	1.00	1.00	-		
Overnight quarterly permit	60.00	60.00	-		
Bank Holiday	N/A	1.00	New		
Event Parking	N/A	1.00	New		
<b>Lyme Valley</b>				Cabinet	VAT Incl.
Up to 2 hours	Free	Free	N/A		
Up to 3 hours	3.20	3.20	-		
Up to 3 hours – Buckmaster Ave	N/A	Free	New		
Up to 4 hours	4.25	4.25	-		
4 - 24 hours	6.00	6.00	-		
Lyme Valley A34 Season Ticket - per quarter	N/A	1500.00	New		
Lyme Valley Buckmaster Ave - Season Ticket - per quarter	N/A	150.00	New		
Lyme Valley - LymeValley Road Season Ticket - per quarter	N/A	150.00	New		

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Bank Holiday	N/A	Free	New		
<b>Midway (Zone A)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.10	1.10	-		
Up to 2 hours	2.10	2.10	-		
Up to 3 hours	3.20	3.20	-		
Up to 4 hours	4.25	4.25	-		
Up to 24 hours	6.00	6.00	-		
Season ticket - per quarter	230.00	230.00	-		
Overnight 3pm to 8am (closed at 9pm Mon-Sat and 5.30pm on Sunday))	1.00	1.00	-		
Overnight quarterly permit	60.00	60.00	-		
Bank Holiday	N/A	1.10	New		
Event Parking	N/A	1.10	New		
<b>Ryecroft (Zone B)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.10	1.10	-		
Up to 2 hours	2.10	2.10	-		
Up to 3 hours	3.20	3.20	-		
Up to 4 hours	4.25	4.25	-		
Up to 24 hours	6.00	6.00	-		
Overnight 3pm to 8am	N/A	1.10	New		
Bank Holiday	N/A	1.10	New		
Business Improvement District Permits (Area C)	N/A	170.00	New		
Event Parking	N/A	1.10	New		
<b>School Street/Barracks Road (Zone B)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	-		
Up to 2 hours	1.90	1.90	-		
Up to 3 hours	2.80	2.80	-		
Season ticket - per quarter	230.00	230.00	-		
Overnight 3pm to 8am	1.00	1.00	-		
Overnight quarterly permit	60.00	60.00	-		
Bank Holiday	N/A	1.00	New		
Event Parking	N/A	1.00	New		
<b>Silverdale Road (Zone C)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	-		
Up to 2 hours	1.50	1.50	-		
Up to 3 hours	2.00	2.00	-		
Up to 6 hours	3.00	3.00	-		
6 hours to 24 hours	3.50	3.50	-		
Season ticket - per quarter	150.00	150.00	-		
Resident permit - per quarter	60.00	60.00	-		
Overnight 3pm to 8am	1.00	1.00	-		
Overnight quarterly permit	60.00	60.00	-		
Bank Holiday	N/A	1.00	New		
Event Parking	N/A	1.00	New		

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<b>Windsor Street (Zone B)</b>				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	-		
Up to 2 hours	2.00	2.00	-		
Season ticket - after school (30 minutes)	30.00	30.00	-		
Overnight 3pm to 8am	1.00	1.00	-		
Overnight quarterly permit	60.00	60.00	-		
Bank Holiday	N/A	1.00	New		
Event Parking	N/A	1.00	New		
<b>CEMETERIES</b>					
<b>Interment Fees</b>				Cabinet	No VAT
Under 16 years of age	Free	Free	N/A		
16 years & over	857.00	896.00	39.00		
Woodland burial - Keele Cemetery (1 full interment only in each grave)	456.00	477.00	21.00		
Cremated remains at 2 feet	375.00	392.00	17.00		
Woodland burial cremated remains at 2 feet - Keele Cemetery (4 interments only in each grave)	375.00	392.00	17.00		
Additional depth for cremated remains over 2 feet	134.00	140.00	6.00		
Additional depth over 6 feet per foot	144.00	150.00	6.00		
<b>Purchase of Graves</b> (includes right to erect memorial for single grave)				Cabinet	No VAT
Exclusive Right of Burial & Memorialisation for a Single Grave	1,155.00	1,207.00	52.00		
Lawn Graves Reservation	1,155.00	1,207.00	52.00		
Exclusive Right of Burial in a Woodland Grave at Keele Cemetery (1 full interment only in each grave plus memorial tree)	851.00	889.00	38.00		
Reservation of Woodland Grave	851.00	889.00	38.00		
Exclusive Right of Burial and Memorialisation in a Cremated Remains Grave at 2ft	571.00	597.00	26.00		
Reservation of a Cremated Remains Grave	571.00	597.00	26.00		
Exclusive Right of Burial in a Woodland Cremated Remains Grave, Keele Cemetery at 2ft Inclusive of a Shrub	571.00	597.00	26.00		
Reservation of Woodland Cremated Remains Grave	571.00	597.00	26.00		
Renewal of exclusive right of burial & memorialisation (full grave)	546.00	571.00	25.00		
Renewal of exclusive right of burial & memorialisation (cremated remains grave)	274.00	286.00	12.00		
Transfer of ownership of exclusive rights of burial & memorialisation	87.00	91.00	4.00		
Duplicate deed of exclusive rights of burial & memorialisation	46.00	48.00	2.00		
<b>Erection of Memorials (no prior right given)</b>				Cabinet	No VAT
Memorial not exceeding 3 feet in height	140.00	146.00	6.00		
Replacement memorial	47.00	49.00	2.00		

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<b>Columbarium</b>				Cabinet	No VAT
10 year lease including 1st interment	530.00	554.00	24.00		
2nd interment	74.00	77.00	3.00		
Renewal of 10 year lease	265.00	277.00	12.00		
Additional 5 year lease	265.00	277.00	12.00		
<b>Use of Chapel &amp; Community Room</b>				Cabinet	No VAT
Newcastle cemetery chapel	77.00	77.00	-		
Keele community room - service	77.00	77.00	-		
Keele community room - full day hire	75.00	75.00	-		
Keele community room - half day hire	40.00	40.00	-		
Keele community room - per hour hire	15.00	15.00	-		
<b>Private Maintenance of Grave Non-Lawn Types</b>				Cabinet	No VAT
Turfing	46.00	48.00	2.00		
Spring/summer planting & maintenance	96.00	100.00	4.00		
<b>Sundry Items</b>				Cabinet	VAT Incl.
Single abstract information from registrar	66.00	69.00	3.00		
Family history research	21.00	22.00	1.00		
Caskets	79.00	83.00	4.00		
Wooden cross	45.00	47.00	2.00		
Memorial benches	685.00	716.00	31.00		
Memorial benches - maintenance By request (cleaning & staining)	159.00	166.00	7.00		
Memorial trees	350.00	366.00	16.00		
Barrier fob replacements	10.00	10.00	-		
<b>COVENANT CONSENTS</b>				Cabinet	No VAT
Covenant consents	125.00	130.00	5.00		
<b>CREMATORIUM</b>					
<b>Cremation Fees</b>				Cabinet	No VAT
Under 16 years of age	Free		N/A		
16 years & over 9.20am service time only	437.00	457.00	20.00		
16 years & over from 10am	644.00	673.00	29.00		
Cremation environmental charge	68.00	71.00	3.00		
Use of TV for DVD photographs or 3-5 minute films	22.00	23.00	1.00		
Burial of remains cremated elsewhere	198.00	207.00	9.00		
Chapel hire - additional use to cremation service	77.00	77.00	-		
<b>Urns &amp; Containers</b>				Cabinet	VAT Incl.
Oak casket	79.00	83.00	4.00		
Postage & packaging	Cost	Cost	N/A		

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<b>Memorialisation</b>				Cabinet	VAT Incl.
Book of remembrance per line (up to 3 lines)	30.00	31.00	1.00		
Book of remembrance for 4 lines	100.00	105.00	5.00		
Book of remembrance for 5 lines	129.00	135.00	6.00		
Book of remembrance for 6 lines	157.00	164.00	7.00		
Book of remembrance for 7 lines	185.00	193.00	8.00		
Book of remembrance for 8 lines	215.00	225.00	10.00		
Simple floral emblem	87.00	91.00	4.00		
Coat of arms, badges, ornate floral emblem	120.00	125.00	5.00		
Additional lines of inscription for cards/books	30.00	31.00	1.00		
<b>Plaques</b>				Cabinet	VAT Incl.
12" x 4" new plaque & 10 year hire	325.00	340.00	15.00		
Each succeeding 10 year hire	130.00	136.00	6.00		
12" x 8" new plaque & 10 year hire	651.00	680.00	29.00		
Each succeeding 10 year hire	261.00	273.00	12.00		
24" x 8" each succeeding 10 year hire	520.00	543.00	23.00		
Adding to existing plaque per letter or figure	6.00	6.00	-		
Regilding existing letters	4.00	4.00	-		
<b>Additional Memorials</b>				Cabinet	VAT Incl.
Memorial benches	685.00	716.00	31.00		
Memorial benches maintenance by request (cleaning & staining)	159.00	166.00	7.00		
Memorial vases	318.00	332.00	14.00		
Each succeeding 5 year hire	191.00	200.00	9.00		
Vases various – small	Various	Various	N/A		
Planters	735.00	768.00	33.00		
Each succeeding 5 year hire	299.00	312.00	13.00		
Trees	628.00	656.00	28.00		
Each succeeding 10 year hire	327.00	342.00	15.00		
Additional plaques	79.00	83.00	4.00		
Shrubs (inclusive of aluminium vase)	348.00	364.00	16.00		
Each succeeding 5 year hire	149.00	156.00	7.00		
Donations Memorial Fish/Bulbs	Various	Various	N/A		
<b>CIRCUSES &amp; FAIRS</b>				Cabinet	No VAT
Hire rate per day of site presence (based on an 8 hour day - 1 day to set up & 1 day to dismantle free of charge)	620.00	640.00	20.00		
Returnable deposit - cleaning	900.00	920.00	20.00		
Returnable deposit - damage	900.00	920.00	20.00		
<b>DOG WARDEN SERVICE</b>					
Event equipment hire	25% of cost	25% of cost	N/A	Cabinet	VAT Incl.



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<b>Recovery of Stray Dogs</b> During normal working hours - reclaim fee Daily kennelling fees	70.00 Cost	70.00 Cost	- N/A	Cabinet	No VAT
<b>ELECTIONS</b>					
<b>Rule 9(1) Parliamentary Election Regulations &amp; Rule/Reg 9 (1) European Parliamentary Election Regulations - Candidates' Deposits</b> Parliamentary election candidate	500.00	500.00	-	Statutory	No VAT
<b>Regulations 48 &amp; 49 Representation of the People Regulations 2001</b> <b>Supply of Full Register</b> Sale of full register (printed) Plus per 1,000 names or part 1,000 (printed) Sale of full register (data) Plus per 1,000 names or part 1,000 (data) List of overseas electors (printed) Plus per 100 names or part 100 (printed) List of overseas electors (data) Plus per 100 names or part 100 (data)	10.00 5.00 20.00 1.50 10.00 5.00 20.00 1.50	10.00 5.00 20.00 1.50 10.00 5.00 20.00 1.50	- - - - - - - -	Statutory	No VAT
<b>Supply of Edited Register</b> Sale of edited register (printed) Plus per 1,000 names or part 1,000 (printed) Sale of register (data) Plus per 1,000 names or part 1,000 (data)	10.00 5.00 20.00 1.50	10.00 5.00 20.00 1.50	- - - -	Statutory	No VAT
<b>Regulations 120 Representation of the People Regulations 2001</b> Supply of Marked Register Supply of marked registers (printed) Plus per 1,000 entries or part 1,000 Supply of marked registers (data) Plus per 1,000 entries or part 1,000	10.00 2.00 10.00 1.00	10.00 2.00 10.00 1.00	- - - -	Statutory	No VAT
<b>Inspection &amp; Copies of Documents</b> Regulation 10 representation of the people regulations 2001 - inspection of candidates expenses A4 - copies (black & white)	5.00 0.50	5.00 0.20	- -0.30	Statutory	No VAT
<b>Parish Elections</b> <i>Borough Council Election taking place on the same day:</i> - Parish specific printing / postage costs	N/A	Market rate + 5% admin	New		No VAT

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- Room hire - Staffing costs (polling & count)  Parish Election on different day i.e. by-election - printing, postage, stationery, room hire costs and other associated costs  - polling station / count staff cost  Uncontested Parish Election Administration Fee	N/A       N/A   N/A	50% of cost 50% of staffing rate  Market rate + 5% admin Standard NULBC staffing rates 100.00	   New  New  New		
<b>ENVIRONMENTAL HEALTH</b>					
<b>Works in default of statutory notice</b> Calculated in accordance with the following formula - a) Contractor costs b) Officer costs (per hour at actual rate) c) Car mileage & subsistence d) On costs (b+c) + 25% e) Disbursements (e.g. warrant application, postage, printing, cost of invoice etc.) Total = a+d+e+ interest on outstanding balance as determined by council at start of financial year	Per Formula	Per Formula	N/A	Cabinet	No VAT
<b>Commercial Hire of Monitoring equipment</b> Phocheck PID (per 7 days exc carriage costs)	138.00	141.00	3.00	Cabinet	Plus VAT
Bruel & Kjaer Matron 2250 sound level meter, with sound recording & 1/1 & 1/3 octave frequency analysis module & calibration certificate (memory card to be supplied by client)	214.00	218.00	4.00		
Outdoor gear for use with matron 2250 (per 7 days excl. carriage costs)	51.00	52.00	1.00		
Bruel & Kjaer Matron Type 4231 Calibrator with calibration certificate (per 7 days excl. carriage costs)	11.20	11.40	0.20		
<b>Environmental Offences - Fixed Penalty Notices</b>				Statutory	No VAT
Waste receptacles - Section 47ZA(2) (paid in 10 days)	75.00	60.00	- 15.00		
Waste receptacles - Section 47ZA(2) (paid in 14 days)	100.00	80.00	- 20.00		
Failure to produce authority (waste transfer notes) - section 5B2	300.00	300.00	-		
Failure to furnish documentation (waste carrier licence) - Section 34(2)	300.00	300.00	-		
Litter - Section 88(1) (paid in 10 days)	50.00	75.00	25.00		
Litter - Section 88(1) (paid in 14 days)	75.00	100.00	25.00		

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Unauthorised distribution of literature on designated land - Schedule 3A (7)2 (paid in 10 days)	50.00	75.00	25.00		
Unauthorised distribution of literature on designated land - Schedule 3A (7)2 (paid in 14 days)	75.00	100.00	25.00		
Failure to comply with a Community Protection Notice or Public Spaces Protection Order (paid in 10 days)	75.00	75.00	-	Cabinet	
Failure to comply with a Community Protection Notice or Public Spaces Protection Order (paid in 14 days)	100.00	100.00	-	Cabinet	
Littering from vehicles outside of London (Keepers: Civil Penalties) Regulations 2018 , Regulation 6 (Paid in 10 days)	N/A	75.00	New		
Littering from vehicles outside of London (Keepers: Civil Penalties) Regulations 2018 , Regulation 6 (Paid in 14 days)	N/A	100.00	New	Pubic Protection Committee	
Graffiti and Fly Posting (Anti-Social Behaviour Act 2003 - Section 43)	N/A	100.00	New		
Fly tipping (The Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016 which amends Environmental Protection Act 1990 "33ZA Fixed penalty notices for contravention of section 33(1)(a): England (paid in 10 days)	N/A	350.00	New		
Fly tipping (The Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016 which amends Environmental Protection Act 1990 "33ZA Fixed penalty notices for contravention of section 33(1)(a): England (paid in 14 days)	N/A	400.00	New		
Vehicle repair & sale offences (Clean Neighbourhoods and Environment Act 2005, Sections 3 & 4	N/A	100.00	New		
Industrial and Commercial Waste Offences (Environmental Protection Act 1990 - Section 47ZA	N/A	100.00	New		
FPN for abandoned vehicles	200.00	200.00	-		
<b>Environmental Protection Act 1990 - Part 1 Pollution Prevention &amp; Control Act 1999 Register of Permits</b>				Cabinet	No VAT
Copy of list of applications received	16.40	17.00	0.60		
Copy of a register entry	16.40	17.00	0.60		
Copy of tape/CD recorded interviews	15.30	16.00	0.70		
Environmental Information Regulations 1992 (requests for information), Charge per Hour (ICO guidance)	25.00	25.00	-	ICO Guidance	
Noise monitoring service for Registered Social Landlords & Private Landlords for 1 period of up to 7 days & subsequent report & copy of recording	266.00	270.00	4.00		
Noise monitoring service for Aspire Housing for 1 period of up to 7 days & subsequent report & copy of recording	266.00	270.00	4.00		

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
<b>Environmental Health Licences</b>				Cabinet	No VAT
Pet shop - first licence	290.00		New		
Pet shop - renewal	122.00		New		
Dog breeding establishment - first licence	290.00		New		
Dog breeding establishment - renewal	122.00		New		
Animal boarding establishment - first licence	290.00		New		
Animal boarding establishment - renewal	122.00		New		
Riding establishment - first licence	530.00		New		
Riding establishment - renewal	290.00		New		
Dangerous wild animals - first licence	480.00		New		
Dangerous wild animals - renewal	265.00		New		
Zoo - first licence	On request		New		
Zoo - renewal	On request		New		
Selling animals as Pets – Grant new licence	N/A	295.00	New		
Selling animals as Pets – Renew licence	N/A	260.00	New		
Selling animals as Pets – Grading review (no visit)	N/A	55.00	New		
Selling animals as Pets – Variation	N/A	80.00	New		
Animal Boarding – Grant new licence	N/A	295.00	New		
Animal Boarding – Renew licence	N/A	260.00	New		
Animal Boarding – Grading review (no visit)	N/A	55.00	New		
Animal Boarding – Variation	N/A	80.00	New		
Hiring out horses – Grant new licence Exc Vet Fee	N/A	525.00	New		
Hiring out horses – Renew licence Exc Vet Fee	N/A	460.00	New		
Hiring out horses – Grading review (no visit)	N/A	55.00	New		
Hiring out horses – Variation	N/A	80.00	New		
Hiring out horses – Annual horse check	N/A	260.00	New		
Breeding Dogs – Grant new licence	N/A	475.00	New		
Breeding Dogs – Renew licence	N/A	410.00	New		
Breeding Dogs – Grading review (no visit)	N/A	55.00	New		
Breeding Dogs – Variation	N/A	80.00	New		
Keeping or training animals for exhibition - Grant new licence (3yrs)	N/A	160.00	New		
Keeping or training animals for exhibition - Renew licence (3yrs)	N/A	160.00	New		
Keeping or training animals for exhibition - Variation	N/A	80.00	New		
Re-inspection	N/A	80.00	New		
Registration of premises for acupuncture, tattooing, cosmetic piercing, electrolysis & semi-permanent skin colouring	140.00	143.00	3.00		
Registration of each operative	85.00	87.00	2.00		
Additional treatment registration	70.00	72.00	2.00		
Export health certificates	150.00	153.00	3.00		

	Fee/ Charge 2018/19 £.p	Fee/ Charge 2019/20 £.p	Increase / Decrease £.p	Committee Approval/ Comments	VAT Status
Charges for Authorised Process - Local Authority Pollution Prevention Control Act The scale of charges is set by DEFRA annually after consultation with Local Authorities, representatives of industry and other stakeholders. The scale of charges is designed to cover the regulatory and administrative costs (including visits, administration, advice and time) to the regulator arising from each process. The 2018/19 charges are to be advised by DEFRA in February 2018.				Statutory	
Factual Statements (Food Safety Act, Health & Safety at Work Act, Environmental Protection Act)				To be advised by DEFRA	
Charge for factual statements - additional time	130.00	135.00	5.00	Cabinet	
Charge for factual statements - disclosure of documents	67.50	70.00	2.50		
<b>Private Water Supplies</b>				Statutory	No VAT
	18.70/ hour + mileage	Hourly charge out rate for officer plus mileage			
Risk assessment (per hour, plus mileage)			N/A		
Sampling	100.00		N/A		
Investigation	100.00		N/A		
Authorisation	100.00		N/A		
Analysis - during Regulation 10	25.00		N/A		
Analysis - during check monitoring	100.00	Laboratory cost	N/A		
Analysis - during audit monitoring	500.00		N/A		
<b>Swimming Pools</b>				Cabinet	No VAT
Sampling of pool water - per annum	645.00	657.00	12.00		
Sampling of pool water - one sample	64.50	65.50	1.00		
<b>Food Hygiene Rating Scheme</b>					
Food Hygiene Rating Scheme inspection	160.00	195.00	35.00	Public Protection	No VAT
<b>Environmental Health Commercial Support (SRS)</b>					
Food Safety Direct	N/A	195.00 Officer	New		VAT
Licensing Direct	N/A	Hourly rate	New		VAT
<b>FACILITIES MANAGEMENT</b>					
NULBC delivery of Facilities Management services to Community Centres on full repairing leases and Kidsgrove Town Council. Calculated in accordance with the following formula - a) Contractor costs + b) Officer costs for administration and management + c) Car mileage & subsistence + d) On costs + 3%	As per formula	As per formula	N/A	Cabinet	Plus VAT

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
<b>GARDEN WASTE RECYCLING</b>				Cabinet	No VAT
Garden waste service - one bin	N/A	36.00	New		
Every additional garden waste bin	N/A	30.00	New		
Delivery of each additional garden waste bin	N/A	25.00	New		
<b>HIRE OF ROOMS (KIDSGROVE)</b>				Cabinet	VAT Incl.
<b>Standard rates:</b>					
Room 1 – per day (Mon & Fri)	15.50	20.00	4.50		
Room 1 – per half day (Tues & Thurs pm)	8.00	10.00	2.00		
<b>Local statutory bodies:</b>					
Room 1 – per day (Mon & Fri)	13.50	15.00	1.50		
Room 1 – per half day (Tues & Thurs pm)	7.00	8.50	1.50		
<b>Voluntary &amp; community sector:</b>					
Room 1 – per day (Mon & Fri)	7.50	10.00	2.50		
Room 1 – per half day (Tues & Thurs pm)	5.50	7.00	1.50		
<b>LAND CHARGES</b>				Cabinet	CON29 – Plus VAT, LLC1 – No VAT
Residential LLC1 – land charges register search only	29.00	33.00	4.00		
Commercial LLC1 – land charges register search only	76.00	82.75	6.75		
Residential – Con 29R (conveyancer search)	87.00	99.00	12.00		
Commercial – Con 29R (conveyancer search)	228.00	248.25	20.25		
Residential – full standard search (LLC1 & Con 29R)	116.00	132.00	16.00		
Commercial – full standard search (LLC1 & Con 29R)	304.00	331.00	27.00		
Con 290 – (conveyancer optional form) each enquiry	25.00	28.50	3.50		
Each additional enquiry	Cost	Cost	N/A		
Residential – additional parcel of land	58.00	66.00	8.00		
Commercial – additional parcel of land	152.00	165.00	13.00		
<b>LEISURE CHARGES</b>					
<b>Sport &amp; Football Development</b>				Cabinet	No VAT
Mini kickers per block	24.00	25.00	1.00		
Sports Development Activities up to 2 hours	3.30	3.50	0.20		
<b>Jubilee 2</b>					
Equipment Resale				Portfolio Holder	
Saleable items	Market value	Market Value	N/A		VAT Incl.

	Fee/ Charge 2018/19 £.p	Fee/ Charge 2019/20 £.p	Increase / Decrease £.p	Committee Approval/ Comments	VAT Status
Equipment Hire	N/A	Market Value	New	Cabinet	VAT Incl.
<i>Lyme Card Concession Scheme</i> Lyme Card concession scheme yearly membership	5.10	5.50	0.40		
<i>Aqua Sauna (includes access to swimming pool)</i> Adult - Lyme Card	10.20	10.50	0.30	Cabinet	VAT Incl.
Concession (18+) - Lyme Card	7.65	7.90	0.25		
Instructed Courses				Cabinet	No VAT
Junior – 6 x 45 minute sessions	36.00	37.00	1.00		
Adult – 3 x 45 minute sessions	36.00	37.00	1.00		
Active1 5-11 years: Swimming and climbing sessions (parental supervision)	N/A	12.00	New		VAT Incl.
Active2 12-16 years: Swimming , gym*, and appropriate classes (14 years and above with a paying Adult)	N/A	16.00	New		VAT Incl.
*Access between the hours Monday – Thursday 3.30-4.30 pm, Friday, 3.00-8.00 pm. Saturday & Sunday 1.00-8.00pm					
<i>ClubLyme Membership Charges Adults</i> <i>(including gym, classes, swim, climbing, aqua sauna, table tennis)</i>				Cabinet	VAT Incl.
Joining fee (includes inductions) (16 years +) (one off fee - includes key)	20.00	20.00	-		
Off peak (Monday to Friday 6.30am-5pm & weekends) - 6 month minimum contract - payment monthly by direct debit	23.50	24.50	1.00		
Off peak (Monday to Friday 6.30am-5pm & weekends) - no contract - per month	28.50	29.00	0.50		
Off peak (Monday to Friday 6.30am-5pm & weekends) - 12 month membership for price of 11 months - payable in advance	258.50	269.50	11.00		
Peak (Monday to Friday 6.30am-11pm & weekends) - 6 month minimum contract - payment monthly by direct debit.	31.00	31.50	0.50		
Peak (Monday to Friday 6.30am-11pm & weekends) - no contract - per month	36.50	37.50	1.00		
Peak (Monday to Friday 6.30am-11pm & weekends) - 12 month membership for price of 11 months - payable in advance	341.00	346.50	5.50		
Corporate membership – peak (includes Students)	28.00	28.00	-		
Corporate membership - off peak (includes Students)	21.50	21.50	-		
Corporate Budget Membership (restricted hours) (including gym, swim, climbing and classes)	10.00	11.00	1.00		

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
Couple membership 1 DD Minimum Six DD payments membership 15% of standard DD price (new contract must be entered into)	N/A	15%	New		
Three day pass (to be used within 10 days from issue)	10.00	11.00	1.00		
<i>Studio Hire</i>				Cabinet	VAT Incl.
Studio 1	25.50	27.00	1.50		
Studio 2	25.50	27.00	1.50		
Party set up/clean up	12.25	13.00	0.75		
<i>Classes</i>					
Adult - standard	5.50	5.50	-		
Adult - Lyme Card	5.00	5.00	-		
Adult - concession scheme	3.80	3.80	-		
Adult – off peak	3.80	3.80	-		
Junior class - Lyme Card	2.50	2.50	-		
Osteo class - adult only	3.80	3.80	-		
10 class pass 85% of Lyme Card price valid for 30 days from date of purchase	N/A	42.50	New		
<i>Casual Usage (Gym, Swim or Climb)</i>					VAT incl.
Lyme Card Holder % of Standard Price	N/A	90%	New		
10 Visit Pass % of Lyme Card Price (use within 30 days from date of purchase)	N/A	85%	New		
Concession % of Lyme Card price	N/A	75%	New		
Junior % of Lyme Card price	N/A	50%	New		
Standard Price	4.80	5.10	0.30		
Lyme Card Price	4.40	4.60	0.20		
Concession Price	3.30	3.45	0.15		
Junior Price	2.20	2.30	0.10		
Children u3	-	-	-		
10 visit pass any activity 85% of Lyme Card price valid for 30 days from date of purchase	N/A	39.00	New		
Spectators - Lyme Card	Free	Free	N/A		
<i>Swimming Instruction</i>					
<i>Swimming Lessons</i>				Cabinet	No VAT
Adult swimming lesson (30 minutes) - 6 week course	8.25	8.40	0.15		
Junior swimming lesson (30 minutes) - Lyme Card	5.50	5.60	0.10		
<i>Private Lessons</i>				Cabinet	No VAT
1:1 lesson (per 30 minutes) - minimum six lessons	N/A	90.00	New		
<i>Pool Courses</i>				Cabinet	No VAT
Rookie lifeguards (per 2 hour session) - Lyme Card	7.00	9.00	2.00		
Other courses	Market value	Market value	N/A	Portfolio Holder	



	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
<i>Swimming Pool Hire</i>				Cabinet	VAT Incl.
Teaching Pool Hire	55.00	57.50	2.50		
Main Pool Hire - (8 lane) (per lane per hour)	15.00	15.50	0.50		
Additional staff for pool hire (per staff member)	22.00	22.00	-		
Newcastle Amateur Swimming Club - per lane	Negotiable	Negotiable	N/A	Portfolio Holder	
Shelton Therapy Club 60 minute	55.00	55.00	-		
Octopush - 90 minute session	Negotiable	Negotiable	N/A	Portfolio Holder	
Set up fee - galas	22.00	22.00	-		
Time equipment hire - galas	22.00	22.00	-		
Entrust school swimming per half hour per school	30.00	30.00	-		
<i>Parties</i>					VAT Incl.
Pool Party inclusive of 1 hour studio use	N/A	70.00	New		
Climbing Party (six people) inclusive of studio use	N/A	70.00	New		
Additional instructor per six children	N/A	22.00	New		
<b>Bowls</b>				Cabinet	VAT Incl.
Adult	4.10	4.20	0.10		
Junior/60+	2.05	2.10	0.05		
Summer season ticket - adult	58.50	59.50	1.00		
Summer season ticket - junior/60_/unemployed	38.50	39.25	0.75		
Winter season ticket	14.40	14.70	0.30		
Summer/winter season ticket - adult	69.00	70.50	1.50		
Summer/winter season ticket - junior/60+/unemployed	48.50	49.50	1.00		
Merit competition per player - per hour	7.75	8.00	0.25		
Greenage fees for pre-booking (plus playing fee per person)	9.50	9.75	0.25		
<b>Tennis Class A (Westlands, Wolstanton)</b>				Cabinet	VAT Incl.
Adult 30 minutes (per person)	2.55	2.60	0.05		
Adult 1 hour (per person)	4.65	4.75	0.10		
Adult 1 hour (group ticket 4 persons)	14.25	14.55	0.30		
Family ticket 1 hour (up to 4 adults & or 4 children with 2 adults)	8.75	8.95	0.20		
Family ticket 1 hour (1/2 adults & 2/3 children)	5.65	5.75	0.10		
Junior/60+/unemployed 30 minutes (per person)	1.00	1.05	0.05		
Junior/60+/unemployed 1 hour (per person)	2.05	2.10	0.05		
Junior/60+/unemployed 1 hour (group ticket 4 persons)	6.10	6.20	0.10		
Annual tickets - adult (per person)	98.00	100.00	2.00		
Annual tickets - junior/60+/unemployed (per person)	71.00	72.50	1.50		
Monthly ticket - adult (per person)	26.50	27.00	0.50		
Monthly ticket - junior/60+/unemployed (per person)	20.50	21.00	0.50		
Summer ticket (August only) - junior (per person)	15.25	15.50	0.25		

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
<b>Tennis Class B (Chesterton, Silverdale, Birchenwood, Bradwell, Clough Hall)</b>	Free	Free	N/A		
<b>Football (alternate weekly use per season)</b>				Cabinet	No VAT
Birchenwood	780.00	-	N/A		
Wolstanton Marsh Pavilion	540.00	550.00	10.00		
All other pitches	374.50	382.00	7.50		
Junior pitch	60% of fee	60% of fee	N/A		
Mini soccer pitch (unmarked)	218.00	222.00	4.00		
Mini soccer pitch (marked)	306.50	312.50	6.00		
<b>Rugby (alternate weekly use per season)</b>				Cabinet	No VAT
Bathpool	759.00	775.00	16.00		
Lyme Valley	759.00	775.00	16.00		
Clough Hall	759.00	775.00	16.00		
Junior Pitch	60% of fee	60% of fee	N/A		
Rugby (casual use per match)	88.50	90	1.50	Cabinet	VAT Incl.
<b>Concessionary Licences</b>				Cabinet	No VAT
Brampton Park ice cream sales	738.00	750.00	12.00		
Brampton Park use of bouncy castle	738.00	750.00	12.00		
4 Large Parks Northern part of Borough – ice cream	633.00	645.00	12.00		
4 Large Parks Southern part of Borough – ice cream	633.00	645.00	12.00		
<b>Community Events</b>				Cabinet	Plus VAT
Wedding Photos within a park setting	41.00	42.00	1.00		
Advertising within parks	10.00 to 5125.00	10.00 to 5125.00	N/A		Plus VAT
Hire of display boards (delivery, set up & collection)	31.00	32.00	1.00		No VAT
Booking large events - more than 6 months planning	165.00	168.00	3.00		No VAT
Booking medium events - more than 6 months planning (firework displays, carnivals etc.)	82.00	84.00	2.00		No VAT
Booking small events - more than 6 months planning (competitions, fun days, picnics etc.)	31.00	31.50	0.50		No VAT
<b>LICENCES</b>					
<b>General</b>					No VAT
Sex establishments - application fee	3,000.00	3,100.00	100.00	Licensing Committee	
Sex establishments - Renewal	3,000.00	3,100.00	100.00		
Sex establishments - variation	1,000.00	1,050.00	50.00		
Sex establishments - transfer	1,000.00	1,050.00	50.00		
Scrap metal dealer site licence	265.00	270.00	5.00		
Scrap metal dealer collectors licence	210.00	215.00	5.00		

	Fee/ Charge 2018/19 £.p	Fee/ Charge 2019/20 £.p	Increase / Decrease £.p	Committee Approval/ Comments	VAT Status
<b>Gambling Act 2005</b>					No VAT
Lotteries - application fee	40.00	40.00	-	Statutory fees - Licensing Committee	
Lotteries - annual fee	20.00	20.00	-		
Bingo - application fee	3,500.00	3,500.00	-		
Bingo - annual fee	1,000.00	1,000.00	-		
Bingo - application to vary	1,750.00	1,750.00	-		
Bingo – application for transfer	1,200.00	1,200.00	-		
Bingo - application to reinstate	N/A	1,200.00	New		
Track betting - application fee	2,500.00	2,500.00	-		
Track betting - annual fee	1,000.00	1,000.00	-		
Track betting - application to vary	1,250.00	1,250.00	-		
Track betting - application to transfer	920.00	950.00	30.00		
Track betting - application to reinstate	N/A	950.00	New		
Club machine permit - application fee	200.00	200.00	-		
Club machine permit - renewal fee	200.00	200.00	-		
Club machine permit - annual fee	50.00	50.00	-		
Betting premises - application fee	3,000.00	3,000.00	-		
Betting premises - annual fee	600.00	600.00	-		
Betting premises - application to vary	1,500.00	1,500.00	-		
Betting premises - application to transfer	1,200.00	1,200.00	-		
Betting premises - application to reinstate	N/A	1,200.00	New		
Family entertainment centre - application fee	2,000.00	2,000.00	-		
Family entertainment centre - annual fee	750.00	750.00	-		
Family entertainment centre - application to vary	1,000.00	1,000.00	-		
Family entertainment centre - application to transfer	950.00	950.00	-		
Family entertainment centre - application to reinstate	N/A	950.00	New		
Adult gaming centre - application fee	2,000.00	2,000.00	-		
Adult gaming centre - annual fee	1,000.00	1,000.00	-		
Adult gaming centre - application to vary	1,000.00	1,000.00	-		
Adult gaming centre - application to transfer	1,200.00	1,200.00	-		
Adult gaming centre - application to reinstate	N/A	1,200.00	New		
Copy of any of the above licences (lost, stolen, damaged)	25.00	25.00	-		
Notice of Intention – 2 or less gaming machines	50.00	50.00	-		
Licensed Premises Gaming Machine Permits – more than 2 machines	150.00	150.00	-		
Licensed Premises Gaming Machine Permits – more than 2 machines – Variation	100.00	100.00	-		
Licensed Premises Gaming Machine Permits – more than 2 machines – Transfer	25.00	25.00	-		
Licensed Premises Gaming Machine Permits – more than 2 machines – Annual Fee	50.00	50.00	-		
Licensed Premises Gaming Machine Permits – more than 2 machines – Change of Name	25.00	25.00	-		
Licensed Premises Gaming Machine Permits – more than 2 machines – Copy (lost, stolen, damaged)	15.00	15.00	-		

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
Club Gaming/Club Machine Permits – New/Renew	200.00	200.00	-		
Club Gaming/Club Machine Permits for holders of Club Premises Certificates (under LA03) – New/Renew	100.00	100.00	-		
Club Gaming/Club Machine Permit – Annual Fee	50.00	50.00	-		
Club Gaming/Club Machine Permit – Variation	100.00	100.00	-		
Club Gaming/Club Machine Permit – Copy	15.00	15.00	-		
Unlicensed family entertainment centre – 10 years	300.00	300.00	-		
Prize Gaming Permit – New/Renewal	300.00	300.00	-		
Prize Gaming Permit – Change of Name	25.00	25.00	-		
Prize Gaming Permit – Copy (lost, stolen, damaged)	15.00	15.00	-		
Temporary Use Notice (TUN)	125.00	125.00	-		
Casino Small – New application	6,000.00	6,300.00	300.00		
Casino Small – Annual Fee	3,000.00	3,150.00	150.00		
Casino Small - Variation	2,000.00	2,100.00	100.00		
Casino Small – Application for Transfer	1,300.00	1,350.00	50.00		
<b>Private Hire/Hackney Carriage OPERATORS</b>				Public Protection	No VAT
Private hire operators 5 year licence					
1 vehicle	180.00	187.00	7.00		
2-5 vehicles	365.00	380.00	15.00		
6-15 vehicles	640.00	665.00	25.00		
16-25 vehicles	1,710.00	1,780.00	70.00		
26-35 vehicles	2,750.00	2,850.00	100.00		
36-50 vehicles	3,810.00	3,950.00	140.00		
Additional vehicle after 50 vehicles	23.00	24.00	1.00		
<b>DRIVERS</b>					No VAT
Dual Driver Badge - 3 years	240.00	250.00	10.00		
Change of address	20.00	21.00	1.00		
Replacement badge	16.00	17.00	1.00		
Reissue/replacement badge (with amended details)	35.00	36.50	1.50		
DBS (CRB check)	44.00	44.00	-		
DBS (CRB check) online	58.00	64.50	6.50		
Safeguarding training	35.00	36.50	1.50		
Exemption certificates	25.00	26.00	1.00		
Knowledge test	45.00	45.00	-		
Replacement Safeguarding training certificate	N/A	5.00	New		
<b>VEHICLES</b>					No VAT
Hackney carriage - vehicles	310.00	322.00	12.00		
Private hire – vehicles	305.00	317.00	12.00		
Transfer of vehicle	45.00	47.00	2.00		
Change of vehicle registration	45.00	47.00	2.00		
Failure to attend for vehicle test	110.00	114.00	4.00		

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
Retest	40.00	41.50	1.50		
Replacement plate carrier – front	10.00	10.00	-		
Replacement plate carrier – rear	15.00	15.00	-		
Replacement vehicle plate - front	10.00	10.50	0.50		
Replacement vehicle plate - rear	15.00	15.50	0.50		
Replacement vehicle sticker signage	3.00	3.00	-		
Copy of paper part of licence	11.00	11.50	0.50		
Exception Vehicle Test	70.00	73.00	3.00		
6 Monthly Test following an Exception Test	120.00	125.00	5.00		
<b>Licensing Act 2003 - New Application</b>				Statutory	No VAT
Premise licence, band A (rateable value of up to £4,300)	100.00	100.00	-		
Premise licence, band B (rateable value of £4,301 to £33,000)	190.00	190.00	-		
Premise licence, band C (rateable value of £33,001 to £87,000)	315.00	315.00	-		
Premise licence, band D (rateable value of £87,001 to £125,000)	450.00	450.00	-		
Premise licence, band E (rateable value of >£125,001)	635.00	635.00	-		
Additional fee (5,000 to 9,999 patrons)	1,000.00	1,000.00	-		
Additional fee (10,000 to 14,999 patrons)	2,000.00	2,000.00	-		
Additional fee (15,000 to 19,999 patrons)	4,000.00	4,000.00	-		
Additional fee (20,000 to 29,999 patrons)	8,000.00	8,000.00	-		
Additional fee (30,000 to 39,999 patrons)	16,000.00	16,000.00	-		
Additional fee (40,000 to 49,999 patrons)	24,000.00	24,000.00	-		
Additional fee (50,000 to 59,999 patrons)	32,000.00	32,000.00	-		
Additional fee (60,000 to 69,999 patrons)	40,000.00	40,000.00	-		
Additional fee (70,000 to 79,999 patrons)	48,000.00	48,000.00	-		
Additional fee (80,000 to 89,999 patrons)	56,000.00	56,000.00	-		
Additional fee (90,000 patrons & above)	64,000.00	64,000.00	-		
<b>Licensing Act 2003 - Annual Fee</b>				Statutory	No VAT
Premise licence, band A (rateable value of up to £4,300)	70.00	70.00	-		
Premise licence, band B (rateable value of £4,301 to £33,000)	180.00	180.00	-		
Premise licence, band C (rateable value of £33,001 to £87,000)	295.00	295.00	-		
Premise licence, band D (rateable value of £87,001 to £125,000)	320.00	320.00	-		
Premise licence, band E (rateable value of £125,001 & above)	350.00	350.00	-		
Additional fee (5,000 to 9,999 patrons)	500.00	500.00	-		
Additional fee (10,000 to 14,999 patrons)	1,000.00	1,000.00	-		
Additional fee (15,000 to 19,999 patrons)	2,000.00	2,000.00	-		
Additional fee (20,000 to 29,999 patrons)	4,000.00	4,000.00	-		
Additional fee (30,000 to 39,999 patrons)	8,000.00	8,000.00	-		
Additional fee (40,000 to 49,999 patrons)	12,000.00	12,000.00	-		

	Fee/ Charge 2018/19 £.p	Fee/ Charge 2019/20 £.p	Increase / Decrease £.p	Committee Approval/ Comments	VAT Status
Additional fee (50,000 to 59,999 patrons)	16,000.00	16,000.00	-		
Additional fee (60,000 to 69,999 patrons)	20,000.00	20,000.00	-		
Additional fee (70,000 to 79,999 patrons)	24,000.00	24,000.00	-		
Additional fee (80,000 to 89,999 patrons)	28,000.00	28,000.00	-		
Additional fee (90,000 patrons & above)	32,000.00	32,000.00	-		
<b>Licensing Act 2003 - Miscellaneous Fees (Application or Notice)</b>				Statutory	No VAT
Section 25 (theft, loss, etc. of premises licence or summary)	10.50	10.50	-		
Section 29 (application for a provisional statement)	315.00	315.00	-		
Section 33 (notification of change of name or address)	10.50	10.50	-		
Section 37 (application to vary licence to specify individual as premises supervisor)	23.00	23.00	-		
Section 42 (application for transfer of premises licence)	23.00	23.00	-		
Section 47 (interim authority notice following death of licence holder)	23.00	23.00	-		
Section 79 (theft, loss etc. of certificate or summary)	10.50	10.50	-		
Section 82 (notification of change of name or alteration of rules of club)	10.50	10.50	-		
<b>Licensing Act 2003 - Miscellaneous Fees (Application or Notice)</b>				Statutory	No VAT
Section 83 (1) or (2) (change of relevant registered address of club)	10.50	10.50	-		
Section 100 (temporary event notice)	21.00	21.00	-		
Section 110 (theft, loss of temporary event notice)	10.50	10.50	-		
Section 117 (application for, or renewal of personal licence)	37.00	37.00	-		
Section 126 (theft, loss of personal licence)	10.50	10.50	-		
Section 127 (duty to notify change of name/address)	10.50	10.50	-		
Section 110 (theft or loss of temporary event notice)	10.50	10.50	-		
Section 126 (theft or loss of personal licence)	10.50	10.50	-		
Section 127 (duty to notify change of name/address)	10.50	10.50	-		
Section 178 (right of freeholder etc.)	21.00	21.00	-		
Minor Variation	89.00	89.00	-		
Removal of DPS at community premises	23.00	23.00	-		
<b>MOT</b>				Cabinet	No VAT
MOT - car	43.50	44.50	1.00		
MOT - car (for discounted partner incl. Lyme Card)	38.50	39.25	0.75		
MOT - class 7 (up to 3.5 tonnes)	55.00	56.00	1.00		

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
Retest	15.00	15.25	0.25		
<b>MUSEUM &amp; ART GALLERY</b>				Cabinet	
Reproduction prints of items in collection	N/A	N/A	N/A	Per Staffs Pasttrack	VAT Incl.
Other prints not on www.staffordshire.org.uk	Cost +100%	Cost +100%	N/A		VAT Incl.
Photocopies (black & white)	0.60	0.70	0.10		VAT Incl.
Photocopies (colour)	2.00	2.10	0.10		VAT Incl.
A4 - scanned images	5.00	5.00	-		VAT Incl.
CD Rom - image/emailed image (per image)	15.00	16.00	1.00		VAT Incl.
Subsequent images each	4.25	4.50	0.25		VAT Incl.
Community publication	13.50	14.00	0.50		VAT Incl.
Additional	5.25	5.50	0.25		VAT Incl.
Commercial publication	46.00	48.00	2.00		VAT Incl.
Additional	13.00	14.00	1.00		VAT Incl.
Regional TV, film & video - per item	77.00	80.00	3.00		VAT Incl.
UK network TV - per item	97.00	99.00	2.00		VAT Incl.
Overseas TV - per item	195.00	198.00	3.00		VAT Incl.
Commission of picture sales from exhibitions	30% of price	30% of price	N/A		Plus VAT
Education session per pupil - half day	3.10	3.50	0.40		No VAT
Education session per pupil - full day	5.25	5.50	0.25		No VAT
Education session (Romans) per pupil	6.75	6.75	-		No VAT
Education sessions - minimum charge half day (20 pupils or fewer)	50.00	70.00	20.00		No VAT
Education sessions - minimum charge full day (20 pupils or fewer)	95.00	110.00	15.00		No VAT
Holiday activities per child	4.50	10.00	5.50	Max charge	No VAT
Adult history courses - 8 weeks	62.00	68.00	6.00		No VAT
Adult history courses - 8 weeks - concession	58.00	62.00	4.00		No VAT
Adult object handling/remembrance sessions per hour	25.50	30.00	4.50		
Outreach fee	25.50	30.00	4.50		No VAT
Outreach education – schools per session	62.00	65.00	3.00		No VAT
Hire of meeting room - half day	26.00	27.00	1.00		No VAT
Hire of meeting room - half day - community/charity	19.00	20.00	1.00		No VAT
Hire of meeting room - full day	46.00	50.00	4.00		No VAT
Hire of meeting room - full day - community/charity	33.00	35.00	2.00		No VAT
Refreshment Charges - tea/coffee & biscuits per head	1.60	1.65	0.05		
Education item loan	11.00	12.00	1.00		No VAT
Saleable items	RRP	RRP	N/A		
Open art registration - per item	4.00	4.50	0.50		VAT Incl.
Open art registration - three items	10.50	12.00	1.50		VAT Incl.
Open art registration - per item concession	3.50	4.00	0.50		VAT Incl.
Open art registration - three items concession	9.00	10.50	1.50		VAT Incl.

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
<b>Event Fees</b>				Cabinet	VAT Incl.
Craft fairs per table - per day	15.50	16.00	0.50		
Hall gallery weekly charge (non-Newcastle artists/organisations)	11.00	12.00	1.00		
Visit to Father Christmas	4.50	5.00	0.50		
Talks	N/A	15.00	New		
<b>NAMING/NUMBERING OF STREETS/PROPERTIES</b>					
<b>New or Redevelopment</b>				Cabinet	No VAT
Charge for naming of a street	178.50	183.00	4.50		
Charge for naming of a commercial building	92.00	94.00	2.00		
Single residential property on existing street	122.00	125.00	3.00		
Number/name 2-9 properties (includes first property)	178.00	182.00	4.00		
Plus - per plot	61.00	63.00	2.00		
Number/name 10 plus properties (includes first property)	178.00	182.00	4.00		
Plus - per plot	48.50	50.00	1.50		
Change to layout after notification	235.00	240.00	5.00		
Plus - per plot	31.00	32.00	1.00		
<b>Existing Properties/Streets</b>				Cabinet	No VAT
Adding or alteration of a house/building name	61.00	63.00	2.00		
Renaming of a street	On request	On request	N/A		
House or building renumbering (including sub division to flats)	234.00	239.00	5.00		
Confirmation of postal address	36.00	37.00	1.00		
Requests not included in above fees per hour	38.25	40.00	1.75		
Road closure	20.00	21.00	1.00		
<b>PEST CONTROL</b>				Cabinet	VAT Incl.
Treatment of rats (domestic) - prepayment (up to 4 visits)	46.00	47.00	1.00		
Treatment of rats (domestic) - payment by invoice (up to 4 visits)	66.00	67.00	1.00		
Treatment of mice (domestic) – prepayment (up to 3 visits)	46.00	47.00	1.00		
Treatment of mice (domestic ) – payment by invoice (up to 3 visits)	66.00	67.00	1.00		
Insect control treatments (domestic) including wasps, ants & fleas - prepayment	71.50	73.00	1.50		
Insect control treatments (domestic) including wasps, ants & fleas - payment by invoice	91.50	93.00	1.50		
3 treatment scheme (3 for 2 offer) – prepayment	143.00	146.00	3.00		
3 treatment scheme (3 for 2 offer) – payment by invoice	163.00	166.00	3.00		



	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
Pest control commercial (other) - first hour	95.00	100.00	5.00		
Pest control commercial (other) - per 1/4 extra hour	25.00	25.00	-		
Mole & Rabbit control (per treatment course, max 3 visits) - prepayment	175.00	180.00	5.00		
Mole & Rabbit control (per treatment course, max 3 visits) - payment by invoice	195.00	200.00	5.00		
Squirrel control - prepayment (up to 4 visits)	112.00	115.00	3.00		
Squirrel control - payment by invoice (up to 4 visits)	132.00	135.00	3.00		
Telephone Advice (prepayment only)	10.00	10.00	-		
Advice Visit (no treatment) - prepayment	46.00	47.00	1.00		
Advice Visit (no treatment) - payment by invoice	66.00	67.00	1.00		
Fixed term pest control treatment agreements (commercial premises)	On request	On request	N/A		
Works in default (Prevention of Damage by Pests Act 1949) first hour (invoiced)	As per formulae for works in default	As per formulae for works in default	N/A		
Works in default (Prevention of Damage by Pests Act 1949) per additional 1/4 hour (invoiced)			N/A		
<b>PLANNING SERVICES</b>					
Postage & packaging	0.85	0.87	0.02		No VAT
Copies up to £1 are free of charge					No VAT
Paper copies of planning/building control decisions & documents - per sheet (A4 black & white)	0.17	0.18	0.01		No VAT
Paper copies of planning/building control decisions & documents - per sheet (A3 black & white)	0.28	0.29	0.01		No VAT
Paper copies of plans - planning files - per sheet (A4 black & white)	0.17	0.18	0.01		No VAT
Paper copies of plans - planning files - per sheet (A3 black & white)	0.32	0.33	0.01		No VAT
Paper colour copies of an A4 sheet of planning/building control decision, planning documents or plan	0.37	0.38	0.01		No VAT
Paper colour copies of an A3 sheet of decision, planning documents or plan	0.64	0.66	0.02		No VAT
Scanned copies of documents - charge per hour of scanning (where legal to charge)	33.30	33.97	0.67		No VAT
Paper copies of plans - planning files - each plan (A2)	2.15	2.20	0.05		No VAT
Paper copies of plans - planning files - each plan (A1)	3.20	3.27	0.07		No VAT
Paper copies of plans - planning files - each plan (A0)	4.20	4.29	0.09		No VAT
Weekly lists - statutory consultees	Free	Free	N/A		No VAT
Requests for site information – commercial per hour	71.40	72.83	1.43		No VAT
Requests for site information - individuals	Cost	Cost	N/A		No VAT

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
<b>Pre Planning Application Advice</b>				Cabinet	VAT Incl.
Large Scale Major Developments (residential developments over 200 dwellings or where number not known, a site area of 4 ha or more. Non-residential developments over 10,000m2 of floor space or where floor space not known, a site area of 2ha or more)	567.00	680.00	113.00		
Small Scale Major Developments (residential developments of between 10 & 200 dwellings or where number not known, a site area of between 0.5ha & 4ha. Non-residential developments of between 1000m2 & 10,000m2 of floor space or where floor space not known, a site area of between 1ha & 2ha)	281.00	337.00	56.00		
1 dwelling	82.00	100.00	18.00		
Minor Developments (residential developments of between 2 & 9 dwellings or where number not known, a site area of less than 0.5ha. Non-residential developments of under 1,000m2 of floor space or where floor space not known, a site area of less than 1ha)	128.00	154.00	26.00		
Householder Development.					
Half hour appointment	21.00	22.00	1.00		
Appointment in excess of 30 minutes	31.00	32.00	1.00		
Other Development (excluding householder development but including changes of use, advertisements, prior approval proposals & listed building proposals)	46.00	55.00	9.00		
<b>Planning Application Fees</b>				Statutory	No VAT
Owing to the complexity of the fee structure, it is not shown here. Details of fees payable may be obtained from the Council's Planning Section. Alternatively the fee calculator available at the Planning Portal website can be used to determine the fees payable in respect of individual applications.	Planning Portal	Planning Portal	N/A		
Building Control fees (North Staffs Building Control Partnership)	Per Board	Per Board	N/A	Partnership Board	
Planning & development briefs (as & when prepared)	Free	Free	N/A		
Core spatial strategy	33.00	34.00	1.00		
Local development framework proposals map - north or south	6.00	7.00	1.00		
Local development framework proposals map - north & south	11.00	12.00	1.00		
Strategic housing land availability assessment (SHLAA)	33.00	34.00	1.00		
<b>PRIVATE SECTOR HOUSING</b>				Cabinet	No VAT
Houses in multiple occupation licence fee	586.50	598.50	12.00		
Each additional bedroom	7.65	7.80	0.15		

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
Renewal of houses in multiple occupation licence	433.50	442.50	9.00		
Each additional bedroom	7.65	7.80	0.15		
Houses in multiple occupation licence fee for a member of the North Staffs Landlord Accreditation Scheme	486.50	498.50	12.00	Cabinet	
Each additional bedroom	7.65	7.80	0.15		
Renewal of houses in multiple occupation licence or a member of the North Staffs Landlord Immigration Inspections	333.50	342.50	9.00	Cabinet	
Provision of accommodation for homeless households	122.40	125.00	2.60		
Annual interest to be applied to unpaid debts for enforcement action	Cost	Cost	N/A		
	N/A	8%	New		
<b>Charges for work in default notices to remedy Housing Health &amp; Safety issues</b>				Cabinet	No VAT
Officer time (per hour)	Cost	Cost	N/A		
Travelling costs (per mile)	Cost	Cost	N/A		
Management costs (per hour)	Cost	Cost	N/A		
Land registry fee	Cost	Cost	N/A		
Inspection by qualified electrician or gas engineers	Cost	Cost	N/A		
Recorded delivery	Cost	Cost	N/A		
Other costs (stated as per individual case)	Cost	Cost	N/A		
Administration fee (to cover service recharges)	0.12	0.12	-		
Annual interest to be applied to unpaid debts for enforcement action	N/A	8%	New		
<b>REMOVAL OF DOMESTIC ANIMAL CARCASSES</b>				Cabinet	VAT Incl.
Removal of domestic animal carcasses	36.00	37.00	1.00		
<b>SALE OF SANDBAGS</b>				Cabinet	VAT Incl.
5 sand bags	36.00	37.00	1.00		
10 sand bags	41.00	42.00	1.00		
15 sand bags	47.00	48.00	1.00		
20 sand bags	52.00	53.00	1.00		
<b>STREET TRADING</b>				Cabinet	No VAT
Newcastle Town Centre (daily)	26.00	26.00	-		
Consent trading (daily, electricity)	4.00	4.00	-		
Eastbound layby A500 (per annum)	9,400.00	9,400.00	-		
Northbound layby A500 (per annum)	9,400.00	9,400.00	-		

	<b>Fee/ Charge 2018/19 £.p</b>	<b>Fee/ Charge 2019/20 £.p</b>	<b>Increase / Decrease £.p</b>	<b>Committee Approval/ Comments</b>	<b>VAT Status</b>
<b>TOWN CENTRE DISPLAYS</b>				Cabinet	No VAT
Local promotions (minimum charge)	26.00	26.00	-		
Charity & local community groups	5.00	5.00	-		
National promotions (minimum charge)	75.00	75.00	-		
<b>TREE PRESERVATION ORDERS</b>				Cabinet	No VAT
Single copy of a tree preservation order	31.00	31.00	-		
<b>WASTE &amp; RECYCLING BINS/RECEPTACLES</b>				Cabinet	No VAT
Bins/receptacles per property on new developments (to be paid by the developer)	60.00	62.00	2.00		