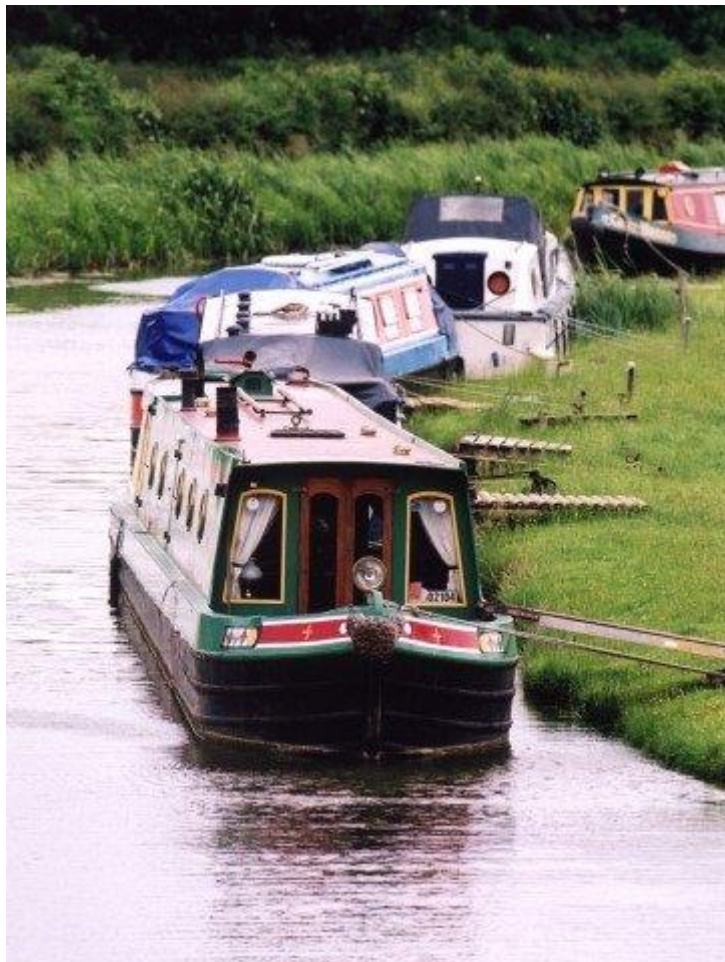




Hinckley & Bosworth  
Borough Council

# Scale of fees and charges



2021 / 2022

Operative from 1 April 2021

## Scale of fees and charges 2021/22

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## Scale of Fees and Charges 2021/22

*The figures quoted in the Fees and Charges book are shown GROSS, i.e. including VAT where VAT is chargeable.*

### VAT LIABILITY

The Council's Fees and Charges booklet incorporates a guide to identify the VAT liability for individual charges and most day to day queries can be resolved by reference to the relevant sections.

If any unusual or complex queries arise they should be referred to the Accountancy Section, Extension 5609 who will help.

As VAT regulations are continually changing the book will be updated and revised accordingly.

There are three rates of VAT depending on the goods or services provided:

- Standard rate 20.0%
- Reduced rate (e.g. domestic fuel and power) 5%
- Zero rate 0%

(The standard rate of VAT rose from 17½% to 20% on 4<sup>th</sup> January 2011)

There are also some goods and services that are:

- exempt from VAT, or
- outside the UK VAT system altogether (e.g. fees that are fixed by law, known as 'statutory fees')

Where the supply of goods or services is not subject to VAT, the VAT liability will either be exempt or non-business. Supplies which are zero rated are still taxable supplies but no VAT is due. Non-business activities are those for which Public Authorities have a statutory duty or are enshrined in legislation. Exempt supplies are those which are specifically exempt from VAT by statute. Though no VAT charge arises from either categorisation, it is still important to identify correctly the type of liability involved in order to meet statutory requirements.

Category	VAT	2020/21 £	2021/22 £	% increase
<b>Cemeteries</b>				
<b>Interments - Including natural burials</b>				
Of the body of a child up to the age of 18 yrs. inclusive.	Non-Business	No charge	No charge	-
Interment of the body of a child up to 18 years of age is free into a single depth grave. Where interments are required at double depth or below then single depth interment charges for over 18's will apply				
Of the body of a person whose age exceeded 18 yrs. (Inc. caskets and brick graves)				
Single depth grave	Non-Business	475.00	485.00	2.11%
Double depth	Non-Business	550.00	560.00	1.82%
Triple depth grave	Non-Business	630.00	640.00	1.59%
Of a cremated remains in a grave				
Casket depth / ashes scattered under turf	Non-Business	145.00	148.00	2.07%
Scattering of cremated remains in the Garden of Rest	Non-Business	110.00	112.00	1.82%
Sexton led interment - no funeral director (in addition to above charges)	Non-Business	38.00	38.00	-
<b>Note:</b> - If resident outside special expense area = double fees - Except for residents who had lived within the area for at least 25 years, but who lived outside the area for health care or welfare reasons for no longer than ten years immediately prior to their death - where available, work in the cemeteries on Saturdays or Sundays will attract double fees				
<b>Exclusive rights of burial for 70 years</b>				
Casket plot 150 x 90cm (5'x3') (up to 2 caskets/ashes interment)	Non-Business	335.00	340.00	1.49%
Casket plot 240 x 120cm (8'x 4') (Section J only, up to 4 caskets/ashes interment)	Non-Business	650.00	660.00	1.54%
Grave plot of a child up to the age of 18yrs (appropriate plot size) special expense area	Non-Business	No charge	No charge	-
Grave plot of a child up to the age of 18yrs (appropriate plot size) outside special expense area, but within borough	Non-Business	220.00	220.00	-
Grave plot of a child up to the age of 18yrs (appropriate plot size) outside of the borough (double fees)	Non-Business	440.00	440.00	-
<b>Note:</b> -should parents opt for a grave size greater than the size of the coffin then normal grave purchase fees will apply (single fee for special expense area, double fees for outside the borough)				
Grave plot 240 x 120cm (8'x4')	Non-Business	650.00	660.00	1.54%
Reservation fee	Non-Business	115.00	115.00	-
Reassignment / Transfer of Deed (If to spouse 50% reduction)	Non-Business	56.00	60.00	7.14%
Extension to EROB 30yrs (1/2, 70yrs fee)	Non-Business	See above	See above	-
<b>Note:</b> - If grave is being purchased for the interment of someone who was not resident in Hinckley then double fees apply				
<b>Rights to erect memorial on a grave plot</b>				
A memorial not exceeding 105cm wide (3' 6") and 120cm high (4')	Non-Business	154.00	156.00	1.30%
A memorial not exceeding 50cm (1'8") high	Non-Business	86.00	88.00	2.33%
Memorial kerb (In garden of rest - to include plaque & 2 inscriptions)	Non-Business	123.00	125.00	1.63%
Install plaque on remembrance wall	Non-Business	103.00	105.00	1.94%
Additional Inscriptions to memorials	Non-Business	68.00	70.00	2.94%
<b>Note:</b> - Right to erect replacement memorials no charge				
<b>Other charges (incl. VAT)</b>				
Entries in book of remembrance per line	Standard Rated	39.00	40.00	2.56%
Service in cemetery chapel	Non-Business	120.00	120.00	-
Exhumations				
		Triple interment fees	Triple interment fees	
Memorial bench - subject to location availability (including single plaque & 15 years bench maintenance)	Standard Rated	1,175.00	1,190.00	1.28%
Memorial bench plaque to HBBC bench, subject to availability (bench maintenance and plaque for 15 years)	Standard Rated	290.00	290.00	-
Memorial tree - subject to location availability (including free standing memorial plaque)	Standard Rated	315.00	315.00	-
Search and copy per burial record (where death occurred more than 5 years before search)	Standard Rated	11.00	11.00	-
Soil removal from grave side for burial	Exempt	120.00	120.00	-

Category		VAT	2020/21 £	2021/22 £	% increase
<b>Green spaces and events</b>					
<b>Professional fees</b>					
Professional Fees	Parks and cemetery matters/ staff led activities/ hour	Standard Rated	47.00	48.00	2.13%
Lost keys		Standard Rated	36.00	37.00	2.78%
<b>Bowls – Hollycroft Park</b>					
Season ticket -	Concession*	Exempt	58.00	58.00	-
	Adult	Exempt	82.50	82.50	-
Per rink / per hour	Concession*	Standard Rated	3.70	3.70	-
	Adult	Standard Rated	6.50	6.50	-
<b>Note:</b> - New members - first season green fees 25% discount Part season ticket - from July onwards 50% reduction					
<b>Tennis – Hollycroft Park</b>					
Per court per hour	Adult	Standard Rated	7.50	7.50	-
Off peak rate 11.00am - 3.00pm (Monday to Friday)	Adult	Standard Rated	5.60	5.60	-
Per court per hour	Concession *	Standard Rated	5.00	5.00	-
Off peak rate 11.00am - 3.00pm (Monday to Friday)	Concession *	Standard Rated	3.70	3.70	-
Per court per hour	Mixed (Adult and concession*)	Standard Rated	6.10	6.10	-
Off peak rate 11.00am - 3.00pm (Monday to Friday)	Mixed (Adult and concession*)	Standard Rated	4.60	4.60	-
<b>Pitch and putt – Hollycroft Park</b>					
Adult		Standard Rated	3.40	3.40	-
*Concession		Standard Rated	1.80	1.80	-
Equipment Hire - Hollycroft Park (for all sports equipment)		Standard Rated	10.00	10.00	-
<b>Note:</b> - *Concession - over 60, under 18 years or students in full-time education					
<b>Hollycroft Park, Argents Mead, parks and open spaces</b>					
Hire of bandstand, parks and open spaces (commercial events) per day		Exempt	375.00	375.00	-
Hire of bandstand (community events, registered charities, schools) per day		Exempt	No charge	No charge	-
Parks and open spaces (fair and circuses)		Exempt	387.00	387.00	-
Bond (fairs and circuses)		Exempt	640.00	640.00	-
Commercial use of parks and open spaces for fitness training or dog training (annual licence fee)		Exempt	123.00	123.00	-
<b>Events</b>					
Catering stalls (pitch 3m x 6m)		Standard Rated	74.00	75.00	1.35%
Other stalls (pitch 3m x 6m)		Standard Rated	38.00	39.00	2.63%
Additional pitch to above (pitch 3m x 6m)		Standard Rated	1/2 above fee	1/2 above fee	-
Stall community / non profit making organisations / registered charities (promotion/display only)			No charge	No charge	-
Leisure activities including rides		Standard Rated	51.00	52.00	1.96%
<b>Football and cricket pitches - Adult</b>					
Pitch per 11 matches (per season)	Teams in the Borough pitch only	Exempt	275.00	275.00	-
	Teams in the Borough pitch with changing room	Exempt	549.00	549.00	-
	Teams outside Borough pitch only	Exempt	371.00	371.00	-
	Teams outside Borough pitch with changing room	Exempt	686.00	686.00	-
Casual lettings - per match with facilities:	Teams in the Borough	Standard Rated	74.00	74.00	-
	Teams outside Borough	Standard Rated	85.00	85.00	-
Casual lettings - per match without facilities:	Teams in the Borough	Standard Rated	40.00	40.00	-
	Teams outside Borough	Standard Rated	52.00	52.00	-
Junior - 1/2 adult fees			1/2 above fee	1/2 above fee	-
<b>Allotments</b>					
Small plot - size 0 - 100sqm		Non-Business	25.00	25.00	-
Medium plot - size 101 - 200sqm		Non-Business	35.00	35.00	-
Large plot - size 201 - 300sqm		Non-Business	45.00	45.00	-
Administration charge on new tenancy		Non-Business	25.00	25.00	-
Additional key charge		Non-Business		10.00	-
<b>Note:</b> - *£5.00 reduction per plot for sites without water <b>Note:</b> - *Tenants over 60 will receive 25% discount on plot fees					
<b>Countryside activities</b>					
HBBC organised environmental activities - Spring / Summer (for ages 5 - 12 years)		Exempt	POA	POA	-
Floral displays / Hanging baskets		Standard Rated	POA	POA	-
Timber per 3 tonne trailer full - un-split - Advice note to be issued, on how to dry wood		Standard Rated	63.00	64.00	1.59%
Delivery of timber		Standard Rated	POA	POA	-
Above all subject to availability					

Category	VAT	2020/21	2021/22	% increase
		£	£	
<b>Licences</b>				
<b>Taxis</b>				
Hackney carriage vehicle licence	Non-Business	160.00	160.00	-
Private hire vehicle licence	Non-Business	160.00	160.00	-
Private hire operators licence	Non-Business	240.00	240.00	-
Private or Hackney carriage drivers licence	Non-Business	160.00	160.00	-
Transfer Hackney carriage / private hire vehicle licence	Non-Business	90.00	90.00	-
<b>Hackney carriage/ private hire</b>				
Replacement driver's badge or vehicle licence	Non-Business	20.00	20.00	-
Replacement vehicle plate	Non-Business	28.00	28.00	-
Supply of list of Hackney carriage/ private hire vehicle operators	Non-Business	40.00	40.00	-
New (TAXI PLATE) Wheelchair Accessible or Zero Emission Vehicle (ZEV)	Non-Business	140.00	160.00	14.29%
New (PHV PLATE) Ultra Low Emission Vehicle (ULEV) or Hybrid Electric Vehicle (HEV)	Non-Business	140.00	160.00	14.29%
<b>Sex establishments</b>				
Sex shop / sexual entertainment venue	Non-Business	1,000.00	1,000.00	-
Renewal	Non-Business	750.00	750.00	-
Variation of licence	Non-Business	250.00	250.00	-
Transfer of licence	Non-Business	250.00	250.00	-
<b>Gambling Act 2005</b>				
<b>Premises</b>				
Premises licence	Non-Business	800.00	800.00	-
Annual fee	Non-Business	250.00	250.00	-
Variation fee	Non-Business	800.00	800.00	-
Change of circumstance	Non-Business	25.00	25.00	-
Transfer of licence	Non-Business	285.00	285.00	-
Re-instatement fee	Non-Business	285.00	285.00	-
Provisional statement	Non-Business	800.00	800.00	-
Copy of licence	Non-Business	25.00	25.00	-
<b>Alcohol licenced premises gaming machine permit</b>				
New grant	Non-Business	150.00	150.00	-
Existing operator grant	Non-Business	100.00	100.00	-
Variation	Non-Business	100.00	100.00	-
Transfer of licence	Non-Business	25.00	25.00	-
Annual fee	Non-Business	50.00	50.00	-
Change of name	Non-Business	25.00	25.00	-
Notification of 2 machines	Non-Business	50.00	50.00	-
<b>Prize gaming permit</b>				
New grant	Non-Business	300.00	300.00	-
Renewal	Non-Business	300.00	300.00	-
Existing operator grant	Non-Business	100.00	100.00	-
Change of name	Non-Business	25.00	25.00	-
Copy of permit	Non-Business	15.00	15.00	-
<b>Unlicenced FEC gaming machine</b>				
New grant	Non-Business	300.00	300.00	-
Renewal	Non-Business	300.00	300.00	-
Existing operator grant	Non-Business	100.00	100.00	-
Change of name	Non-Business	25.00	25.00	-
Copy of permit	Non-Business	15.00	15.00	-

Category		VAT	2020/21 £	2021/22 £	% increase
<b>Club gaming permits</b>					
Grant		Non-Business	200.00	200.00	-
Grant (club premises certificate holder)		Non-Business	100.00	100.00	-
Existing operator grant		Non-Business	100.00	100.00	-
Variation		Non-Business	100.00	100.00	-
Renewal		Non-Business	200.00	200.00	-
Renewal (club premises certificate holder)		Non-Business	100.00	100.00	-
Annual fee		Non-Business	50.00	50.00	-
Copy of permit		Non-Business	15.00	15.00	-
<b>Club machine permits</b>					
Grant		Non-Business	200.00	200.00	-
Grant (club premises certificate holder)		Non-Business	100.00	100.00	-
Existing operator grant		Non-Business	100.00	100.00	-
Variation		Non-Business	100.00	100.00	-
Renewal		Non-Business	200.00	200.00	-
Renewal (club premises certificate holder)		Non-Business	100.00	100.00	-
Annual fee		Non-Business	50.00	50.00	-
Copy of permit		Non-Business	15.00	15.00	-
<b>Small society lottery registration</b>					
Small society lottery registration		Non-Business	40.00	40.00	-
Small society lottery annual fee		Non-Business	20.00	20.00	-
<b>Licensing Act 2003</b>					
New premises (subject to NNDR band)	Band A	Non-Business	100.00	100.00	-
	Band B	Non-Business	190.00	190.00	-
	Band C	Non-Business	315.00	315.00	-
	Band D	Non-Business	450.00	450.00	-
	Band E	Non-Business	635.00	635.00	-
Annual fees (subject to NNDR band)	Band A	Non-Business	70.00	70.00	-
	Band B	Non-Business	180.00	180.00	-
	Band C	Non-Business	295.00	295.00	-
	Band D	Non-Business	320.00	320.00	-
	Band E	Non-Business	350.00	350.00	-
Personal license		Non-Business	37.00	37.00	-
Temporary event notices		Non-Business	21.00	21.00	-
Minor variation		Non-Business	89.00	89.00	-
Theft / loss of premises license summary		Non-Business	10.50	10.50	-
Application for provisional statement		Non-Business	195.00	195.00	-
Change of name and address		Non-Business	10.50	10.50	-
Application for license variation - specify individual as premises supervisor		Non-Business	23.00	23.00	-
Application to display mandatory alcohol condition for community premises		Non-Business	23.00	23.00	-
Application for transfer of premises license		Non-Business	23.00	23.00	-
Interim authority notice		Non-Business	23.00	23.00	-
Theft / loss of certificate of summary		Non-Business	10.50	10.50	-
Notification of change of rules / name of club		Non-Business	10.50	10.50	-
Notification of change of address of club		Non-Business	10.50	10.50	-
Theft / loss of certificate of temporary license		Non-Business	10.50	10.50	-
Theft / loss of certificate of personal license		Non-Business	10.50	10.50	-
Right of freeholder to be notified of licensing matters		Non-Business	21.00	21.00	-

Category	VAT	2020/21 £	2021/22 £	% increase
<b>Markets</b>				
<b>Rival markets</b>				
One day event	Non-Business	175.00	180.00	2.86%
Two day event	Non-Business	299.00	308.00	3.01%
Three day event	Non-Business	350.00	360.00	2.86%
<b>Street trading consents</b>				
Annual consent	Non-Business	970.00	970.00	-
Daily consent	Non-Business	100.00	100.00	-
<b>Animal establishments</b>				
<b>Pet shops *</b>				
Ordinary	Non-Business	208.00	208.00	-
<b>Riding establishments *</b>				
Dog breeding *	Non-Business	170.00	170.00	-
Keeping or training animals for exhibition	Non-Business	191.00	191.00	-
Boarding for cats and dogs	Non-Business	125.00	125.00	-
Reassessment of star rating	Non-Business	95.00	95.00	-
Variation of licence	Non-Business	95.00	95.00	-
<b>Multiple Activities</b>				
For those applicants who carry on more than one of the above licence activities, the full licence application fee will be payable for the highest application, plus £41.72 per additional licensable activity	Non-Business	41.72	41.72	-
Dangerous wild animals * 2 yr. licence	Non-Business	160.00	160.00	-
Zoos *	Non-Business	676.00	676.00	-
<b>Note:-</b> * Plus vet's fees where applicable				
<b>Registration</b>				
<b>Skin pierces (1 off reg. fee)</b>				
Person	Non-Business	90.10	90.10	-
Premises	Non-Business	135.00	135.00	-
<b>Cosmetic skin piercing and skin colouring</b>				
Person	Non-Business	90.10	90.10	-
Premises	Non-Business	135.00	135.00	-
<b>Hairdressers (1 off registration fee)</b>				
Person	Non-Business	90.10	90.10	-
Premises	Non-Business	135.00	135.00	-
Reprinting of licence/ registrations	Non-Business	20.00	20.00	-



Category	VAT	2020/21 £	2021/22 £	% increase
<b>Car parks</b>				
<b>Car park fees</b>				
<b>Short stay</b>				
Up to 1 hour	Standard Rated	0.60	0.60	-
Over 1 hour and up to 2 hours	Standard Rated	1.20	1.20	-
Over 2 hours and up to 3 hours	Standard Rated	2.00	2.00	-
Over 3 hours and up to 4 hours	Standard Rated	3.00	3.00	-
Over 4 hours	Standard Rated	6.00	6.00	-
<b>Long stay</b>				
Up to 1 hour	Standard Rated	0.60	0.60	-
Up to 2 hours	Standard Rated	1.20	1.20	-
Up to 5 hours	Standard Rated	1.60	1.60	-
Over 5 hours	Standard Rated	2.50	2.50	-
<b>Castle car park</b>				
Up to 1 hour	Standard Rated	0.60	0.60	-
Up to 2 hours	Standard Rated	1.20	1.20	-
Up to 5 hours	Standard Rated	2.00	2.00	-
Over 5 hours	Standard Rated	4.00	4.00	-
<b>Market Bosworth Rectory Lane car park</b>				
Up to 1 hour	Standard Rated	0.30	0.30	-
Up to 2 hours	Standard Rated	0.50	0.50	-
Up to 4 hours	Standard Rated	1.00	1.00	-
Over 4 hours	Standard Rated	2.00	2.00	-
<b>Season tickets (limited use)</b>				
Per year from month of issue	Standard Rated	375.00	375.00	-
Per half year from month of issue	Standard Rated	200.00	200.00	-
Per quarter from month of issue	Standard Rated	110.00	110.00	-
Replacement / amendment season tickets	Standard Rated	10.00	10.00	-
Cancellation of PCN were permit incorrectly displayed	Standard Rated	10.00	10.00	-
Per month (valid 1st day of month)	Standard Rated	40.00	40.00	-
<b>Staff season ticket</b>				
Per month direct debit (for full year permit only)	Standard Rated	31.25	31.25	-
<b>Season tickets (long stay plus Castle car park)</b>				
Per year	Standard Rated	500.00	500.00	-
Per month for direct debit	Standard Rated	41.67	41.67	-
<b>Staff parking (based on salary sacrifice)</b>				
Full day	Standard Rated	310.00	310.00	-
Half day	Standard Rated	155.00	155.00	-
Fixed day per day	Standard Rated	62.00	62.00	-
<b>Residents parking season ticket (restricted availability)</b>				
Short stay per year	Standard Rated	75.00	75.00	-
Long stay per year	Standard Rated	50.00	50.00	-
New street per month direct debit only	Standard Rated	10.00	10.00	-
<b>Car park fines</b>				
Higher charge fines*	Non-Business	70.00	70.00	-
Lower charge fines*	Non-Business	50.00	50.00	-
<b>Electric charging</b>				
Electric vehicle charging per KWH	Standard Rated		POA	-
Advertising on car park tickets – please contact 01455 255626	Standard Rated	POA	POA	-

\* Fines reduced by 50% for prompt payment (14 days)

#### Commercial display on car parks

Per day	Exempt	POA	POA	-
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Category		VAT	2020/21 £	2021/22 £	% increase	
<b>Environment health</b>						
<b>Pest control</b>						
Domestic						
	Rats	Standard Rated	20.00	20.00	-	
	Mice	Standard Rated	53.00	53.00	-	
	Insects per treatment	Standard Rated	53.00	53.00	-	
	Insects per call-out where treatment not necessary	Standard Rated	26.50	26.50	-	
	Treatment of mice and insects for persons in receipt of eligible benefit	Standard Rated	26.50	26.50	-	
	Wasp treatment for 1 nest	Standard Rated	53.00	53.00	-	
	Wasp treatment per each additional nest	Standard Rated	26.50	26.50	-	
	Wasp treatment for 1 nest for persons in receipt of eligible benefit	Standard Rated	26.50	26.50	-	
	Wasp treatment per each additional nest for persons in receipt of eligible benefit	Standard Rated	13.25	13.25	-	
Business						
	Insects and rodents – labour per hour or part thereof	Standard Rated	59.40	60.30	1.52%	
	Materials	Standard Rated	Cost + 40%	Cost + 40%	-	
	Minimum charge	Standard Rated	80.25	81.45	1.50%	
	Insects per call - out where treatment not necessary	Standard Rated	40.15	40.75	1.50%	
<b>Stray dogs</b>						
	Kennelling	Per day	Non-Business	17.85	18.15	1.68%
		Per occurrence (statutory fee)	Non-Business	25.00	25.00	-
	Microchipping	Event charges	Standard Rated	10.00	10.00	-
		Home visit	Standard Rated	15.00	15.00	-
<b>Refuse collection</b>						
	White goods/bulky item collection - 3 items or less	50% reduction available for those on benefits	Non-Business	15.00	20.00	33.33%
	White goods/bulky item collection - 5 items	50% reduction available for those on benefits	Non-Business	25.00	33.00	32.00%
	Each additional white goods/bulky item above 5 items		Non-Business	£6 per item	£6.50 per item	-
	Garden waste collection (annual subscription)		Non-Business	£24 per bin	£30 per bin	25.00%
	Replacement bin (lost/stolen/damaged or removed due a sec 46 EPA contravention)		Non-Business	38.00	38.50	1.32%
	1 new bin (new occupancy)		Non-Business	24.50	24.75	1.02%
	2 new bins (new occupancy)		Non-Business	49.00	49.50	1.02%
	Trade waste refuse 1100 litre wheeled bin		Non-Business	POA	POA	-
	Trade waste refuse 660 litre wheeled bin		Non-Business	POA	POA	-
	Trade waste refuse 240 litre wheeled bin		Non-Business	POA	POA	-
	Trade waste recycling 1100 litre wheeled bin		Non-Business	POA	POA	-
	Trade waste recycling 660 litre wheeled bin		Non-Business	POA	POA	-
	Trade waste recycling 240 litre wheeled bin		Non-Business	POA	POA	-
	Trade bag (town centre only)		Non-Business	POA	POA	-
<b>Bin installation (additional to contract)</b>						
	Bin installation		Standard Rated	POA	POA	-
	Empty additional bin (per bin per occasion)		Standard Rated	POA	POA	-
	Sweeper hire		Standard Rated	POA	POA	-
	Asbestos removal and disposal		Standard Rated	POA	POA	-
<b>Noise nuisance</b>						
	Return of audio equipment seized		Non-Business	168.75	171.30	1.51%
	Silencing of alarms requiring warrant (any contractors costs to be charged in addition)		Non-Business	141.70	143.85	1.52%
	Silencing of alarms without warrant (any contractors costs to be charged in addition)		Non-Business	72.10	73.20	1.53%
	Works in default - recovery of costs		Non-Business	Cost + 30%	Cost + 30%	-
<b>Other miscellaneous charges</b>						
	Food hygiene courses		Non-Business	50.00	50.00	-
	Food surrender					
	Certification fee		Non-Business	100.00	100.00	-
	Plus transport for disposal		Non-Business	At cost	At cost	-
	Food register per sheet		Non-Business	30.00	30.00	-
	Food Export Certificate		Non-Business	100.00	100.00	-
	Safer food better business pack		Non-Business	15.00	15.00	-
	Safer food better business diary refill		Non-Business	10.00	10.00	-
	Whole register		Non-Business	400.00	400.00	-
	Confirmation certificate for immigration of food business details		Non-Business	60.00	60.00	-
	Contaminated land enquiries		Non-Business	77.00	77.00	-
	Register of permits / authorisations		Non-Business	71.35	71.35	-
	Public register - copies of summaries		Non-Business	30.20	30.20	-
	Radar keys (disabled access to toilets) - purchase price		Non-Business	-	-	-
	Analysis fees - swimming pool water samples		Standard Rated	46.10	46.10	-
	Health and safety statement of facts		Non-Business	£46 / hour	£46 / hour	-
	Recharge of officer time		Non-Business	Direct cost + 40%	Direct cost + 40%	-
	Replacement certificates			20.00	20.00	-

Category	VAT	2020/21 £	2021/22 £	% increase
<b>Private water supply charges</b>				
Commercial premises risk assessment	Non-Business	£43 / hour	£43 / hour	-
Simple domestic sample analysis	Non-Business	At cost plus £20 admin fee	At cost plus £20 admin fee	-

Category	VAT	2020/21		2021/22		% increase
		£	£	£	£	
<b>Clean neighbourhoods - fixed penalty notices - statutory charges</b>						
			Payments after 10 days	Reduction for Early Payment (10 days)		
Nuisance parking	Non-Business	100.00	80.00	100.00	80.00	-
Abandoning a vehicle	Non-Business	200.00	180.00	200.00	180.00	-
Litter	Non-Business	150.00	100.00	150.00	100.00	-
Unauthorised distribution of literature on designated land	Non-Business	150.00	100.00	150.00	100.00	-
Graffiti and fly posting	Non-Business	150.00	100.00	150.00	100.00	-
Failure to produce authority (waste transfer notes)	Non-Business	300.00	230.00	300.00	230.00	-
Failure to furnish documentation (waste carriers licence)	Non-Business	300.00	230.00	300.00	230.00	-
Offences in relation to waste receptacles	Non-Business	60.00	40.00	60.00	40.00	-
Allowing a dog to foul in a public place	Non-Business	50.00	50.00	50.00	50.00	-
Failure to comply with a community protection notice, under the Anti-Social Behaviour, Crime and Policing Act 2014	Non-Business	100.00	80.00	100.00	80.00	-
Duty of care	Non-Business	400.00	200.00	400.00	200.00	-
Littering from vehicles	Non-Business	150.00	100.00	150.00	100.00	-
Breach of public spaces protection order, under the Anti-social Behaviour, Crime and Policing Act 2014	Non-Business	100.00	80.00	100.00	80.00	-
Fly tipping S33(1)(a) Environmental Protection Act 1990	Non-Business	400.00	200.00	400.00	200.00	-

<b>CATEGORY</b>	<b>2020/21</b>	<b>2021/22</b>	<b>% increase</b>
	<b>£</b>	<b>£</b>	
<b>Leisure centre - (fees set by the external partner, Places Leisure Ltd)</b>			
<b>Swimming</b>			
Adult	4.75	4.85	2.11%
Senior (60 Plus)	2.60	2.65	1.92%
Concession (inc. Junior Under 16, unemployed, student)	2.60	2.65	1.92%
Disabled	No charge	No charge	-
Spectator	No charge	No charge	-
<b>Pool hire</b>			
Private hire – main pool (per 1 hour whole pool)	80.80	82.00	1.49%
Private hire – main pool (per 1 hour per lane)	10.10	10.25	1.49%
Private hire – community pool (per 1 hour)	47.00	47.70	1.49%
<b>Fitness and health casual</b>			
Gym induction	16.70	16.95	1.50%
Gym session concession (9.00am – 5.00pm only)	4.70	4.80	2.13%
GP referral / heartsmart session	2.60	2.65	1.92%
<b>Sports halls and courts</b>			
Adult badminton court	8.80	8.95	1.70%
Concession (off peak only) badminton	4.70	4.80	2.13%
Half main hall hire	43.00	43.65	1.51%
Concession (off peak only) half main hall	20.50	20.80	1.46%

Category	VAT	2020/21 £	2021/22 £	% increase
<b>Markets</b>				
<b>Market stall licenced trader</b>				
New traders to be charged half price on first stall for a period of four weeks				
Saturday zone A	Exempt	23.50	24.00	2.13%
Second stall	Exempt	17.63	18.00	2.10%
Third and all subsequent stalls	Exempt	11.75	12.00	2.13%
Monday zone A	Exempt	19.00	19.40	2.11%
Second stall	Exempt	14.25	14.55	2.11%
Third and all subsequent stalls	Exempt	9.50	9.70	2.11%
Friday zone A	Exempt	19.00	19.40	2.11%
Second stall	Exempt	14.25	14.55	2.11%
Third and all subsequent stalls	Exempt	9.50	9.70	2.11%
Saturday zone B	Exempt	11.75	12.00	2.13%
Second stall	Exempt	8.81	9.00	2.16%
Third and all subsequent stalls	Exempt	5.88	6.00	2.04%
Monday zone B	Exempt	9.50	9.70	2.11%
Second stall	Exempt	7.13	7.28	2.10%
Third and all subsequent stalls	Exempt	4.75	4.85	2.11%
Friday zone B	Exempt	9.50	9.70	2.11%
Second stall	Exempt	7.13	7.28	2.10%
Third and all subsequent stalls	Exempt	4.75	4.85	2.11%
<b>Market stall casual trader</b>				
Saturday zone A	Exempt	28.50	29.00	1.75%
Monday zone A	Exempt	23.00	23.50	2.17%
Friday zone A	Exempt	23.00	23.50	2.17%
Saturday zone B	Exempt	14.25	14.50	1.75%
Monday zone B	Exempt	11.50	11.75	2.17%
Friday zone B	Exempt	11.50	11.75	2.17%
Saturday zone C	Exempt	7.13	7.25	1.68%
Monday zone C	Exempt	5.75	5.87	2.09%
Friday zone C	Exempt	5.75	5.87	2.09%
Charity stall	Non-Business	5.75	5.87	2.09%
Friday street trading consents per pitch	Non-Business	23.00	23.50	2.17%
Saturday bric a brac (in zone B)	Exempt	10.00	10.00	-
Monday bric a brac (in zone B)	Exempt	10.00	10.00	-
Friday bric a brac (in zone B)	Exempt	10.00	10.00	-
Town centre commercial displays	Standard Rated	POA	POA	-
Town centre large commercial displays (over 6m length over 3m width)	Standard Rated	£190 per day	£190 per day	-
<b>Commercial rents</b>				
Rent of industrial unit	Exempt	POA	POA	-
Rent unit at Greenfields site	Standard Rated	POA	POA	-
Rent of space in Atkins Building	Standard Rated	POA	POA	-
Rent of retail shops	Exempt	POA	POA	-
<b>Miscellaneous</b>				
<b>Copies of building regulations and planning approvals</b>				
Extensive researching of planning history of site or premises	Non-Business	64.20	65.20	1.55%
Photocopying of other documentation				
Per A4 sheet	Zero Rated	10p + p&p	10p + p&p	-
Per A3 sheet	Zero Rated	10p + p&p	10p + p&p	-

Category	VAT	2020/21 £	2021/22 £	% increase
<b>Other</b>				
Aerial photography	Standard Rated	POA	POA	-

#### Pre planning application advice

Householder pre-application advice	Standard Rated	84.00	85.00	1.19%
Major strategic development (planning performance agreement)	Standard Rated	POA	POA	-
Major development (large residential, retail, leisure, employment) pre-application advice	Standard Rated	5,220.00	5,300.00	1.53%
Additional meeting and advice note	Standard Rated	900.00	900.00	-
Major development (50-99 dwellings or 5,000-9,999 m2) pre-application advice	Standard Rated	3,500.00	3,560.00	1.71%
Additional meeting and / or advice note	Standard Rated	500.00	500.00	-
Major development (10-49 dwellings or 1,000-4,999 m2) pre-application advice	Standard Rated	2,250.00	2,290.00	1.78%
Additional meeting and / or advice note	Standard Rated	500.00	500.00	-
Minor development (5-9 dwellings or 500-999 m2) pre-application advice	Standard Rated	1,000.00	1,000.00	-
Additional meeting and / or advice note	Standard Rated	120.00	120.00	-
Minor development (1-4 dwellings, agricultural, change of use or other minor development) pre-application advice	Standard Rated	370.00	380.00	2.70%
Additional meeting and advice note	Standard Rated	120.00	120.00	-
Commercial pre-application advice	Standard Rated	POA	POA	-

#### Local land charges

The land charges service is operated by Blaby District Council on behalf of Hinckley and Bosworth Borough Council.

Please contact Blaby District Council land charges department for further information or to order your land charges search

#### Building control

Building regulation application charges - please ring 01455 255677				
Building control hourly rate	Standard Rated	60.50	67.80	12.07%
Written confirmation of works exempt from building regulations	Non-Business	30.25	33.90	12.07%
Written confirmation of non-existence of building regulations record	Standard Rated	30.25	33.90	12.07%
Written confirmation of completion of work to which building regulations applied	Standard Rated	30.25	33.90	12.07%
Extensive search of building control history for site or premises (per hour)	Standard Rated	60.50	67.80	12.07%
Completion application for a closed application (reactivation of application and 1 inspection)	Standard Rated	84.70	67.80	(19.95%)
Additional inspections on a reactivated application (per inspection)	Standard Rated	60.50	67.80	12.07%
Building control surveyor attendance at emergency incident/enforcement (per hour)	Non-Business	60.50	67.80	12.07%
Building control surveyor attendance at emergency incident out of hours (per hour)	Non-Business	105.90	101.70	(3.97%)
Preparation and posting of documentation in relation to an emergency/enforcement incident or dangerous structure (per document)	Non-Business	60.50	67.80	12.07%

Category	VAT	2020/21 £	2021/22 £	% increase
<b>Grobby Community Centre</b>				
Whole building				
3 hour session	Exempt	44.80	45.50	1.56%
Small room				
3 hour session	Exempt	22.45	22.80	1.56%
Discounts				
Registered charities (must quote registration number)		70%	70%	-
Approved elderly persons' organisations		70%	70%	-
Regular users – minimum usage 1 booking per week				
Booked quarterly in advance with no cancellation permitted		10%	10%	-
<b>Letting of garages and garage plots (HRA)</b>				
Where VAT applies, the figures quoted include VAT				
Garage plots per annum				
Private owners	Standard Rated	49.90	50.65	1.50%
Council house residents if let within proximity of residence	Non-Business	41.65	42.30	1.56%
Garages (council tenants)	Non-Business	236.00	239.55	1.50%
Garages (non council tenants)	Standard Rated	283.25	287.50	1.50%
Garages (council tenants) not let within proximity of residence	Standard Rated	283.25	287.50	1.50%
<b>Other housing charges (HRA)</b>				
Warden assisted accommodation				
Guest room charge per night	Standard Rated	10.85	11.01	1.50%
Warden assistance alarm connection				
Lifeline (weekly charge)	Standard Rated	5.18	5.26	1.50%
Lifeline for registered Disabled (weekly charge)	Exempt	4.31	4.37	1.50%
Central control connection (weekly charge)	Standard Rated	2.10	2.13	1.50%
<b>Other housing charges (private sector)</b>				
Accommodation certificate	Standard Rated	150.00	150.00	-
Service of housing act notices - recovery of cost	Non-Business	POA	POA	-
Housing - mandatory HMO licensing - recovery of cost	Non-Business	POA	POA	-
<b>Sheltered housing - service charges</b>				
Ambion Court	Non-Business	15.00	15.00	-
Hereford Way	Non-Business	11.15	11.30	1.32%
Clarendon House	Non-Business	15.00	15.00	-
Queensway	Non-Business	12.10	12.30	1.67%
Castle Court	Non-Business	15.00	15.00	-
Mayflower Court	Non-Business	15.00	15.00	-
Royal Court	Non-Business	9.60	9.75	1.60%
Centurion Court	Non-Business	15.00	15.00	-
St Giles Close	Non-Business	8.75	8.90	1.73%
Armada Court	Non-Business	11.90	12.10	1.67%
Tom Eatough Court	Non-Business	15.00	15.00	-
<b>Bed and breakfast charges (homeless)</b>				
Households on JSA/IS (weekly charge)	Standard Rated	13.90	14.10	1.44%
Employed households (daily charge)	Standard Rated	13.90	14.10	1.44%
Each additional member of household (weekly charge)	Standard Rated	3.45	3.50	1.45%



Category	VAT	2020/21 £	2021/22 £	% increase
<b>Publication list</b>				
Hinckley & Bosworth local plan *	Zero Rated	72.60	73.69	1.50%
<b>Local plan documents</b>				
Local development scheme	Zero Rated	12.60	12.78	1.50%
Statement of community involvement	Zero Rated	12.60	12.78	1.50%
Authority monitoring report	Zero Rated	12.60	12.78	1.50%
Residential land availability statement	Zero Rated	12.60	12.78	1.50%
Employment land availability monitoring statement	Zero Rated	12.60	12.78	1.50%
Core strategy (December 2009) plus sustainability appraisal	Zero Rated	28.40	28.83	1.50%
Core strategy inspectors report	Zero Rated	12.60	12.78	1.50%
Site allocations and generic development control policies DPD preferred options	Zero Rated	72.55	73.64	1.50%
Site allocations and development management policies DPD pre-submission version	Zero Rated	72.55	73.64	1.50%
Hinckley Town Centre area action plan (March 2011) plus sustainability appraisal	Zero Rated	27.35	27.76	1.50%
Earl Shilton and Barwell area action plan preferred option (January 2011) plus sustainability appraisal	Zero Rated	33.70	34.21	1.50%
Earl Shilton and Barwell area action plan pre-submission version (July 2013) plus sustainability appraisal	Zero Rated	33.70	34.21	1.50%
Earl Shilton and Barwell area action plan (September 2014) plus sustainability appraisal	Zero Rated	33.70	34.21	1.50%
Earl Shilton and Barwell area action plan inspectors report	Zero Rated	12.60	12.78	1.50%
Local plan review scope, issues and options consultation document (2018)	Zero Rated	12.60	12.78	1.50%
Local plan review new directions for growth consultation document (2019)	Zero Rated	12.60	12.78	1.50%
Sustainability appraisal scoping report (2017)	Zero Rated	12.60	12.78	1.50%
Village design statements (various)	Zero Rated	12.60	12.78	1.50%
Neighbourhood plans (various)	Zero Rated	33.70	34.21	1.50%
The good design guide SPD**	Zero Rated	45.20	45.88	1.50%
Hinckley town centre public realm masterplan**	Zero Rated	45.20	45.88	1.50%
<b>Other documents</b>				
Employment land and premises study	Zero Rated	33.70	34.21	1.50%
Leicester & Leicestershire employment land study	Zero Rated	33.70	34.21	1.50%
Green infrastructure study	Zero Rated	33.70	34.21	1.50%
Strategic flood risk assessment	Zero Rated	33.70	34.21	1.50%
Biodiversity assessment	Zero Rated	28.40	28.83	1.50%
Areas of separation review (March 2012)	Zero Rated	22.10	22.43	1.50%
District, local and neighbourhood centre review	Zero Rated	12.60	12.78	1.50%
Green wedge review (Hinckley urban area or Rothley Brook)	Zero Rated	22.10	22.43	1.50%
Green wedge allocations topic paper (July 2012) assessment of new areas	Zero Rated	22.10	22.43	1.50%
Open space study	Zero Rated	45.20	45.88	1.50%
Community facilities review**	Zero Rated	22.10	22.43	1.50%
Settlement hierarchy review**	Zero Rated	22.10	22.43	1.50%
Gypsy & traveller accommodation needs assessment	Zero Rated	22.10	22.43	1.50%
Extended phase 1 habitat survey	Zero Rated	45.20	45.88	1.50%
Strategic housing land availability assessment	Zero Rated	11.55	11.72	1.50%
Renewable energy capacity study	Zero Rated	33.70	34.21	1.50%
Housing and economic development needs assessment	Zero Rated	42.10	42.73	1.50%
Landscape character assessment and landscape sensitivity analysis	Zero Rated	67.10	68.11	1.50%
Town and district centre study	Zero Rated	67.10	68.11	1.50%
Strategic housing and employment land availability assessment (SHELAA)	Zero Rated	11.55	11.72	1.50%
Car parking assessment of Hinckley town centre	Zero Rated	31.55	32.02	1.50%
Playing pitch strategy	Zero Rated	33.70	34.21	1.50%
Housing needs study	Zero Rated	33.70	34.21	1.50%
Infrastructure capacity study**	Zero Rated	67.10	68.11	1.50%
Agricultural land study**	Zero Rated	33.70	34.21	1.50%
LLITM transport modelling**	Zero Rated	45.20	45.88	1.50%
Indoor sports facilities	Zero Rated	33.70	34.21	1.50%
<b>Economic regeneration</b>				
Hinckley & Bosworth economic regeneration strategy (2021 - 2025)	Zero Rated	12.60	12.78	1.50%
<b>Conservation</b>				
Conservation area appraisals (various)	Zero Rated	12.60	12.79	1.50%
Heritage strategy and action plan	Zero Rated	33.70	34.21	1.50%

**Note:** - All publications are subject to an additional charge for postage and packing

**Note:** - \* 50% discount for local residents and voluntary organisations

**Note:** - \*\*Emerging evidence base studies, not finalised as yet but will be available 20/21 year

<b>Category</b>	<b>VAT</b>	<b>2020/21</b>	<b>2021/22</b>	<b>% increase</b>
		£	£	
<b>Street naming and numbering</b>				
Renaming/renumbering of existing property	Non-business	£45 each	£45 each	-
Naming/numbering of one to five properties	Non-business	£45 each	£45 each	-
Naming/numbering of more than five properties	Non-business	£25 each additional	£25 each additional	-
Naming of a street	Non-business	£160 each	£160 each	-
Change to a development after notification (administration fee)	Non-business	56.00	56.00	-
Change to a development after notification	Non-business	£20 per plot	£20 per plot	-
Street re-naming at residents request	Non-business	260.00	260.00	-
Written confirmation of postal address details	Non-business	30.00	30.00	-
Numbering of new flat complex	Non-business	£30 per flat	£30 per flat	-

Category	VAT	2020/21 £	2021/22 £	% increase
<b>Register of electors – statutory fees</b>				
Purchase of register in data format (per request)	Standard Rated	20.00	20.00	-
(per 1000 or part there of)	Standard Rated	1.50	1.50	-
Purchase of register in printed format (per request)	Zero Rated	10.00	10.00	-
(per 1000 or part there of)	Zero Rated	5.00	5.00	-
Purchase of the (printed) marked register per request	Zero Rated	10.00	10.00	-
(per 1000 or part there of - data format)	Zero Rated	1.00	1.00	-
(per 1000 or part there of - paper format)	Zero Rated	2.00	2.00	-
<b>Reprographic charges</b>				
Photocopies for members of staff and parish councils				
A4 per sheet – black and white	Standard Rated	4p / copy	4p / copy	-
A4 per sheet – colour	Standard Rated	7p / copy	7p / copy	-
A3 per sheet – black and white	Standard Rated	8p / copy	8p / copy	-
A3 per sheet – colour	Standard Rated	14p / copy	14p / copy	-
<b>Miscellaneous</b>				
Agendas per copy				
Council	Zero Rated	5.40	11.00	103.70%
Planning	Zero Rated	11.00	11.00	-
Other committees	Zero Rated	5.40	5.40	-
Photocopies of parts of reports and other documents				
1 copy A4	Standard Rated	0.10	0.10	-
1 copy A3	Standard Rated	0.20	0.20	-
Mortgage questionnaire	Zero Rated	92.70	92.70	-
Sealing fee for mortgages (redemption)	Zero Rated	82.00	82.00	-
<b>Published statement of accounts</b>	Zero Rated	£11 + p&p	£11 + p&p	-

Category	VAT	2020/21 £	2020/21 £	2021/22 £	2021/22 £	% increase
<b>Legal services</b>						
<b>Miscellaneous agreements</b>						
Retrospective consent (ex council properties)	Zero Rated	120.00		130.00		8.33%
Recharge of legal costs for Section 106 Agreements or unilateral undertakings	Non-Business	At cost minimum fee £2,000		At cost minimum fee £2,000		-
S106 Agreement shortform unilateral undertaking	Non-Business	At cost minimum fee £250		At cost minimum fee £350		40.00%
Variation of S106 agreement or unilateral undertakings	Non-Business	At cost minimum fee £534		At cost minimum fee £750		40.45%
Preparation of lease for industrial unit / shop (includes lease renewal)	Exempt	290.00		300.00		3.45%
Preparation of lease for Greenfields / Atkins (incl lease renewal)	Exempt	290.00		300.00		3.45%
Preparation of lease for Crescent Estate	Exempt			350.00		-
Preparation of non standard lease	Exempt	At cost minimum fee £480		At cost minimum fee £490		2.08%
Sitting out license	Exempt			250.00		
License to occupy	Exempt			250.00		
Preparation of deed of licence / variation of a term of lease	Exempt	250.00		250.00		-
Surrender of lease	Exempt	390.00		390.00		-
Licence to assign	Exempt	390.00		390.00		-
Recharge of costs for sale / purchase of land	Exempt	At cost minimum fee £401		At cost minimum fee £410		2.24%
Preparation of a deed of release of a restrictive covenant	Standard Rated	250.00		260.00		4.00%
Open space land adoption	Exempt	At cost minimum fee £775		At cost minimum fee £800		3.23%
Data protection subject to access request (statutory maximum)	Non-Business	10.00		10.00		-
Deed of dedication	Non-Business	300.00		300.00		-
Deed of rectification (nil charge if council in error)	Standard Rated	280.00		280.00		-
Right of way (standard easement)	Non-Business	220.00		250.00		13.64%
Retrospective consent (RTB properties)	Non-Business	120.00		120.00		-
Postponement of charge (RTB properties)	Non-Business	120.00		120.00		-
Licence authorising change of use	Non-Business	243.00		243.00		-
Grazing licences	Zero Rated	120.00		120.00		-
Deed of variation of leases	Standard Rated	350.00		350.00		-
JCT minor works contract	Non-Business	109.00		109.00		-
Sealing fee	Non-Business	20.75		20.75		-
Leasehold of Landlord	Standard Rated	80.00		80.00		-
Notice fee (Notice of Assignment/Mortgage)	Standard Rated	50.00		50.00		-
<b>Charge for diversion / extinguishment of public rights of way</b>			<b>FIRST PATH</b>	<b>EACH ADD.</b>	<b>FIRST PATH</b>	<b>EACH ADD.</b>
Stage 1 (preliminary consultation)	Non-Business	880.00	260.00	880.00	260.00	-
Stage 2 (making order)	Non-Business	352.00	103.50	352.00	103.50	-
Stage 3 (submission to secretary of state where order opposed)	Non-Business	413.00	103.50	413.00	103.50	-
Stage 4 (confirmation of order)	Non-Business	207.00	61.50	207.00	61.50	-
<b>Note:</b> - No payment to be made until completion of Stage 2 (or such earlier stage if the matter proceeds no further) and, thereafter, at every appropriate subsequent stage						
<b>Temporary Road Closures</b>	Non-Business	175.00		175.00		-

## Hinckley & Bosworth Borough Council

### Town and Country Planning Fees Applications - scale of fees

<b>Outline Applications</b>		
£462 per 0.1 hectare for sites up to and including 2.5 hectares	Not more than 2.5 hectares	£462 per 0.1 hectare
£11,432 + £138 for each 0.1 in excess of 2.5 hectares to a maximum of £150,000	More than 2.5 hectares	£11,432 + £138 per 0.1 hectare
<b>Householders Application</b>		
Alterations/extensions to a <b>single dwellinghouse</b> , including works within boundary	Single dwellinghouse	£206
<b>Full Applications (and First Submissions of Reserved Matters; or Technical Details Consent)</b>		
Alterations/extensions to <b>two or more dwellinghouses</b> , including works within boundary	Two or more dwellinghouses (or two or more flats)	£407
<b>New dwellinghouses</b> (up to and including 50)	New dwellinghouses (not more than 50)	£462 per dwellinghouse
<b>New dwellinghouses</b> (for <i>more</i> than 50) £22,859 + £138 per additional dwellinghouse in excess of 50 up to a maximum fee of £300,000	New dwellinghouses (more than 50)	£22,859 + £138 per additional dwellinghouse
<b>Erection of buildings</b> (not dwellinghouses, agricultural, glasshouses, plant nor machinery):		
Gross floor space to be created by the development	No increase in gross floor space or no more than 40 sq m	£234
Gross floor space to be created by the development	More than 40 sq m but no more than 75 sq m	£462
Gross floor space to be created by the development	More than 75 sq m but no more than 3,750 sq m	£22,859 + £138 for each additional 75 sq m in excess of 3,750 sq m to a maximum of £300,000
<b>Erection of buildings</b> (on land used for agriculture for agricultural purposes)		
Gross floor space to be created by the development	Not more than 465 sq m	£96
Gross floor space to be created by the development	More than 465 sq m but not more than 540 sq m	£462
Gross floor space to be created by the development	More than 540 sq m but not more than 4,215 sq m	£462 for first 540 sq m + £462 for each 75 sq m (or part thereof) in excess of 540 sq m
Gross floor space to be created by the development	More than 4,215 sq m	£22,859 + £138 for each additional 75 sq m in excess of 4,215 sq m to a maximum of £300,000
<b>Erection of glasshouses</b> (on land used for the purpose of agriculture)		
Gross floor space to be created by the development	Not more than 465 sq m	£96
Gross floor space to be created by the development	More than 465 sq m	£2,580
<b>Erection/alterations/replacement of plant and machinery</b>		
Site area	Not more than 5 hectares	£462 for each 0.1 hectare (or part thereof)
Site area	More than 5 hectares	£22,859 + additional £138 for each 0.1 hectare (or part thereof) in excess of 5 hectares to a maximum of £300,00

<b>Applications other than Building Works</b>		
<b>Car parks, service roads or other accesses</b>	For existing uses	£234
<b>Waste</b> (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)		
Site area	Not more than 15 hectares	£234 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£34,934 + £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000
<b>Operations connected with exploratory drilling for oil or natural gas</b>		
Site area	Not more than 7.5 hectares	£508 for each 0.1 hectare (or part thereof)
Site area	More than 7.5 hectares	£38,070 + £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares up to a maximum of £300,000
<b>Operations (other than exploratory drilling) for the winning and working of oil or natural gas</b>		
Site area	Not more than 15 hectares	£257 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£38,520 + £151 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000
<b>Other operations (winning and working of minerals) excluding oil and natural gas</b>		
Site area	Not more than 15 hectares	£234 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£34,934 + £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £78,000
<b>Other operations (not coming within any of the above categories)</b>		
Site area	Any site area	£234 for each 0.1 hectare (or part thereof) up to a maximum of £2,028

<b>Lawful Development Certificate</b>	
Existing use or operation	Same as Full
Existing use or operation - lawful not to comply with any condition or limitation	£234
Proposed use or operation	Half the normal planning fee

<b>Prior Approval</b>	
Agricultural and Forestry buildings & operations or demolition of buildings	£96
Communications (previously referred to as 'Telecommunications Code Systems Operators')	£462
Proposed Change of Use to State Funded School or Registered Nursery	£96
Proposed Change of Use to Agricultural Building to a State Funded School or Registered Nursery	£96
Proposed Change of Use to Agricultural Building to a flexible use within Shops, Financial and Professional service, Restaurants and Cafes, Business, Storage or Distribution, Hotel, or Assembly or Leisure	£96
Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwellinghouse)	£96
Proposed Change of Use to Agricultural Building to a Dwellinghouse (Use Class C3), where there are no Associated Building Operations	£96
Proposed Change of Use to Agricultural Building to a Dwellinghouse (Use Class C3), and Associated Building Operations	£206
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), where there are <u>no</u> Associated Building Operations	£96
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), and Associated Building Operations	£206

<b>Prior Approval continued...</b>	
Notification for Prior Approval for a Change of use from Storage or Distribution Buildings (Class B8) and any land within its curtilage to Dwellinghouses (Class C3)	£96
Notification for Prior Approval for a Change of use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3)	£96
Notification for Prior Approval for a Change of use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3), and Associated Building Operations	£206
Notification for Prior Approval for a Change of use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurant and Cafes (Class A3)	£96
Notification for Prior Approval for a Change of use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurant and Cafes (Class A3), and Associated Building Operations	£206
Notification for Prior Approval for a Change of use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses) to Assembly and Leisure Uses (Class D2)	£96
Notification for Prior Approval for a Development Consisting of the Erection or Construction of a Collection Facility within the curtilage of a Shop	£96
Notification for Prior Approval for the Temporary Use of Building or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use	£96
Notification for Prior Approval for the Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£96

<b>Reserved Matters</b>	
Application for approval of reserved matters following outline approval	Full fee due or if full fee already paid then £462 due

<b>Approval/Variation/discharge of condition</b>	
Application for removal or variation of a condition following grant of planning permission	£234
Request for confirmation that one or more planning conditions have been complied with	£34 per request for Householders otherwise £116 per request

<b>Change of Use of a building to use as one or more separate dwellinghouses, or other cases</b>		
Number of dwellinghouses	Not more than 50	£462 for each
Number of dwellinghouses	More than 50 dwellinghouses	£22,859 + £138 for each in excess of 50 up to a maximum of £300,000
<b>Other Changes of Use of a building or land</b>		£462

<b>Advertising</b>	
Relating to the business on the premises	£132
Advance signs which are not situated on or visible from the site, directing the public to a business	£132
Other Advertisements	£462

<b>Application for a Non-material Amendment Following a Grant of Planning Permission</b>	
Applications in respect of householder developments	£34
Applications in respect of other developments	£234

<b>Application for Permission in Principle (valid from 1 June 2018)</b>	
Site area	£402 for each 0.1 hectare (or part thereof)

## Concessions

**Please note:** Not all concessions are valid for all applications types. Upon receipt of your application, the local authority will check the fee is correct and if the concession is applicable.

### Exemptions from payment

An application solely for the alteration or extension of an existing dwellinghouse; or works in the curtilage of an existing dwellinghouse (other than the erection of a dwellinghouse) for the purpose of providing:

- Means of access to or within it for a disabled person who resident in it, or is proposing to take up residence in it; or
- Facilities designed to secure that person's greater safety, health or comfort.

An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted.

Listed Building Consent

Planning permission for relevant demolition in a Conservation Area

Works to trees covered by a Tree Preservation Order or in a Conservation Area Hedgerow Removal

If the application is the first revision of an application for development of the same character or description on the same site by the same applicant:

- For a withdrawn application: Within 12 months of the date the application was received
- For a determined application: Within 12 months of the date the application was granted, refused or an appeal dismissed
- For an application where an appeal was made on the grounds of non-determination: Within 12 months of the period when the giving notice of a decision on the earlier valid application expired

If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same development would be exempt from the need to pay a planning fee under any other planning fee regulation

If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) or where the application is made following refusal of consent for display of an advertisement, and where the application is made by or on behalf of the same person

If the application for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 to the advertisement in question

If the application is for alternative proposals for the same site by the same applicant, in order to benefit from the permitted development right in Schedule 2 Part 3 Class V of the Town and Country Planning (General Permitted Development) Order 2015 (as amended)

**Please note:** Not all concessions are valid for all applications types. Upon receipt of your application, the local authority will check the fee is correct and if the concession is applicable.

### Exemptions from payment continued...

If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant demolition in a Conservation Area

If the application is for a Certificate of Lawfulness of Proposed Works to a listed building

Prior Approval for a Proposed Larger Home Extension

### Reduction to payments

If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then the fee is £462

If the application is being made on behalf of a parish or community council then the fee is 50%

If the application is an alternative proposal being submitted on the same site by the same applicant on the same day, where this application is of lesser cost then the fee is 50%

In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £462

If the application is for a Lawful Development Certificate for a Proposed use or development, then the fee is 50%

If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for the highest fee plus half the sum of the others

Where an application crosses one or more local or district planning authorities, the Planning Portal fee calculator will only calculate a cross boundary application fee as 150% of the fee that would have been payable if there had only been one application to a single authority covering the entire site.

If the fee for the divided site is smaller when the sum of the fees payable for each part of the site are calculated separately, you will need to contact the lead local authority to discuss the fee for this divided site.

The fee should go to the authority that contains the larger part of the application site.