

CABINET

URN 23-175

Subject Fees and Charges 2024/25

Report to Cabinet - 29 January 2024

Report by: Financial Services Manager



SUBJECT MATTER/RECOMMENDATIONS

This report recommends for approval the schedule of fees and charges for the 2024/25 financial year which have been set in line with the fees and charges policy 2020/21 to 2024/25.

RECOMMENDATIONS

That Cabinet:

- 1) Approve the schedule of fees and charges for 2024/25 as detailed in appendix A of the report as per the fees and charges policy from 1 April 2024;
- 2) RECOMMEND TO COUNCIL approval of those fees and charges as detailed within Appendix B from 1 April 2024.

1. INTRODUCTION / BACKGROUND

- 1.1 The Council approved a fees and charges policy in December 2019 covering the period 2020/21 to 2024/25. This policy is part of the financial planning process within which the Council's fees and charges would be set annually. Income from fees and charges provides a key source of income to the Council for the provision of its services. The setting of the fees and charges for the 2024/25 will be final year in line with the current policy and therefore the policy will be refreshed ahead of the setting of the fees and charges for future budget setting processes.
- 1.2 Operating within a fees and charges policy provides a clear framework for setting the annual fees and charges for services provided by the Borough Council. There will be occasions when decisions around the setting of fees and charges need to be made that are outside of the policy, for example in response to local factors which influence demand for a service. There needs to be clear reasons for making changes outside of the policy and these would need to consider the longer-term income generation opportunities and overall impact to the financial position of the authority.
- 1.3 The setting of the fees and charges annually provides a key element of the annual budget setting process to inform the service income budgets which also consider local demand and other local factors. In addition, future financial projections will make assumptions on the level of planned increases to fees and charges in line with the current policy to provide

estimates on the level of future income that maybe achievable, although the impact of demand and other economic factors will be taken into account also.

- 1.4 The policy sets out some criteria and rationale for the annual changes to fees and charges which largely allow for the annual setting of charges to be set to ensure that they recover the cost of the service, increases of RPI only or RPI plus up to 2%, for the period until 2024/25. There are exceptions to this including the following:
- Where fees are statutory and are therefore outside the scope of control for the Council to set;
 - Where fees are set within national rules for cost recovery, for example land charges and building control.
- 1.5 Fees and charges set within the framework are reported to Cabinet for approval as part of the annual budget setting process, those that are outside of the frame will form a recommendation to Council as part of the later budget report.

2. FEES AND CHARGES PROPOSALS FOR 2024/25

- 2.1 The proposed fees and charges for 2024/25 are detailed at Appendix A to the report. All fees and charges have been reviewed by services and options for increases considered ranging from no increase to maximum increases in line with the policy of RPI plus upto 2%, RPI in September 2023 was 8.9%. The policy also allows for the recovery of costs for a service and therefore this has been taken into account when setting the charges for the coming year, for example the increased inflationary costs that the council is facing in the provision of the services provided and where fees have not been reviewed to reflect the current costs of delivery, a number of the fees have therefore increased above the RPI increases to reflect the cost recovery criteria of the policy. For administration purposes, the proposals will have been rounded, as applicable, for example where charges are reliant upon change such as car parking charges. As part of the review of fees and charges market forces are taken into account to ensure that fees still remain competitive where applicable so as not to impact on demand for services.
- 2.2 For 2024/25 most fees and charges set are within the policy within the above criteria, there are however a few exceptions which are detailed at Appendix B and cover a number of new fees and charges introduced across a number of services for operational and for consistency in the following areas, these will form recommendations to Council :
- 2.2.1 Customer Services – Car Parks and Crematoria
 - 2.2.2 Environmental Services – Administrative provision of replacement bins
 - 2.2.3 Planning – A review of the planning fees and charges has been undertaken to introduce a revised charging structure for pre-application, minor residential, medium residential, major residential and non residential.
 - 2.2.4 Events – New charges are being proposed for the charging of events on Council Car parks and council land as outlined within the appendix.

3. FINANCIAL IMPLICATIONS

- 3.1 The financial implications from the proposed changes have been factored into the detailed service budgets for 2024/25 and used to inform the future financial projections.

4. RISK IMPLICATIONS

- 4.1 There is a risk of non-delivery of budgeted income from the fees and charges for example as a result of a reduction in demand for a service, an element of this risk is mitigated by the informed calculation of the income budgets taking into account known local and national factors and also current and past trends.
- 4.2 Where the level of income is related to service demand there are factors that are outside of the control of the Council, for example the impact that weather can have on the level of car parking income, or confidence in the economy on planning application income. A prudent approach is taken to the setting of these income budgets and the more significant demand income budgets, for example car parking fee income and planning income are closely monitored during the year.
- 4.3 The level of income from fees and charges is reviewed during the year in terms of delivery of income targets as part of the budget monitoring process and therefore future charges could be subject to change to mitigate any financial risks.
- 4.4 The general reserve includes an allowance for fluctuations in income from demand led services which can be used to mitigate significant impacts during the year of reductions in income, although this should not be a long-term source of mitigation.

5. CONCLUSIONS

- 5.1 The proposed fees and charges for 2024/25 have been calculated based on the current fees and charges policy and also reflecting increased cost and inflationary pressures on the Council. The additional income will deliver help to mitigate some of the funding gap currently forecast and mitigate additional costs of service provision. The proposals have been factored into the detailed budget for 2024/25.

Consultations	Comment
Monitoring Officer Consultation:	ELT Consultation
Section 151 Officer Consultation:	Report Author
Existing Council Policies:	Fees and Charges Policy
Equality Issues/EQIA assessment:	Fee increases for non statutory services may not impact on specific protected characteristics, but will impact on those who have a low income, however those people will be directly affected by any increased cost of living.

Fees & Charges 2024/25

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Fee and Charges note

Generally any increase in fees and charges will take effect from 1st April 2024.
RPI for September 2023 is 8.9%

The prices quoted in this book are **inclusive of Value added Tax (VAT)** when VAT is applicable, therefore individuals and companies do not need to add VAT to the prices quoted. Please refer to the VAT code key below for further details.

VAT Code Key

Current standard rate of VAT is 20%

This schedule for fees and charges show the rate of VAT applicable which is denoted by

S - Standard Rated

EX - Exempt

OS - Outside scope

ZE - Zero rated

P - VAT to be added standard rated elements in packages.

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Cremation and Cemeteries						
Funeral Services						
Essential Rose package – Cremation only no service or attendance.	£1,295.00	£1,300.00	OS	£5.00	0.4%	
Essential Plus Rose package – Cremation and 15- minute service in the chapel with attendance (includes music choices). Service times 08:15, 16:00, 16:30 (price excludes VAT)	£1,995.00	£2,095.00	P	£100.00	5.0%	
Premium Rose package – Flexible cremation & 25- minute service in the chapel with attendance. Includes music choices. Service times: 09:15, 10:00, 11:30, 12:15, 13:00, 13:45, 14:30, 15:15. (price excludes VAT).	£2,495.00	£2,620.00	P	£125.00	5.0%	
Cremation Charges						
<i>The Fee Includes an Environmental Charge of £65</i>						
Non-viable foetus or still born child	No Charge	No Charge				
The body of a child of fours years, but not exceeding twelve years at the time of death.	No Charge	No Charge				
For Service times: 08:15, 08:45, 16:00 and 16:30 (30 minutes)	£899.00	£950.00	S	£51.00	5.7%	
For Service times 09:15, 10:00, 10:45, 11:30, 12:15, 13:00, 13:45, 14:30, 15:15 (45 minutes)	£995.00	£1,050.00	S	£55.00	5.5%	
Funeral Director No Attendance (arrangements required, no service) - delivery by agreement.						
Commercial operator rates available, please contact Bereavement Services Manager.	£525.00	£525.00	OS	£0.00	0.0%	
Commercial operators: please contact the Bereavement Services Manager for available rates						
<i>Saturday Services details on request</i>						
<i>50% cancellation fee will apply to cremations cancelled within 48hrs of the service</i>						
Additional Charges						
Scattering of cremated remains from this Crematorium in the lawn area, with relatives and an officer in attendance	£100.00	£105.00	OS	£5.00	5.0%	
Scattering of cremated remains from this Crematorium in the lawn area, no attendance	£70.00	£75.00	OS	£5.00	7.1%	
<u>Hire of Crematorium Chapel:</u>						
For Burial / Memorial Service	£200.00	£220.00	OS	£20.00	10.0%	
Extension of half an hour for Cremation Service	£225.00	£250.00	OS	£25.00	11.1%	*
Hire of Crematorium Chapel only	£310.00	£330.00	OS	£20.00	6.5%	
Temporary retention of ashes, after first four weeks, per month	£30.00	£34.00	OS	£4.00	13.3%	*
Bio-degradable box urn	No Charge	No Charge	OS			
Additional Certificate of Cremation	£28.00	£30.00	OS	£2.00	7.1%	
Pall bearers (each)	£35.00	£39.00	OS	£4.00	11.4%	*
Visual tributes						
Webcast	£85.00	£80.00	S	-\$5.00	-5.9%	decrease to encourage take up service
Downloadable recording MP4 Video File	£32.00	£32.00	S	£0.00	0.0%	
Downloadable recording MP4 Video File (Including video tribute)	£48.00	£48.00	S	£0.00	0.0%	
Recording DVD/USB	£67.00	£67.00	S	£0.00	0.0%	
Recording DVD/USB (including video tribute)	£72.00	£72.00	S	£0.00	0.0%	
Visual Tribute Single Still Image	£17.00	£18.00	S	£1.00	5.9%	
Visual Tribute slide show up to 25 images (no music)	£40.00	£40.00	S	£0.00	0.0%	
Visual Tribute slide for every 25 additional images (no music)	£28.00	£28.00	S	£0.00	0.0%	
Visual Tribute slide show up to 25 images (with music)	£84.00	£84.00	S	£0.00	0.0%	
Visual Tribute slide for every 25 additional images (with music)	£28.00	£28.00	S	£0.00	0.0%	
Visual Tribute Family Video File (not part of slide show)	£28.00	£30.00	S	£2.00	7.1%	
Visual Tribute Family Video File as part of slide show	£0.00	£20.00	S	£20.00	NEW	New Charge
Visual Tribute downloadable MP4 Video File	£21.00	£24.00	S	£3.00	14.3%	*
Visual Tribute DVD/USB	£32.00	£32.00	S	£0.00	0.0%	
Urgent Service Request	£100.00	£110.00	S	£10.00	10.0%	
Dedications						
Two-line entry	£96.00	£101.00	S	£5.00	5.2%	
Five-line entry	£135.00	£142.00	S	£7.00	5.2%	

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Cremation and Cemeteries						
Eight-line entry	£180.00	£200.00	S	£20.00	11.1%	*
Five-line entry with flower illustration or similar	£200.00	£220.00	S	£20.00	10.0%	
Five-line entry with heraldic device	£220.00	£235.00	S	£15.00	6.8%	
Eight-line entry with flower illustration or similar	£220.00	£235.00	S	£15.00	6.8%	
Eight-line entry with full heraldic device or crest	£390.00	£390.00	S	£0.00	0.0%	
Memorial Cards						
Two Line entry	£53.00	£53.00	S	£0.00	0.0%	
Five-line entry	£63.00	£70.00	S	£7.00	11.1%	*
Eight-line entry	£84.00	£90.00	S	£6.00	7.1%	
Five-line entry with flower illustration or similar	£130.00	£175.00	S	£45.00	34.6%	*
Eight-line entry with flower illustration or similar	£160.00	£205.00	S	£45.00	28.1%	*
Five-line entry with heraldic device	£180.00	£220.00	S	£40.00	22.2%	*
Eight-line entry with full heraldic device or crest	£190.00	£240.00	S	£50.00	26.3%	*
Memory Books						
Two Line entry	£79.00	£85.00	S	£6.00	7.6%	
Five-line entry	£87.00	£100.00	S	£13.00	14.9%	*
Eight-line entry	£98.00	£120.00	S	£22.00	22.4%	*
Five-line entry with flower illustration or similar	£155.00	£200.00	S	£45.00	29.0%	*
Eight-line entry with flower illustration or similar	£170.00	£215.00	S	£45.00	26.5%	*
Five-line entry with heraldic device	£160.00	£205.00	S	£45.00	28.1%	*
Eight-line entry with full heraldic device	£175.00	£250.00	S	£75.00	42.9%	*
<i>NB: For each additional entry in Velum book - as in Memorial Cards above inclusive of postage and packing</i>						
Memorial Garden (including provision of Bronze Plaque Ten Year dedication period for plaque)						
Shrub	£310.00	£326.00	S	£16.00	5.2%	
Standard Ornamental Shrub	£360.00	£378.00	S	£18.00	5.0%	
Double Plaque (to replace single)	£80.00	£100.00	S	£20.00	25.0%	*
Embossed motif (from selection) on bronze plaque	£21.00	£24.00	S	£3.00	14.3%	*
Postage & packaging of expired memorial plaque	£10.00	£12.00	S	£2.00	20.0%	*
Memorial Garden (including provision of Bronze Plaque Five Year dedication period for plaque)						
Shrub	£185.00	£195.00	S	£10.00	5.4%	
Standard Ornamental Shrub	£215.00	£226.00	S	£11.00	5.1%	
Double Plaque (to replace single)	£80.00	£100.00	S	£20.00	25.0%	*
Embossed motif (from selection) on bronze plaque	£21.00	£24.00	S	£3.00	14.3%	*
Postage & packaging of expired memorial plaque	£10.00	£12.00	S	£2.00	20.0%	*
Memorial Tree (including provision of Bronze Plaque) Ten Year dedication period.						
Ten-year dedication period	£505.00	£560.00	S	£55.00	10.9%	
Renewal – Ten-year dedication period	£300.00	£327.00	S	£27.00	9.0%	
Individual Memorial Seat (including provision of Bronze Plaque) Ten Year dedication period.						
Six-foot seat	£1,370.00	£1,520.00	S	£150.00	10.9%	
Additional bronze plaque	£240.00	£252.00	S	£12.00	5.0%	
Renewal for ten-year dedication period	£630.00	£687.00	S	£57.00	9.0%	
Individual Wall Plaques. Ten Year dedication period.						
Bronze plaque - black with gold lettering	£190.00	£200.00	S	£10.00	5.3%	
Renewal of existing plaque - ten-year dedication period	£130.00	£145.00	S	£15.00	11.5%	*
To add additional name or request new plaque to replace existing (new 4-line plaque)	£95.00	£100.00	S	£5.00	5.3%	
Polished Sterling Grey Granite Memorial Vase Kerbs. Ten Year dedication period.						
Granite Memorial Vase Kerbs with 6-line inscription	£490.00	£550.00	S	£60.00	12.2%	*
Renewal – ten-year dedication period	£375.00	£420.00	S	£45.00	12.0%	*
Hexagonal Sandstone Tower with Granite Plaque. Ten Year dedication period.						
Granite memorial plaque with 6-line inscription	£195.00	£217.00	S	£22.00	11.3%	*
Renewal of existing plaque for ten-year period	£135.00	£150.00	S	£15.00	11.1%	*
Sanctum 2000 above ground vaults.						
Twenty - year lease of granite vault and black granite plaque and lettering (up to 80 letters) first interment and first posy vase	£1,240.00	£1,400.00	S	£160.00	12.9%	*
<i>Decorative motifs/floral tribute on plaque (samples & price on request)</i>						

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Cremation and Cemeteries						
Cameo photograph arranged and fixed to plaque (4cm x 3cm) (samples & price on request)	£140.00	Price on request	S	n/a	n/a	
Cameo photograph arranged and fixed to plaque (7cm x 5cm) (samples & price on request)	£170.00	Price on request	S	n/a	n/a	
Heart shaped cameo photo, arranged and fixed to plaque	£225.00	Price on request	S	n/a	n/a	
Replacement of black granite plaque (excluding photograph) up to 80 letters (samples & price on request)	£450.00	Price on request	S	n/a	n/a	
Additional letters (per letter)	£5.00	£6.00	S	£1.00	20.0%	*
<i>Repainting of current plaque price on request (dependent on characters and motifs)</i>						
Buxton Bench. Twenty-year lease period						
Twenty- year lease Granite bench with two recesses for plaque, including one 7' x 5' engraved memorial plaque	£1,000.00	£1,100.00	S	£100.00	10.0%	
Second plaque	£140.00	£190.00	S	£50.00	35.7%	*
Ornamental Memorial Tree in Garden of Remembrance						
Ornamental tree with plaque including inscription and motif, on a twenty- year lease	£740.00	£806.00	S	£66.00	8.9%	
Cemetery Charges						
Interment Charges						
The following charges relate to burial of persons resident within the Borough area at the time of death:						
The body of a child whose age at the time of death did not exceed twelve years	No Charge	No Charge				
The body of a person whose age at the time of death exceeded twelve years	£965.00	£1,080.00	OS	£115.00	11.9%	*
The following charges relate to the burial of persons who are not resident within the Borough are:						
The body of a stillborn child or child whose age at the time of death did not exceed one month	£150.00	£167.00	OS	£17.00	11.3%	*
The body of a child whose age at the time of death exceeded one month, but did not exceed twelve years	£195.00	£217.00	OS	£22.00	11.3%	*
The body of a person whose age at the time of death exceeded twelve years	£1,365.00	£1,514.00	OS	£149.00	10.9%	
Additional Charges						
Excavation for 9' x 4' walled graves (not including construction of walls)	£245.00	£272.00	OS	£27.00	11.0%	*
<i>Larger excavations - prices upon request</i>						
For burial at 3pm or after	£80.00	£90.00	OS	£10.00	12.5%	*
Interment of cremated remains						
In a grave for which Exclusive Right of Burial has been granted						
The body of a child not exceeding four years of age at the time of death	£62.00	£69.00	OS	£7.00	11.3%	*
The body of a child of four years but not exceeding twelve years at the time of death	£73.00	£81.00	OS	£8.00	11.0%	*
The body of a person whose age at the time of death exceeded twelve years (resident)	£290.00	£320.00	OS	£30.00	10.3%	
The body of a person whose age at the time of death exceeded twelve years (non-resident interred into new grave)	£485.00	£538.00	OS	£53.00	10.9%	
The body of a person whose age at the time of death exceeded twelve years (non-resident interred into occupied grave)	£290.00	£320.00	OS	£30.00	10.3%	
Double interment of cremated remains (resident)	£310.00	£335.00	OS	£25.00	8.1%	
Double interment of cremated remains (non- resident interred into occupied grave)	£310.00	£335.00	OS	£25.00	8.1%	
Purchase & Interment of cremated remains -Woodland area						

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Cremation and Cemeteries						
In a grave for which Exclusive Right of Burial has been granted						
Internment of single set of cremated remains (including plaque)	£315.00	£331.00	OS	£16.00	5.1%	
Internment of double set of cremated remains (additional £100 for addition/change plaque)	£525.00	£552.00	OS	£27.00	5.1%	
Exhumation Charges						
Exhumation of body of any age	£2,340.00	£2,596.00	EX/S	£256.00	10.9%	
Exhumation of cremated remains	£325.00	£361.00	EX/S	£36.00	11.1%	*
Reinternment Charges						
Charges for each reinternment in accordance with normal fees						
Purchase of Exclusive Right of Burial - 50 years						
Purchase by resident of the Borough:						
<i>(Temporary memorial free upon request for the first internment)</i>						
Earthen grave 9'x4'	£890.00	£988.00	EX	£98.00	11.0%	*
Earthen grave 2'x2' (ashes)	£600.00	£666.00	EX	£66.00	11.0%	*
Earthen grave 4'x2' (Child up to age of four)	£185.00	£206.00	EX	£21.00	11.4%	*
Purchase by non-resident of the Borough:						
<i>(Temporary memorial free upon request for the first internment)</i>						
Earthen grave 9'x4'	£1,495.00	£1,658.00	EX	£163.00	10.9%	
Earthen grave 2'x2' (ashes)	£1,000.00	£1,109.00	EX	£109.00	10.9%	
Earthen grave 4'x2' (Child up to age of four)	£190.00	£211.00	EX	£21.00	11.1%	*
Temporary memorial (including carriage)	£80.00	£84.00	S	£4.00	5.0%	
Monuments and Gravestones						
From 1st April 2020 there will be an administration charge for the permission to erect a memorial on all plots in all cemeteries.						
	£105.00	£105.00	S	£0.00	0.0%	
<i>Where the Exclusive Right of Burial was purchased before 1st April 1989, a monument fee of £90.00 shall be paid.</i>						
<i>On safety grounds, no memorial constructed of wood, glass, china or plastic material, except for the approved design for temporary memorials issued by the Council, shall be placed on any grave and all</i>						
Supplementary charges						
Search Fee for Burial Registers (excluding genealogy enquiries) (per entry)	£49.00	£55.00	OS	£6.00	12.2%	*
Indemnity Form (where owner is unable to produce original purchase Deed)	£28.00	£30.00	OS	£2.00	7.1%	
Fee for transfer of Deed of Exclusive Right	£50.00	£55.00	OS	£5.00	10.0%	
Fee for transfer of Deed of Exclusive Right (Deed not available)	£80.00	£85.00	OS	£5.00	6.3%	
Genealogy enquires per hour or part thereof	£52.00	£58.00	S	£6.00	11.5%	*
Administrative Fee (for preparation/production/amended/duplication of paperwork) (NB - fee non-refundable, if after search grave is not located)	£28.00	£30.00	S	£2.00	7.1%	
Dedications						
Memorial Benches (including provision of plaque)						
Ten Year dedication period	£1,365.00	£1,514.00	S	£149.00	10.9%	
Additional Plaque	£240.00	£267.00	S	£27.00	11.3%	*
Dedication Posy Vase	£75.00	£84.00	S	£9.00	12.0%	*
Return of memorial Plaque	£10.00	£12.00	S	£2.00	20.0%	*
Garden Memorials (including provision of plaque)						
Memorial Rose with ten-year dedication period	£385.00	£420.00	S	£35.00	9.1%	

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Cremation and Cemeteries						
Memorial shrub with ten-year dedication period	£330.00	£360.00	S	£30.00	9.1%	
Memorial tree with ten-year dedication period	£510.00	£560.00	S	£50.00	9.8%	
Return of memorial plaque	£10.00	£12.00	S	£2.00	20.0%	*
Open Space Dedications						
Ten Year Dedication Plaque (no bench)	£245.00	£272.00	S	£27.00	11.0%	*
Dedication Posy Vase	£75.00	£84.00	S	£9.00	12.0%	*
Return of Dedication Plaque	£10.00	£12.00	S	£2.00	20.0%	*

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
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Pay & Display Car Parks

Town Centre Car Parks

King Street, Market Place & Howard Street Car Park

Monday to Saturday						
Up to 30 mins	£0.80	£0.90	S	£0.10	12.5%	*
Up to 90 mins	£1.50	£1.60	S	£0.10	6.7%	
Up to 2 hrs	£2.20	£2.20	S	£0.00	0.0%	
Up to 3 hrs	£3.20	£3.20	S	£0.00	0.0%	
Up to 4 hrs	£4.20	£4.20	S	£0.00	0.0%	
Over 4 hrs	£8.00	£8.00	S	£0.00	0.0%	
Free after 4pm						
Sunday						
Up to 30 mins	£0.80	£0.90	S	£0.10	12.5%	*
Up to 90 mins	£1.50	£1.60	S	£0.10	6.7%	
Up to 2 hrs	£2.20	£2.20	S	£0.00	0.0%	
Up to 3 hrs	£3.20	£3.20	S	£0.00	0.0%	
Up to 4 hrs & over	£4.20	£4.20	S	£0.00	0.0%	

Stonecutters, George Street, Brewery Plain, Greyfriars

Monday to Saturday						
Up to 90 mins	£1.50	£1.60	S	£0.10	6.7%	
Up to 2 hrs	£2.20	£2.20	S	£0.00	0.0%	
Up to 3 hrs	£3.20	£3.20	S	£0.00	0.0%	
Up to 4 hrs	£4.20	£4.20	S	£0.00	0.0%	
Over 4 hrs	£8.00	£8.00	S	£0.00	0.0%	
Free after 4pm						
Wednesday 12pm to 8am (King Street, George Street & Brewery Plain.	Free	Free				
Sunday						
Up to 90 mins	£1.50	£1.60	S	£0.10	6.7%	
Up to 2 hrs	£2.20	£2.20	S	£0.00	0.0%	
Up to 3 hrs	£3.20	£3.20	S	£0.00	0.0%	
Up to 4 hrs & over	£4.20	£4.20	S	£0.00	0.0%	

Fullers Hill Car Park

Monday to Saturday						
Up to 90 mins	£1.50	£1.60	S	£0.10	6.7%	
Up to 2 hrs	£2.20	£2.20	S	£0.00	0.0%	
Up to 3 hrs	£3.20	£3.20	S	£0.00	0.0%	
Up to 4 hrs	£4.20	£4.20	S	£0.00	0.0%	
Over 4 hrs	£6.00	£6.60	S	£0.60	10.0%	
Free after 4pm						
Sunday						
Up to 90 mins	£1.50	£1.60	S	£0.10	6.7%	
Up to 2 hrs	£2.20	£2.20	S	£0.00	0.0%	
Up to 3 hrs	£3.20	£3.20	S	£0.00	0.0%	
Up to 4 hrs & over	£4.20	£4.20	S	£0.00	0.0%	

Blackfriars Car Park

Monday to Sunday (8am to 9pm)						
Up to 90 mins	£1.50	£1.60	S	£0.10	6.7%	
Up to 2 hrs	£2.20	£2.20	S	£0.00	0.0%	
Up to 3 hrs	£3.20	£3.20	S	£0.00	0.0%	
Up to 4 hrs	£4.20	£4.20	S	£0.00	0.0%	
Cost per hr thereafter	£1.00	£1.00	S	£0.00	0.0%	
Overnight (9pm to 8am)	Free		S			

Middlegate Car Park

Monday to Sunday (8am to 9pm)	£1.20	£1.50	S	£0.30	25.0%	Above policy to bring in line with others
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Seafront Car Parks - Long Stay

St Nicholas & North Drive.

Closed in Winter (Apart form special events)						
Up to 4 hours (1 March to 31 October inclusive)	£6.80	£6.90	S	£0.10	1.5%	
Over 4 hours (1 March to 31 October inclusive)	£10.50	£10.60	S	£0.10	1.0%	
Daily Rate 1st November to end of February (Special events)	£5.00	£5.60	S	£0.60	12.0%	*

Seafront Car Parks - Short Stay

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Pay & Display Car Parks						
Euston Road, Anchor Gardens, Jetty North, Jetty South.						
Summer - Cost per hour, first 2 hours	£2.80	£3.00	S	£0.20	7.1%	
Summer - Cost per hour, after 2 hours	£3.80	£3.80	S	£0.00	0.0%	
Winter - Cost per hour	£1.50	£1.50	S	£0.00	0.0%	
Overnight (9pm to 8am) Free when EV charge point in use.	£1.50	£1.50	S	£0.00	0.0%	
Leisure Centre						
6am to 10pm 7 days per week all year						
Leisure centre members free to park max stay 3 hours						
Leisure centre casual users free to park max stay 3 hrs (certain conditions apply requiring minimum spend for facilities)						
Up to 3 hours	£11.40	£12.00	S	£0.60	5.3%	
Cost per hour over 3 hrs	£3.50	£3.50	S	£0.00	0.0%	
Overnight (10pm to 6am) Free from 9pm to 6am when EV charge point in use.	£1.50	£1.50	S	£0.00	0.0%	
Other Car Parks						
Gorleston High Street						
90 minutes (8am - 4pm)	n/a	£1.60	S	NEW	NEW	New
2 hrs	n/a	£2.20	S	NEW	NEW	New
Hourly rate thereafter	£1.20	£1.00	S	-£0.20	-16.7%	in line with above new fees
Sunday's hourly rate £1.20. (Maximum £4.20 per day)	£1.20	£1.20	S	£0.00	0.0%	
Resident passes per quarter	£23.50	£24.70	S	£1.20	5.1%	
Caister						
Summer - cost per hour or part thereof	£1.20	£1.40	S	£0.20	16.7%	*
Winter - cost per hour or part thereof	Free	Free	S			
Resident passes per quarter	£23.50	£24.70	S	£1.20	5.1%	
Beach Coach Station						
Cars						
Summer - peak tariff up to 4 hours (1 April to 31 October)	£6.20	£6.50	S	£0.30	4.8%	
Summer - peak tariff over 4 hours (1 April to 31 October)	£9.50	£10.00	S	£0.50	5.3%	
Winter - per day	£2.80	£3.00	S	£0.20	7.1%	
Overnight (9pm to 8am) (Free when EV charge point in use).	£1.50	£1.50	S	£0.00	0.0%	
Coaches						
All year - bay fee up to 3 hours	£6.80	£7.50	S	£0.70	10.3%	
All year - daily ticket	£12.00	£13.00	S	£1.00	8.3%	
All year - weekly ticket	£62.00	£66.00	S	£4.00	6.5%	
Lorry's						
All year - per twelve-hour period	£18.00	£20.00	S	£2.00	11.1%	*
Solo Motorcycles and Scooter						
In designated area only	No Charge	No Charge				
Other Charges:						
Season Tickets						
Season Ticket Fullers Hill (Monday to Friday only) and Beach Coach Station per month	£41.00	£45.00	S	£4.00	9.8%	
Season Ticket (excluding Palmers) Town Centre short stay and Gorleston High Street CP, Beach Road CP Caister (St Nicholas & North Drive Long Stay Summer only)	£69.00	£72.00	S	£3.00	4.3%	
Reserved bays (Seafront) per Annum	£650.00	£680.00	S	£30.00	4.6%	
Reserved Bays (Seafront) Summer only (1st April to 31st Oct)	£400.00	£415.00	S	£15.00	3.8%	
Rover Tickets						
Weekly	£37.00	£40.30	S	£3.30	8.9%	
Three day (72 hours) (Any three days)	£16.00	£17.50	S	£1.50	9.4%	
Market Traders						
Fullers Hill Car Park (per annum)	£65.00	£71.00	S	£6.00	9.2%	
Private Car Park Bays GYBC Land						
High Mill Road (per annum)	£100.00	£105.00	S	£5.00	5.0%	
All others (per annum)	£189.00	£200.00	S	£11.00	5.8%	
Penalty Charge Notices (1)						
Payment received within 14 days	£35.00	£35.00	S	£0.00	0.0%	
Payment received after 14 days	£70.00	£70.00	S	£0.00	0.0%	

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Pay & Display Car Parks						
Penalty Charge Notices (2)						
Payment received within 14 days	£25.00	£25.00	S	£0.00	0.0%	
Payment received after 14 days	£50.00	£50.00	S	£0.00	0.0%	
Resident Advantage Card						
Advantage Card available to residents only	£4.00	£4.20	S	£0.20	5.0%	

Fees and Charges
2024/25
Great Yarmouth Borough Council

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change
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Local Authority Permits for Part B installations

PLEASE NOTE: The following fees have been prescribed by the Government.

At the time of publishing these Fees and Charges 2024/25 have not been published and are stated at the 2023/24 charge.

Mobile plant and Solvent Emission Activities

Application fees

Standard Process	£1,650.00	£1,650.00	OS	£0.00	0.00%
Additional fee for operating without a permit	£1,188.00	£1,188.00	OS	£0.00	0.00%
Reduced fee activities (except VRs)	£155.00	£155.00	OS	£0.00	0.00%
PVR I & II combined	£257.00	£257.00	OS	£0.00	0.00%
Vehicle refinishers (VRs)	£362.00	£362.00	OS	£0.00	0.00%
Reduced fee activities: Additional fee for operating without a permit	£71.00	£71.00	OS	£0.00	0.00%
Mobile screening and crushing plant	£1,650.00	£1,650.00	OS	£0.00	0.00%
for the third to seventh application	£985.00	£985.00	OS	£0.00	0.00%
for the eighth and subsequent applications	£498.00	£498.00	OS	£0.00	0.00%
Where an application for any of the above is for a combined Part B and waste application, add an extra £279 to the above amounts	£279.00	£279.00	OS	£0.00	0.00%

Annual Subsistence Charge

Standard Process

Low	£772 (+£104)*	£772 (+£104)*	OS		
Medium	£1,161(+£156)*	£1,161(+£156)*	OS		
High	£1,747(+£207)*	£1,747(+£207)*	OS		

Reduced fee activities:

Low	£79.00	£79.00	OS	£0.00	0.00%
Medium	£158.00	£158.00	OS	£0.00	0.00%
High	£237.00	£237.00	OS	£0.00	0.00%

PVR I & II combined:

Low	£113.00	£113.00	OS	£0.00	0.00%
Medium	£226.00	£226.00	OS	£0.00	0.00%
High	£341.00	£341.00	OS	£0.00	0.00%

Vehicle refinishers

Low	£228.00	£228.00	OS	£0.00	0.00%
Medium	£365.00	£365.00	OS	£0.00	0.00%
High	£548.00	£548.00	OS	£0.00	0.00%

Mobile screening and crushing plant:

for first and second permits

Low	£626.00	£626.00	OS	£0.00	0.00%
Medium	£1,034.00	£1,034.00	OS	£0.00	0.00%
High	£1,551.00	£1,551.00	OS	£0.00	0.00%

for the third to seventh permits

Low	£385.00	£385.00	OS	£0.00	0.00%
Medium	£617.00	£617.00	OS	£0.00	0.00%
High	£924.00	£924.00	OS	£0.00	0.00%

eighth and subsequent permits

Low	£198.00	£198.00	OS	£0.00	0.00%
Medium	£314.00	£314.00	OS	£0.00	0.00%
High	£473.00	£473.00	OS	£0.00	0.00%

Late payment Fee	£52.00	£52.00	OS	£0.00	0.00%
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* the additional amounts in brackets must be charged where a permit is for a combined Part B and waste installation. Where a Part B installation is subject to reporting under the E-PRTR Regulation, add an extra £104 to the above amounts

Transfer and Surrender

Standard process transfer	£169.00	£169.00	OS	£0.00	0.00%
Standard process partial transfer	£497.00	£497.00	OS	£0.00	0.00%
New operator at low risk reduced fee activity	£53.00	£53.00	OS	£0.00	0.00%

Fees and Charges
2024/25
Great Yarmouth Borough Council

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change
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Local Authority Permits for Part B installations

Surrender: all Part B activities	£0.00	£0.00	OS	£0.00	#DIV/0!
Reduced fee activities: transfer	£0.00	£0.00	OS	£0.00	#DIV/0!
Reduced fee activities: partial transfer	£47.00	£47.00	OS	£0.00	0.00%

Temporary transfer for mobiles

First transfer	£51.00	£51.00	OS	£0.00	0.00%
Repeat following enforcement or warning	£51.00	£51.00	OS	£0.00	0.00%

Substantial change

Standard process	£1,050.00	£1,050.00	OS	£0.00	0.00%
Standard process where the substantial change results in a new PPC activity	£1,650.00	£1,650.00	OS	£0.00	0.00%
Reduced fee activities	£102.00	£102.00	OS	£0.00	0.00%

LAPPC mobile plant charges

Number of Permits	Low Subsistence /Medium Subsistence				
1	£1034.00/ £1551.00	£1034.00/ £1551.00	OS	£0.00	0.00%
2	£1034.00/ £1551.00	£1034.00/ £1551.00	OS	£0.00	0.00%
3	£617.00/ £924.00	£617.00/ £924.00	OS	£0.00	0.00%
4	£617.00/ £924.00	£617.00/ £924.00	OS	£0.00	0.00%
5	£617.00/ £924.00	£617.00/ £924.00	OS	£0.00	0.00%
6	£617.00/ £924.00	£617.00/ £924.00	OS	£0.00	0.00%
7	£617.00/ £924.00	£617.00/ £924.00	OS	£0.00	0.00%
8 and over	£314.00/ £473.00	£314.00/ £473.00	OS	£0.00	0.00%

LA-IPPC charges

NB - every subsistence charge in the table below includes the additional £104 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation

Type of Charge	Local Authority element				
Application	£3,363.00	£3,363.00	OS	£0.00	0.00%
Additional fee for operating without a permit	£1,188.00	£1,188.00	OS	£0.00	0.00%
Annual Subsistence Low	£1,446.00	£1,446.00	OS	£0.00	0.00%
Annual Subsistence Medium	£1,610.00	£1,610.00	OS	£0.00	0.00%
Annual Subsistence High	£2,333.00	£2,333.00	OS	£0.00	0.00%
Subsistence Variation	£1,368.00	£1,368.00	OS	£0.00	0.00%
Transfer	£235.00	£235.00	OS	£0.00	0.00%
Partial Transfer	£698.00	£698.00	OS	£0.00	0.00%
Surrender	£698.00	£698.00	OS	£0.00	0.00%

Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by £38.

Reduced fee activities are; Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil Burners under 0.4MW.

Fees and Charges
2024/25
Great Yarmouth Borough Council

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change
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Local Authority Permits for Part B installations

Newspaper advertisements

Newspaper adverts may be required under EPR at the discretion of the LA as part of the consultation process when considering an application (see Chapter 9 of the General Guidance Manual). This will be undertaken and paid for by the LA and the charging scheme contains a provision for the LA to recoup its costs.

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% change	Notes
Local Licenses						
Skin Piercing and Tattoosists (business registration)	£275.00	£305.00	OS	£30.00	10.9%	
Skin Piercing (registration personal licence)	£80.00	£100.00	OS	£20.00	25.0%	*
Variation to Personal Licence	£40.00	£45.00	OS	£5.00	12.5%	*
Amendment to premises schedule	£40.00	£45.00	OS	£5.00	12.5%	*
Animals						
(Vet charges are recoverable)						
<u>Pet Shop/Sale of pets</u>						
Application Fee	£190.00	£360.00	OS	£170.00	89.5%	*
Grant Fee	£120.00	£178.00	OS	£58.00	48.3%	*
<u>Riding Establishment</u>						
Application Fee	£255.00	£360.00	OS	£105.00	41.2%	*
Grant Fee	£120.00	£175.00	OS	£55.00	45.8%	*
<u>Dog Breeding</u>						
Application Fee	£255.00	£360.00	OS	£105.00	41.2%	*
Grant Fee	£120.00	£175.00	OS	£55.00	45.8%	*
<u>Animal boarding including, dogs, cats, home boarding and doggy day care</u>						
Application Fee	£190.00	£360.00	OS	£170.00	89.5%	*
Grant Fee	£120.00	£175.00	OS	£55.00	45.8%	*
Dangerous Wild Animals (Biennial)	£269.00	£335.00	OS	£66.00	24.5%	*
<u>Keeping animals for exhibition</u>						
Application Fee	£160.00	£335.00	OS	£175.00	109.4%	*
3 year licence	£160.00	£175.00	OS	£15.00	9.4%	
Combination of activities - in addition to highest activity fee (vets fees where required)	£52.00	£60.00	OS	£8.00	15.4%	*
Variation to Licence/re-evaluation of rating for animal boarding, pet shops and keeping animals for exhibition	£100.00	£120.00	OS	£20.00	20.0%	*
Variation to Licence/re-evaluation of rating including breeding and riding activities (plus vet fees)	£100.00	£120.00	OS	£20.00	20.0%	*
Variations to reduce the licensable activities or numbers of animals	£55.00	£60.00	OS	£5.00	9.1%	
Transfer of Licence (on death of Licence holder)	£55.00	£60.00	OS	£5.00	9.1%	
Change of name or business name (not transfer)	£32.00	£35.00	OS	£3.00	9.4%	
Copy of Licence	£14.00	£15.00	OS	£1.00	7.1%	
Zoo						
(Vet charges are recoverable in addition to these fees)						
Notice of intention to apply for a Zoo Licence	£135.00	£150.00	OS	£15.00	11.1%	*
Application	£300.00	£430.00	OS	£130.00	43.3%	*
Grant	£135.00	£175.00	OS	£40.00	29.6%	*
Renewal	£430.00	£605.00	OS	£175.00	40.7%	*
Special Inspection	£135.00	£150.00	OS	£15.00	11.1%	*
Periodic inspections (3 yr)	£230.00	£256.00	OS	£26.00	11.3%	*
Informal Inspections (annual)	£200.00	£222.00	OS	£22.00	11.0%	*
Advice (hourly rate)	£65.00	£65.00	OS	£0.00	0.0%	
Food/Water Samples						
PWS risk assessment (large/commercial supply)	£235.00	£261.00	OS	£26.00	11.1%	*
PWS risk assessment (small supply)	£120.00	£134.00	OS	£14.00	11.7%	*
PWS risk assessment (single domestic dwelling)	£60.00	£67.00	OS	£7.00	11.7%	*
PWS sampling (plus analysis costs)	£60.00	£67.00	OS	£7.00	11.7%	*
PWS investigation (plus analysis costs)	£60.00	£67.00	OS	£7.00	11.7%	*
Commercial Health Certificates						
Health Attestation Certificate	£19.00	£25.00	OS	£6.00	31.6%	*
Food Premises Register						
Confirmation of entry	£17.00	£20.00	OS	£3.00	17.6%	*
Copy of register	£974.00	£974.00	OS	£0.00	0.0%	

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% change	Notes
Local Licenses						
House in Multiple Occupation Licence						
House in Multiple Occupation Licence - Part A (application)	£735.00	£816.00	OS	£81.00	11.0%	*
House in Multiple Occupation Licence - Part B (granting/scheme enforcement)	£335.00	£372.00	OS	£37.00	11.0%	*
Units of accommodation:						
Each Additional Unit at	£34.00	£38.00	OS	£4.00	11.8%	*
House in Multiple Occupation Renewal of Licence - Standard 5	£730.00	£810.00	OS	£80.00	11.0%	*
Mid Term Administration and inspection	£335.00	£372.00	OS	£37.00	11.0%	*
Units of accommodation:						
Each Additional Unit at	£33.00	£38.00	OS	£5.00	15.2%	*
Variation of a Licence	£33.00	£38.00	OS	£5.00	15.2%	*
Housing Act 2004						
Recovery of costs re Enforcement Notices	£440.00	£488.00	OS	£48.00	10.9%	
Failure to provide smoke alarms	£5,000.00	£5,000.00	OS	£0.00	0.0%	
Failure to provide carbon monoxide alarms	£5,000.00	£5,000.00	OS	£0.00	0.0%	
Immigration Inspections Std (10days)	£115.00	£130.00	OS	£15.00	13.0%	*
Immigration Inspections fast Track (5days)	£170.00	£190.00	OS	£20.00	11.8%	*
Scrap Metal Dealer Licence Fees						
Site Licence						
New	£365.00	£470.00	OS	£105.00	28.8%	*
Renewal	£365.00	£470.00	OS	£105.00	28.8%	*
Variation	£150.00	£167.00	OS	£17.00	11.3%	*
Scrap Metal Dealer Licence Fees						
Collectors Licence	£215.00	£235.00	OS	£20.00	9.3%	
Copy of Licence	£12.00	£15.00	OS	£3.00	25.0%	*
Public Health Act Funerals						
Administration and Officer rate - flat fee	£610.00	£677.00	OS	£67.00	11.0%	*
Out of Borough Excess Cost Recovery	£70.00	£78.00	OS	£8.00	11.4%	*
Dog Warden - Fees						
Contractors Fee for Collection and Kenneling per dog (Recharges include VAT)	Cost Recovery		OS			
Statutory Fee	£25.00	£25.00	OS	£0.00	0.0%	
Ship Sanitation Charges						
These fees are set by the Association of Port Health Authorities - prices are subject to change and the prescribed charges will be adopted.						
Gross Tonnage Charge (£)						
Below 1,001	£125.00	£125.00	S	£0.00	0.0%	
From 1,001 to 3,000	£170.00	£170.00	S	£0.00	0.0%	
3,001 - 10,000	£250.00	£250.00	S	£0.00	0.0%	
10,001 - 20,000	£325.00	£325.00	S	£0.00	0.0%	
20,001 - 30,000	£415.00	£415.00	S	£0.00	0.0%	
Over 30,000	£480.00	£480.00	S	£0.00	0.0%	
With the exception of:						
Vessels with the capacity to carry between 50 and 1,000 persons	£480.00	£480.00	S	£0.00	0.0%	
Vessels with the capacity to carry more than 1,000 persons	£820.00	£820.00	S	£0.00	0.0%	
Over 1,000 persons Extensions	£95.00	£95.00	S	£0.00	0.0%	
Extra charges may be added for exceptional costs such as launch hire, lengthy journeys to the port or laboratories, out of hour visits and samples taken.						
Mobile Homes Act 2013						
Costs of New Application						
1-5 pitches	£290.00	£322.00	OS	£32.00	11.0%	*
6-24 pitches	£310.00	£344.00	OS	£34.00	11.0%	*
25-99 pitches	£330.00	£366.00	OS	£36.00	10.9%	
100+ pitches	£370.00	£411.00	OS	£41.00	11.1%	*
Inspection Fee						
1-5 pitches	£170.00	£189.00	OS	£19.00	11.2%	*
6-24 pitches	£250.00	£278.00	OS	£28.00	11.2%	*
25-99 pitches	£330.00	£366.00	OS	£36.00	10.9%	
100+ pitches	£370.00	£411.00	OS	£41.00	11.1%	*

Fees and Charges
2024/25
Great Yarmouth Borough Council

* Increases set due
to cost recovery

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% change	Notes
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Local Licenses

Food Hygiene Inspections

Food hygiene re-rating inspection	£190.00	£211.00	OS	£21.00	11.1%	*
Food mentoring visit (Maximum 2 hours)	n/a	£150.00	OS	NEW	NEW	New
Voluntary surrender of food stuffs (disposal costs charged at cost in addition to this fee)	£205.00	£228.00	OS	£23.00	11.2%	*

* Increases set due
to cost recovery

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% change	Notes
Garden Waste & Bulky Items						
Garden Waste Bins & Bags						
New bins (including charge for collections)						
One Bin	£79.00	£90.00	OS	£11.00	13.9%	*
Two Bins	£130.50	£145.00	OS	£14.50	11.1%	*
Three Bins	£182.00	£200.00	OS	£18.00	9.9%	
Four Bins	£233.50	£260.00	OS	£26.50	11.3%	*
Renewal of Annual Bin (including charge for collections)						
One Bin	£55.00	£65.00	OS	£10.00	18.2%	*
Two Bins	£82.00	£98.00	OS	£16.00	19.5%	*
Three Bins	£110.00	£130.00	OS	£20.00	18.2%	*
Four Bins	£137.00	£163.00	OS	£26.00	19.0%	*
Other Charges						
One off/Additional Bin empty (single bin)	£23.00	£25.00	OS	£2.00	8.7%	
One off/Additional Bin empty (2 bins)	£23.00	£40.00	OS	£17.00	73.9%	*
12 bags	£28.00	£32.00	OS	£4.00	14.3%	*
24 bags	£53.00	£60.00	OS	£7.00	13.2%	*
Administration charge - Provision of new bins or replacement bins (set of 2)	£69.00	£75.00	OS	£6.00	8.7%	
Administration charge - Replacement/extra recycling or residual bin (single bin)	£42.00	£45.00	OS	£3.00	7.1%	
Administration charge - Provision of refurbished replacement bins (set of 2)	n/a	£55.00	OS	NEW	NEW	New
Administration charge - Provision of refurbished replacement bin (single bin)	n/a	£35.00	OS	NEW	NEW	New
Bulky Items						
Collection of Bulky Items by Order:						
1 item	£23.00	£30.00	OS	£7.00	30.4%	*
2 items	£23.00	£35.00	OS	£12.00	52.2%	*
3 items	£23.00	£40.00	OS	£17.00	73.9%	*
4 items	£45.00	£45.00	OS	£0.00	0.0%	
5 items	£45.00	£50.00	OS	£5.00	11.1%	*
6 items	£45.00	£55.00	OS	£10.00	22.2%	*
* Increases set due to cost recovery						

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Licensing						
HACKNEY CARRIAGES						
First class hackney carriage	£252.00	£280.00	OS	£28.00	11.1%	*
Second class hackney carriage	£273.00	£300.00	OS	£27.00	9.9%	
Private hire operator (5 years) 1-10Vehicles	£368.00	£390.00	OS	£22.00	6.0%	
Private hire operator (5years) 11-20 Vehicles	£368.00	£490.00	OS	£122.00	33.2%	*
Private hire operator (5 years) - 20+ vehicles	£368.00	£710.00	OS	£342.00	92.9%	*
Private hire vehicle	£252.00	£280.00	OS	£28.00	11.1%	*
Drivers licence (3 years)	£174.00	£220.00	OS	£46.00	26.4%	*
Drivers Licence (1 year issue for exceptional circumstances)	£111.00	£160.00	OS	£49.00	44.1%	*
Transfer of vehicle Licence	£67.00	£75.00	OS	£8.00	11.9%	*
Knowledge test	£20.00	£25.00	OS	£5.00	25.0%	*
Replacement Badges/Crests	£10.00	£12.00	OS	£2.00	20.0%	*
Replacement Plate	£20.00	£23.00	OS	£3.00	15.0%	*
SEX ESTABLISHMENTS						
Grant of annual Licence	£2,205.00	£2,205.00	OS	£0.00	0.0%	
Renewal of annual Licence (unless objections received/referred to Committee)	£552.00	£552.00	OS	£0.00	0.0%	
Transfer of annual Licence	£882.00	£882.00	OS	£0.00	0.0%	
GAMBLING ACT 2005 LICENCES						
Large Casino	£10,000.00	£10,000.00	OS	£0.00	0.0%	
New Annual fee	£10,000.00	£10,000.00	OS	£0.00	0.0%	
Variation	£5,000.00	£5,000.00	OS	£0.00	0.0%	
Transfer	£2,150.00	£2,150.00	OS	£0.00	0.0%	
Reinstatement	£2,150.00	£2,150.00	OS	£0.00	0.0%	
Provisional Statement	£10,000.00	£10,000.00	OS	£0.00	0.0%	
Licence Application (Prov. Holders)	£5,000.00	£5,000.00	OS	£0.00	0.0%	
Existing Casinos						
New	n/a					
Annual fee	£1,820.00	£1,820.00	OS	£0.00	0.0%	
Variation	£1,700.00	£1,700.00	OS	£0.00	0.0%	
Transfer	£1,160.00	£1,160.00	OS	£0.00	0.0%	
Reinstatement	£1,160.00	£1,160.00	OS	£0.00	0.0%	
Provisional Statement	n/a	n/a				
Licence Application (Prov. Holders)	n/a	n/a				
Betting premises						
New	£2,340.00	£2,340.00	OS	£0.00	0.0%	
Annual fee	£525.00	£525.00	OS	£0.00	0.0%	
Variation	£1,170.00	£1,170.00	OS	£0.00	0.0%	
Transfer	£925.00	£925.00	OS	£0.00	0.0%	
Reinstatement	£925.00	£925.00	OS	£0.00	0.0%	
Provisional Statement	£2,340.00	£2,340.00	OS	£0.00	0.0%	
Licence Application (Prov. Holders)	£925.00	£925.00	OS	£0.00	0.0%	
Betting (Tracks)						
New	£2,040.00	£2,040.00	OS	£0.00	0.0%	
Annual fee	£625.00	£625.00	OS	£0.00	0.0%	
Variation	£990.00	£990.00	OS	£0.00	0.0%	
Transfer	£760.00	£760.00	OS	£0.00	0.0%	
Reinstatement	£760.00	£760.00	OS	£0.00	0.0%	
Provisional Statement	£2,040.00	£2,040.00	OS	£0.00	0.0%	
Licence Application (Prov. Holders)	£760.00	£760.00	OS	£0.00	0.0%	
Bingo premises						
New	£2,850.00	£2,850.00	OS	£0.00	0.0%	
Annual fee	£700.00	£700.00	OS	£0.00	0.0%	
Variation	£1,390.00	£1,390.00	OS	£0.00	0.0%	
Transfer	£925.00	£925.00	OS	£0.00	0.0%	
Reinstatement	£925.00	£925.00	OS	£0.00	0.0%	
Provisional Statement	£2,850.00	£2,850.00	OS	£0.00	0.0%	
Licence Application (Prov. Holders)	£925.00	£925.00	OS	£0.00	0.0%	
Adult Gaming Centre						
New	£1,625.00	£1,625.00	OS	£0.00	0.0%	
Annual fee	£715.00	£715.00	OS	£0.00	0.0%	
Variation	£815.00	£815.00	OS	£0.00	0.0%	
Transfer	£925.00	£925.00	OS	£0.00	0.0%	
Reinstatement	£925.00	£925.00	OS	£0.00	0.0%	
Provisional Statement	£1,625.00	£1,625.00	OS	£0.00	0.0%	
Licence Application (Prov. Holders)	£925.00	£925.00	OS	£0.00	0.0%	
Family Ent. Centres						
New	£1,625.00	£1,625.00	OS	£0.00	0.0%	
Annual fee	£580.00	£580.00	OS	£0.00	0.0%	
Variation	£815.00	£815.00	OS	£0.00	0.0%	
Transfer	£760.00	£760.00	OS	£0.00	0.0%	
Reinstatement	£760.00	£760.00	OS	£0.00	0.0%	
Provisional Statement	£1,625.00	£1,625.00	OS	£0.00	0.0%	
Licence Application (Prov. Holders)	£760.00	£760.00	OS	£0.00	0.0%	
Copy Licence	£25.00	£25.00	OS	£0.00	0.0%	
Notification of Change	£50.00	£50.00	OS	£0.00	0.0%	
Pavement Licence						
1 year pavement licence	£75.00	£100.00	OS	£25.00	33.3%	Set as maximum fee

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Sports and Leisure						
PITCH AND PUTT						
Bure Park (18 hole)						
Adult - per round	£8.60	£10.00	S	£1.40	16.3%	*
Concession - per round	£5.90	£7.00	S	£1.10	18.6%	*
Book of 10 Rounds						
Adults - per book	£62.00	£68.00	S	£6.00	9.7%	
Concessions - per book	£42.00	£46.00	S	£4.00	9.5%	
Lost ball charge	£2.20	£3.00	S	£0.80	36.4%	*
Deposit on Equipment (returnable)	£10.00	£10.00	OS	£0.00	0.0%	
ALL TENNIS COURTS						
Courts						
Per court per hour	£4.50	£6.00	S	£1.50	33.3%	*
PUTTING GREENS						
Gorleston Cliffs (9 hole)						
Adult - per round	£4.00	£4.50	S	£0.50	12.5%	*
Concession - per round	£2.80	£3.50	S	£0.70	25.0%	*
Equipment						
Deposit per putter	£10.00	£10.00	OS	£0.00	0.0%	
ALL BOWLING GREENS						
Green Fees						
Adult - per hour (incl woods)	£5.80	£6.50	S	£0.70	12.1%	*
Concession - per hour (incl woods)	£3.70	£4.20	S	£0.50	13.5%	*
Book of 10 x 1-hour tickets						
Adult	£42.00	£47.00	S	£5.00	11.9%	*
Concession	£27.00	£30.00	S	£3.00	11.1%	*
Book of 20 x 1-hour tickets						
Adult	£63.00	£70.00	S	£7.00	11.1%	*
Concession	£42.00	£47.00	S	£5.00	11.9%	*
Equipment						
Hire of woods per hour	No charge					
Deposit per set	£10.00	£10.00	OS	£0.00	0.0%	
Great Yarmouth Festival of Bowls Tournament						
Entrance fee per person per competition	£8.00	£7.00	S	£-1.00	-12.5%	Agreed with festival organisers to maintain numbers
FOOTBALL & RUGBY						
All teams based at Council pitches will have season tickets.						
Season Tickets (for a maximum of 14 home matches or 17 if paid through the relevant league)						
Adult	£615.00	£700.00	OS	£85.00	13.8%	*
18 years old and under	£325.00	£360.00	OS	£35.00	10.8%	
Casual Matches						
Adult	£78.00	£85.00	OS	£7.00	9.0%	
18 years old and under	£50.00	£54.50	OS	£4.50	9.0%	
Training						
Beaconsfield flood lit area per two-hour session	£41.00	£45.00	S	£4.00	9.8%	
Football at Wellesley Recreation Ground (grass pitch usage only)	£51.00	£60.00	OS	£9.00	17.6%	*
School team per match (grass pitch usage only)	£90.00	£45.00	OS	£-45.00	-50.0%	To encourage use
All use of floodlights in addition	£66.50	£70.00	OS	£3.50	5.3%	
Wellesley 3G pitch (3rd pitch) per hour	£35.00	£40.00	OS	£5.00	14.3%	*
Wellesley 3G pitch (full pitch) per hour	£85.00	£95.00	OS	£10.00	11.8%	*
Professional matches by negotiation						
Athletics at Wellesley Recreation Ground						
Great Yarmouth & District AC (incl floodlights)	£6,086.00	£6,750.00	OS	£664.00	10.9%	
ATHLETIC MEETINGS						
Other groups and clubs						
Half Day	£120.00	£150.00	S	£30.00	25.0%	*
Full Day	£240.00	£300.00	S	£60.00	25.0%	*
CRICKET						
Casual Matches						
Monday to Friday	£82.50	£90.00	S	£7.50	9.1%	
Saturday	£95.50	£106.00	S	£10.50	11.0%	*
Sunday	£109.00	£120.00	S	£11.00	10.1%	
Club League and Cup Fixtures						
Monday to Friday	£55.50	£62.00	OS	£6.50	11.7%	*
Saturday	£68.50	£76.00	OS	£7.50	10.9%	
Sunday	£79.00	£88.00	OS	£9.00	11.4%	*

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
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Land Searches

Local Land Charge Fees

Local Search (LLC1)	£15.00	£17.00	OS	£2.00	13.3%	*
Local Standard Enquiry (CON29)	£210.00	£233.00	S	£23.00	11.0%	*
Full Search (LLC1 and CON29)	£225.00	£250.00	S	£25.00	11.1%	*
Q2; Q22 and Rights of way	£21.00	£23.50	S	£2.50	11.9%	*
Local Search (LLC1) additional parcel of land	No Charge	No Charge				
Standard Enquiries (CON29) additional parcel of land (non-commercial)	£22.00	£24.50	S	£2.50	11.4%	*
Standard Enquiries (CON29) additional parcel of land (commercial)	£22.00	£24.40	S	£2.40	10.9%	

Additional Enquiries

Optional enquiry (Part 2)	£15.00	£17.00	S	£2.00	13.3%	*
Optional enquiry (Part 3)	£15.00	£17.00	S	£2.00	13.3%	*

Personal Searches

Statutory Personal Search Fee	No Charge	No Charge				
Additional parcel of land	No Charge	No Charge				
Fee for an assisted Personal Search	£58.00	£64.50	OS	£6.50	11.2%	*
Copy of Planning Permission Notice	£9.50	£11.00	S	£1.50	15.8%	*

Street Naming and Numbering

Property Name change/Addition

Dwelling (with existing SNN) - changing name and/or number	£59.00	£65.50	OS	£6.50	11.0%	*
Business or institutional unit (with existing SNN) - changing or adding name and/or number	£59.00	£65.50	OS	£6.50	11.0%	*
				£0.00		
				£0.00		

New Developments

Development not involving a new street name (per plot or the below charge for scale of development, if lower)

1-5 Plots (including new street name(s))	£63.00	£70.00	OS	£7.00	11.1%	*
6-10 Plots (including new street name(s))	£300.00	£333.00	OS	£33.00	11.0%	*
11-20 Plots (including new street name(s))	£390.00	£433.00	OS	£43.00	11.0%	*
21-50 Plots (including new street name(s))	£520.00	£577.00	OS	£57.00	11.0%	*
51-100 Plots (including new street name(s))	£1,040.00	£1,153.50	OS	£113.50	10.9%	
101+ plots (including new street name(s))	£1,430.00	£1,586.00	OS	£156.00	10.9%	
	£1,820.00	£2,018.50	OS	£198.50	10.9%	

Miscellaneous street naming/numbering

Renaming street	£130.00	£144.50	OS	£14.50	11.2%	*
Street Nameplates (new, replacement or relocation - per plate)	£230.00	£255.50	OS	£25.50	11.1%	*

Formal confirmation of address to solicitors / conveyancers / owner or occupiers / etc.

£27.00	£30.00	OS	£3.00	11.1%	*
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High Hedges

Pre-submission Advice - Site visit to confirm whether meets definition of a high hedge (charge per hour or part thereof)	n/a	£25 Admin fee + Hourly rate(s)*	NEW	NEW	New	
High Hedge Complaint	£385.00	£500.00	OS	£115.00	29.9%	*

Mapping Services

OS Mastermap A4 (6 copies) 32 x 32m @ 1:200	£19.00	£21.50	ZE	£2.50	13.2%	*
OS Mastermap A4 (6 copies) 80 x 80m @ 1:500	£19.00	£21.50	ZE	£2.50	13.2%	*
OS Mastermap A4 (6 copies) 200 x 200m @ 1:1250	£32.00	£35.50	ZE	£3.50	10.9%	
OS Mastermap A4 (6 copies) 400 x 400m rural @ 1:2500	£32.00	£35.50	ZE	£3.50	10.9%	
OS Mastermap A4 (6 copies) 400 x 400m urban @ 1:2500	£64.00	£71.00	ZE	£7.00	10.9%	
OS VectorMap Local A4 (6 copies) 1600 x 1600m @ 1:10000	£32.00	£35.50	ZE	£3.50	10.9%	

Pre-Application Fees

All other planning advice (falling outside the other categories identified in this schedule)	n/a	Hourly rate(s)*	NEW	NEW	New
Householder and small scale development					
Pre-application: Written only advice (Desktop Assessment)	£135.00	£150.00	S	£15.00	11.1%
					*

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Land Searches						
Site visit (Set charge for 1 officer for 2 hours inc travel)	n/a	£125.00		NEW	NEW	New
Pre-Submission Validation check	n/a	£40.00		NEW	NEW	New
Meeting (Administration fee) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*		NEW	NEW	New
Minor Residential Development						
Residential development of between 1 & 9 dwellings						
Written Advice (inclusive of site visit) - 1 dwelling	n/a	£380.00		NEW	NEW	New
Written Advice - Each additional dwelling (max 9)	n/a	£75.00		NEW	NEW	New
Site Meeting (Administration fee and travel) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*		NEW	NEW	New
Meeting (Administration fee) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*		NEW	NEW	New
Pre-Submission Validation check	n/a	£80.00		NEW	NEW	New
Medium Residential Development						
Residential development of between 10 & 49 dwellings						
Written Advice (inclusive of site visit) - 10 dwellings	n/a	£1,500.00	S	NEW	NEW	New
Written Advice - Each additional dwelling (max 49)	n/a	£75.00	S	NEW	NEW	New
Site Meeting (Administration fee and travel) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	S	NEW	NEW	New
Meeting (Administration fee) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	S	NEW	NEW	New
Pre-Submission Validation check	n/a	£160.00	S	NEW	NEW	New
Major Residential Development						
Written Advice (inclusive of site visit) - 50 dwellings or more	n/a	£5,000.00	S	NEW	NEW	New
Written Advice - Each additional dwelling	n/a	£25.00	S	NEW	NEW	New
Site Meeting (Administration fee and travel) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	S	NEW	NEW	New
Meeting (Administration fee) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	S	NEW	NEW	New
Pre-Submission Validation check	n/a	£360.00	S	NEW	NEW	New
Non-Residential Development						
Written Advice - Non-residential development less than 100sqm net internal floorspace	£625.00	£693.50	S	£68.50	11.0%	*
Written Advice - Non-residential development less than 999sqm net internal floorspace	£1,705.00	£1,891.50	S	£186.50	10.9%	
Written Advice - Non-residential development more than 10,000sqm net internal floorspace	£3,510.00	£3,893.00	S	£383.00	10.9%	
Site Meeting (Administration fee and travel) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)	S	NEW	NEW	New
Meeting (Administration fee) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	S	NEW	NEW	New
Pre-Submission Validation check - Non-residential development less than 100sqm net internal floorspace	n/a	£80.00	S	NEW	NEW	New
Pre-Submission Validation check - Non-residential development less than 999sqm net internal floorspace	n/a	£160.00	S	NEW	NEW	New
Pre-Submission Validation check - Non-residential development more than 10,000sqm net internal floorspace	n/a	£360.00	S	NEW	NEW	New
Hourly Rates*						
Planning Technician	n/a	£40.00	S	NEW	NEW	New
Planning Officer	n/a	£60.00	S	NEW	NEW	New
Senior Planning Officer	n/a	£80.00	S	NEW	NEW	New
Principal Planning Officer	n/a	£100.00	S	NEW	NEW	New
Development Manager / Strategic Planning Manager	n/a	£120.00	S	NEW	NEW	New
Head of Planning	n/a	£150.00	S	NEW	NEW	New
Confirming Compliance with S106 and Conditions						
Confirming compliance with an imposed planning condition	£100.00	£115.00	S	£15.00	15.0%	*
Confirming compliance with a section 106 agreement (additional fee for legal advice if required).	£150.00	£175.00	S	£25.00	16.7%	*
Planning Performance Agreements						
Contact Great Yarmouth Borough Council to discuss (bespoke)						
Hourly rates for anticipated officer input	n/a	Hourly rate(s)*	S	NEW	NEW	New
Set-up fee	n/a	£500.00	S	NEW	NEW	New
Planning enforcement						
Written confirmation of closure of enforcement case where it was found not expedient to take action (available for a 12-month period following closure of the case)	n/a	£80.00	S	NEW	NEW	New

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Land Searches						
Written confirmation that an Enforcement Notice has been complied with	n/a	£200.00	S	NEW	NEW	New
Request to withdraw enforcement notice	n/a	£200.00	S	NEW	NEW	New
S106 Monitoring Fees						
Negotiated fee based on - £500 per obligation/clause that requires the Council to either: receive a financial contribution, assess and/or agree a submission or any other activity requiring the input of Council officers.	n/a	Price on application	S	NEW	NEW	New
Administration fees						
Adminstration charges for invalid applications not made valid	n/a	£50.00	S	NEW	NEW	New
All non-major applications with no planning officer input	n/a	£100.00	S	NEW	NEW	New
Major applications and/or applications where officer input had beer	n/a	£100.00	S	NEW	NEW	New

Fees and Charges
2024/25
Great Yarmouth Borough Council

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
Community Alarm Service						
Private users						
Alarm monitoring service - per week	£1.86	£1.86	S	£0.00	0.0%	Frozen
Alarm monitoring service - per month	£8.05	£8.05	S	£0.00	0.0%	Frozen
Alarm monitoring service - per annum	£96.55	£96.55	S	£0.00	0.0%	Frozen
Alarm unit rental - per week (inc. monitoring)	£4.06	£4.06	S	£0.00	0.0%	Frozen
Alarm unit rental - per month (inc. monitoring)	£17.58	£17.58	S	£0.00	0.0%	Frozen
Alarm unit rental - per quarter (inc. monitoring)	£52.75	£52.75	S	£0.00	0.0%	Frozen
Alarm unit rental - per annum (inc. monitoring)	£210.98	£210.98	S	£0.00	0.0%	Frozen
Community Alarm Set-up & Installation Fee - within Borough	£57.56	£57.56	S	£0.00	0.0%	Frozen
Community Alarm Set-up & Installation Fee - Outside Borough	£65.47	£65.47	S	£0.00	0.0%	Frozen
Community Alarm Set-up & Postage Fee	£54.00	£54.00	S	£0.00	0.0%	Frozen
Community alarm - digital alarm with falls detector (inc monitoring)	£239.99	£239.99	S	£0.00	0.0%	Frozen
Council Tenants						
Alarm monitoring service - per week	£1.93	£1.93	OS/S	£0.00	0.0%	Frozen
Alarm unit rental - per week (inc. monitoring)	£4.22	£4.22	OS/S	£0.00	0.0%	Frozen
Allocation service						
Charge per let under allocation partnership	£100.00	£100.00	OS	£0.00	0.0%	Frozen

Fees and Charges
2024/25
Great Yarmouth Borough Council

Fees & Charges	2023/24 Charge		2024/25 Charge		VAT Status	Change In year		% Change		Notes
	Per Metre	Per Foot	Per Metre	Per Foot		Per Metre	Per Foot	Per Metre	Per Foot	
Two-day market - charges (Wednesday, Friday and Saturday)	£2.00	£0.61	£2.22	£0.68	EX	£0.22	£0.07	11.0%	11.0%	Above policy from roundings
Casual two-day market - charges (Wednesday, Friday and Saturday)	£3.00	£0.91	£3.33	£1.01	EX	£0.33	£0.10	11.0%	11.0%	Above policy from roundings
Specialist Event Market charges										
Up to 10 foot/3 Metres	Price on application	Price on application	Price on application	Price on application	EX	n/a	n/a	n/a	n/a	
Up to 20 foot/6 Metres	Price on application	Price on application	Price on application	Price on application	EX	n/a	n/a	n/a	n/a	
Up to 30 foot/9 Metres	Price on application	Price on application	Price on application	Price on application	EX	n/a	n/a	n/a	n/a	
Chalet – 3 Metres	Price on application	Price on application	Price on application	Price on application	EX	n/a	n/a	n/a	n/a	
Charity Barrow Fee	Free	Free	Free	Free						
Craft Barrow Fee	£12.00	n/a	£13.31	n/a	EX	£1.31	n/a	10.9%	n/a	
Daily Electricity Charge per day	£0.06	n/a	£0.07	n/a		£0.01	n/a	16.7%	n/a	Above policy from roundings

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
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Charges for Beach Huts

Gorleston Beach Huts

Beach Hut Purchase rates

Beach Hut Purchase with 25-year ground lease	Price on application	Price on application	S			
Beach Hut Purchase with 25-year ground lease	Price on application	Price on application	S			

Ground Rent Fee Gorleston (per year)	Price on application	Price on application	S	n/a	n/a	
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Ground Rent Fee Great Yarmouth (per year)	Price on application	Price on application	S	New	New	
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Hire Charge Annual rental - Gorleston	£2,340.00	£2,690.00	S	£350.00	15.0%	*
Hire Charge Annual rental - Great Yarmouth	£2,040.00	£2,260.00	S	£220.00	10.8%	

Weekly rental (subject to availability)

Low season – April/November/January/February/ March	£60.00	£70.00	S	£10.00	16.7%	*
Mid Season – May/June/September/October	£145.00	£160.00	S	£15.00	10.3%	
High Season – July & August	£215.00	£240.00	S	£25.00	11.6%	*

Monthly rental (subject to availability)

Low season – April/November/January/February/ March	£175.00	£195.00	S	£20.00	11.4%	*
Mid Season – May/June/September/October	£430.00	£480.00	S	£50.00	11.6%	*
High Season – July & August	£640.00	£710.00	S	£70.00	10.9%	

Charges for Market Fairs

Category/Attraction Description

A – Roundabouts over 25ft (7.62m) in diameter or any other machinery or apparatus, whether operated by electricity, steam, hand or other means	£4.00	£4.50 OS		£0.50	12.5%	*
B - Roundabouts less than 25ft (7.6sm) in diameter, power operated Hoopla's, Spinners and games of similar nature	£6.90	£7.70 OS		£0.80	11.6%	*
C - Non-mechanical operated Hoopla's, swinging boats, Booths, Shows and Exhibitions and Refreshments kiosks	£4.60	£5.20 OS		£0.60	13.0%	*
D - Dart stalls, Coconut-shy, Shooting Galleries and other Shooting Games	£2.40	£2.70 OS		£0.30	12.5%	*
<i>All costs based on square metres.</i>						*
<i>Minimum Charge</i>	£44.00	£50.00 OS		£6.00	13.6%	*

Fees and Charges
2024/25
Great Yarmouth Borough Council

Fees & Charges	2024/25	2024/25	2024/25	2024/25	New
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Events Fees & Event Car Parking Fees

Application Fees

Application fees are in addition to the site fee and are non-refundable payable on submitting event notification on Council land

	Small Events (up to 500)	Medium Events (501-2999)	Major Events (3000+)	Promotional Stands	
Commercial (Organiser charging entry fee)	£60.00	£75.00	£115.00	£60.00	NEW
Commercial (Event is free entry)	£60.00	£75.00	£115.00	£60.00	NEW
Charity (National)	£60.00	£75.00	£115.00	£60.00	NEW
Charity (Local)	£30.00	£40.00	£60.00	£30.00	NEW

CATEGORY A SITE FEE

Great Yarmouth Seafront, Town Centre & St Georges Park (Hire Charge per Day)

Event Organiser Category	Small Events (up to 500)	Medium Events (501-2999)	Major Events (3000+)	Promotional Stands	
Commercial (Organiser charging entry fee)	£350.00	£700.00	On Application	n/a	NEW
Commercial (Event is free)	£300.00	£600.00	On Application	£40 per sq m	NEW
Charity (National)	£175.00	£350.00	£700.00	£25 per sq m	NEW
Charity (local)	No Charge	No Charge	No Charge	No Charge	NEW

Note build & break down days 50% of the above

CATEGORY B SITE FEE

Gorleston Seafront area, all other parks & council open space within the borough (Hire Charge per day)

Event Organiser Category	Small Events (up to 500)	Medium Events (501-2999)	Major Events (3000+)	Promotional Stands	
Commercial (Organiser charging entry fee)	£300.00	£650.00	On Application	n/a	NEW
Commercial (Event is free)	£250.00	£550.00	On Application	£35 per sq m	NEW
Charity (National)	£150.00	£300.00	£650.00	dec	NEW
Charity (local)	No Charge	No Charge	No Charge	No Charge	NEW

Note build & break down days 50% of the above

A local charity is described as a charity that is registered and /or operates within Great Yarmouth Borough providing a variety of goods, products or services that are needed to the local population

OTHER COSTS

Please note that there may be additional costs incurred for particular events, which will be calculated on a case by case basis. These can include (but are not constrained to):

Damage deposit - (refundable if no damage)
 Parking - loss of income and parking bay
 Waste management - for example waste bins
 Event monitoring - in compliance with policy
 Highways - Road Closures and signage costs
 Licensing fees - alcohol etc.
 Electricity supply- if electrical supplies are

Car Park Event Fees

Min charge applies of £100 for full day

Town Centre Car Parks	April to October	November to March	
	Full Day	Full Day	
King Street & Market Place	£ 480.00	£ 370.00	NEW
Brewery Plain, George Street & Stonecutters Way	£ 100.00	£ 100.00	NEW
Fuller Hill	£ 200.00	£ 100.00	NEW

Fees and Charges
2024/25
Great Yarmouth Borough Council

Fees & Charges	2024/25	2024/25	2024/25	2024/25	New
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Events Fees & Event Car Parking Fees					
Other Car Parks	April to October		November to March		
	Full Day		Full Day		NEW
Beach Road Caister	£	140.00	Licence fee		NEW
Gorleston High Street, Blackfriars rd, Middlegate	£	100.00	£	100.00	NEW

Seafront Short Stay	April, May, June		July, August		September, October	November to March*		
Car parks	Full day		Full day		Full day	Full day		NEW
Anchor Gardens	£	300.00	£	500.00	£	250.00	£	100.00
Euston Road	£	900.00	£	1,600.00	£	750.00	£	100.00
Jetty North	£	540.00	£	910.00	£	280.00	£	114.00
Jetty South	£	300.00	£	560.00	£	230.00	£	100.00

* Where Easter falls in March the rates April to June will be applied

Seafront Long Stay	April, May, June		July, August		September, October	November to March*		
Car Parks	Full day		Full day		Full day	Full day		NEW
North Drive	£	850.00	£	1,900.00	£	580.00	£	110.00
St Nicholas	£	1,300.00	£	3,000.00	£	850.00	£	110.00
Sandown Road (Lorry)	£	100.00	£	130.00	£	100.00	£	100.00
Sandown Road (Car)	£	180.00	£	580.00	£	150.00	£	100.00
Marina Centre	£	750.00	£	1,200.00	£	750.00	£	160.00

* Where Easter falls in March the rates April to June will be applied

Fees and Charges
2024/25
Great Yarmouth Borough Council

Fees & Charges	2023/24	2024/25	VAT Status	Change in year	% Change	Notes
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Charges for Filming and Photography

Notice of no objection for Commercial photography	£40.50	£44.50	S	£4.00	9.9%	
Consent Certificate for Commercial Photography	£40.50	£44.50	S	£4.00	9.9%	
Standard filming fee per each consent or notice of no objection required	£80.00	£87.50	S	£7.50	9.4%	
Small feature film fee per each consent certificate or notice of no objection required	Price on application	Price on application	S			
Large feature film fee (charges from)	Price on application	Price on application	S			

Fees and Charges
2024/25
Great Yarmouth Borough Council

Fees & Charges				Monday-Friday			Weekends & bank holidays			Notes
Charges for Town Hall 2024/25				Per Hour	Per Half day	Per Day	Per Hour	Per Half day	Per Day	
Civil Ceremonies/Wedding Ceremonies Room Hire.										
Old Magistrates Court room hire per day (Maximum 2 hours)				£0	£0	£405	£0	£0	£675	Fees Frozen
Supper Room/ Rambouillet/Old Magistrates Court										
Renewal of Vows or Ceremonies where a private celebrant is used in any of the above rooms (maximum two hours room hire)				£0	£0	£340	£0	£0	£675	Fees Frozen
Wedding/ Party celebration up to midnight (minimum three hours).				£85	£0	£0	£135	£0	£0	Fees Frozen
Assembly Room										
Monday - Thursday				£0	£0	£1,050	£0	£0	£0	Fees Frozen
Friday & Saturday				£0	£0	£0	£0	£0	£1,350	Fees Frozen
Sundays & Bank Holidays				£0	£0	£0	£0	£0	£2,700	Fees Frozen
Hire of Kitchen & Equipment (From £1 per person)				Price on application			Price on application			
A 20% Non-returnable deposit is required for above bookings										
Council Chamber										
Private, Public and Commercial (Weekdays 08:00- 18:00)				£0	£205	£410	£0	£0	£0	Fees Frozen
Private, Public and Commercial (Weekday & Evenings 18:00-00.00)				£85	£0	£0	£0	£0	£0	Fees Frozen
Private, Public and Commercial (Weekends and Bank Holidays) (£85 per hour after 8 hours) Please note half day is 4 hrs and full day is 8 hrs.				£0	£0	£0	£85	£270	£540	Fees Frozen
Rambouillett Room & Supper Room										
Private, Public and Commercial (Weekdays 08:00- 18:00)				£0	£135	£270	£0	£0	£0	Fees Frozen
Private, Public and Commercial (Evenings 18:00- 00.00)				£70	£0	£0	£0	£0	£0	Fees Frozen
Private, Public and Commercial (Weekends and Bank Holidays) (£60 per hour after 8 hours) Please note half day is 4 hrs and full day is 8 hrs.				£0	£0	£0	£85	£270	£540	Fees Frozen
Bespoke Room Hire & Wedding Packages				Price on application			Price on application			
Other Charges										
Atrium Drinks Reception/additional space with any room				£0	£0	£135	£0	£0	£135	Fees Frozen
Set Up Room Hire				£0	£0	£135	£0	£0	£135	Fees Frozen
Additional event staff (18:00-00:00 events over 100 people)				£0	£0	£150	£0	£0	£150	Fees Frozen
Extra Hire charge PA Equipment				£0	£0	£135	£0	£0	£135	Fees Frozen
Red Carpet				£0	£0	£115	£0	£0	£115	Fees Frozen

Fees and Charges
 2024/25
 Great Yarmouth Borough Council

Fees & Charges				Monday-Friday			Weekends & bank holidays			Notes
Charges for Town Hall 2024/25				Per Hour	Per Half day	Per Day	Per Hour	Per Half day	Per Day	
Linen				£0	£0	Price on request	£0	£0	Price on request	Fees Frozen
Extended opening/Late Licence				£0	£0	£135	£0	£0	£135	Fees Frozen
Presentation TV Screen				£0	£0	£60	£0	£0	£60	Fees Frozen
				Per person			Per person			
Teas, coffee and Biscuits charges				£3.60	n/a	n/a	£3.60	n/a	n/a	Fees Frozen

NOTE:
 Subsidised and Charities Rate 25% discount on all above: Rooms will only be available Mon-Thu at these rates.
 A 20% deposit will be required at the time of booking.
 All outstanding balances to be paid within 14 days after the event

Area		Heading 1	Heading 2	2023/24	2024/25	% increase	Reason
Car Parking	Customer Services	Middlegate Car Park	Monday to Sunday (8am to 9pm)	£1.20	£1.50	25.0%	Increase to bring in line with other car parks
	Customer Services	Gorleston High Street	90 minutes (8am - 4pm)	n/a	£1.60	NEW	Offer a 90 min rate for £1.50 instead of hourly rate (align to Town Centre Car Parks but with no 30 min rate)
Car Parking	Customer Services	Gorleston High Street	2 hrs	n/a	£2.20	NEW	Offer a 90 min rate for £1.50 instead of hourly rate (align to Town Centre Car Parks but with no 30 min rate)
	Customer Services	Visual tributes	Visual Tribute Family Video File as part of slide show	£0.00	£20.00	NEW	New Fee
Crematorium and Memorial	Customer Services	Visual tributes	Visual Tribute Family Video File as part of slide show	£0.00	£20.00	NEW	New Fee
Env Serv	Food Hygiene Inspections	Food mentoring visit	Maximum 2 hours	n/a	£150.00	NEW	New Fee, saving approved
Planning - Review of the fees charges being charged to reflect the provision of the service							
	Planning	High Hedges	Pre-submission Advice - Site visit to confirm whether meets definition of a high hedge (charge per hour or part thereof)	n/a	£25 Admin fee + Hourly rate(s)*	NEW	Used to be site visit at £60.
	Planning	Pre-Application Fees	All other planning advice (falling outside the other categories identified in this schedule)	n/a	Hourly rate(s)*	NEW	New provision to allow for cost recovery on work required for proposals falling outside the other categories identified
	Planning	Pre-Application Fees	Site visit (Set charge for 1 officer for 2 hours inc travel)	n/a	£125.00	NEW	New fee. Fixed at a level to cover assumed cost of 1 officer for 2 hour visit inclusive of travel and associated expenses.
	Planning	Pre-Application Fees	Pre-Submission Validation check	n/a	£40.00	NEW	New fee for new enhanced service offer. Provision to allow applicant to have application pack checked prior to submission. Assumes 1 hour of input.
	Planning	Pre-Application Fees	Meeting (Administration fee) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	NEW	New fee. Administration charge to cover meeting setup and then cost recovery for attendees.
	Planning	Minor Residential Development	Written Advice (inclusive of site visit) - 1 dwelling	n/a	£380.00	NEW	Amendment to fee approach to be variable to increase proportionately to the scale of development.
	Planning	Minor Residential Development	Written Advice - Each additional dwelling (max 9)	n/a	£75.00	NEW	Price per additional unit to reflect in increase in work required as schemes increase in scale.
	Planning	Minor Residential Development	Site Meeting (Administration fee and travel) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	NEW	New fee. Administration charge to cover travel planning and normal expenses, and then cost recovery for attendees.
	Planning	Minor Residential Development	Meeting (Administration fee) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	NEW	New fee. Administration charge to cover meeting setup and then cost recovery for attendees.
	Planning	Minor Residential Development	Pre-Submission Validation check	n/a	£80.00	NEW	New fee for new enhanced service offer. Provision to allow applicant to have application pack checked prior to submission. Assumes 2 hours of input.
	Planning	Medium Residential Development	Written Advice (inclusive of site visit) - 10 dwellings	n/a	£1,500.00	NEW	Amendment to fee approach to be variable to increase proportionately to the scale of development.
	Planning	Medium Residential Development	Written Advice - Each additional dwelling (max 49)	n/a	£75.00	NEW	Price per additional unit to reflect in increase in work required as schemes increase in scale.
	Planning	Medium Residential Development	Site Meeting (Administration fee and travel) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	NEW	New fee. Administration charge to cover travel planning and normal expenses, and then cost recovery for attendees.
	Planning	Medium Residential Development	Meeting (Administration fee) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	NEW	New fee. Administration charge to cover meeting setup and then cost recovery for attendees.
	Planning	Medium Residential Development	Pre-Submission Validation check	n/a	£160.00	NEW	New fee for new enhanced service offer. Provision to allow applicant to have application pack checked prior to submission. Assumes multiple officers or senior officer input.
	Planning	Major Residential Development	Written Advice (inclusive of site visit) - 50 dwellings or more	n/a	£5,000.00	NEW	Amendment to fee approach to be variable to increase proportionately to the scale of development.
	Planning	Major Residential Development	Written Advice - Each additional dwelling	n/a	£25.00	NEW	Price per additional unit to reflect in increase in work required as schemes increase in scale.
	Planning	Major Residential Development	Site Meeting (Administration fee and travel) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	NEW	New fee. Administration charge to cover travel planning and normal expenses, and then cost recovery for attendees.

	Area	Heading 1	Heading 2	2023/24	2024/25	% increase	Reason
Planning	Planning	Major Residential Development	Meeting (Administration fee) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	NEW	New fee. Administration charge to cover meeting setup and then cost recovery for attendees.
	Planning	Major Residential Development	Pre-Submission Validation check	n/a	£360.00	NEW	New fee for new enhanced service offer. Provision to allow applicant to have application pack checked prior to submission. Assumes multiple officers or senior officer input.
	Planning	Non-Residential Development	Site Meeting (Administration fee and travel) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)	NEW	New fee. Administration charge to cover travel planning and normal expenses, and then cost recovery for attendees.
	Planning	Non-Residential Development	Meeting (Administration fee) plus Hourly rate(s)	n/a	£25 + Hourly rate(s)*	NEW	New fee. Administration charge to cover meeting setup and then cost recovery for attendees.
	Planning	Non-Residential Development	Pre-Submission Validation check - Non-residential development less than 100sqm net internal floorspace	n/a	£80.00	NEW	New fee for new enhanced service offer. Provision to allow applicant to have application pack checked prior to submission. Assumes 2 hours of input.
	Planning	Non-Residential Development	Pre-Submission Validation check - Non-residential development less than 999sqm net internal floorspace	n/a	£160.00	NEW	New fee for new enhanced service offer. Provision to allow applicant to have application pack checked prior to submission. Assumes multiple officers or senior officer input.
	Planning	Non-Residential Development	Pre-Submission Validation check - Non-residential development more than 10,000sqm net internal floorspace	n/a	£360.00	NEW	New fee for new enhanced service offer. Provision to allow applicant to have application pack checked prior to submission. Assumes multiple officers or senior officer input.
	Planning	Hourly Rates*	Planning Technician	n/a	£40.00	NEW	Cost to recruit Agency support to provide service
	Planning	Hourly Rates*	Planning Officer	n/a	£60.00	NEW	Cost to recruit Agency support to provide service
	Planning	Hourly Rates*	Senior Planning Officer	n/a	£80.00	NEW	Cost to recruit Agency support to provide service
	Planning	Hourly Rates*	Principal Planning Officer	n/a	£100.00	NEW	Cost to recruit Agency support to provide service
	Planning	Hourly Rates*	Development Manager / Strategic Planning Manager	n/a	£120.00	NEW	Cost to recruit Agency support to provide service
	Planning	Hourly Rates*	Head of Planning	n/a	£150.00	NEW	Cost to recruit Agency support to provide service
	Planning	Planning Performance Agreements	Hourly rates for anticipated officer input	n/a	Hourly rate(s)*	NEW	Cost recovery
	Planning	Planning Performance Agreements	Set-up fee	n/a	£500.00	NEW	Cover administration costs of negotiating/setting up new PPA.
	Planning	Planning enforcement	Written confirmation of closure of enforcement case where it was found not expedient to take action (available for a 12-month period following closure of the case)	n/a	£80.00	NEW	Cover officer cost to research and provide written response.
	Planning	Planning enforcement	Written confirmation that an Enforcement Notice has been complied with	n/a	£200.00	NEW	Cover officer cost in re-assessing the need for the enforcement notice to remain.
	Planning	Planning enforcement	Request to withdraw enforcement notice	n/a	£200.00	NEW	Cover officer cost to research and provide written response.
	Planning	S106 Monitoring Fees	Negotiated fee based on - £500 per obligation/clause that requires the Council to either: receive a financial contribution, assess and/or agree a submission or any other activity requiring the input of Council officers.	n/a	Price on application	NEW	To cover the administration costs involved in the monitoring of S106 legal agreements. Bespoke charge to reflect the individual nature of agreements and the monitoring burden they will represent to the Council.
	Planning	Administration fees	All non-major applications with no planning officer input	n/a	£50.00	NEW	Retain proportion of refunded fees to cover administration time incurred in assessing and returning submission.
	Planning	Administration fees	Major applications and/or applications where officer input had been required	n/a	£100.00	NEW	Retain proportion of refunded fees to cover administration time incurred in assessing and returning submission.

Town Centre Car Parks	April to October Full Day	November to March Full Day
King Street & Market Place	£480.00	£370.00
Brewery Plain, George Street & Stonecutters Way	£100.00	£100.00
Fuller Hill	£200.00	£100.00

Min charge applies of £100 for full day
Min charge applies

Other Car Parks	April to October Full Day	November to March Full Day
Beach Road Caister	£ 140.00	Licence fee
Gorleston High Street, Blackfriars rd, Middlegate	£ 100.00	£ 100.00

Min fee applies (permission from preservation trust where required)

Seafront Short Stay Car parks	April, May, June Full day	July, August Full day	September, October Full day	November to March* Full day
Anchor Gardens	£300.00	£500.00	£250.00	£100.00
Euston Road	£900.00	£1,600.00	£750.00	£100.00
Jetty North	£540.00	£910.00	£280.00	£114.00
Jetty South	£300.00	£560.00	£230.00	£100.00

Min charge applies

Min charge applies

Min charge applies

* Where Easter falls in March the rates April to June will be applied

Seafront Long Stay Car Parks	April, May, June Full day	July, August Full day	September, October Full day	November to March* Full day
North Drive	£850.00	£1,900.00	£580.00	£110.00
St Nicholas	£1,300.00	£3,000.00	£850.00	£110.00
Sandown Road (Lorry)	£100.00	£130.00	£100.00	£100.00
Sandown Road (Car)	£180.00	£580.00	£150.00	£100.00
Marina Centre	£750.00	£1,200.00	£750.00	£160.00

* Where Easter falls in March the rates April to June will be applied

EVENTS ON COUNCIL LAND

Application Fees				
<i>Application fees are in addition to the site fee and are non-refundable payable on submitting event notification on Council land</i>				
	Small Events (up to 500)	Medium Events (501-2999)	Major Events (3000+)	Promotional Stands
Commercial (Organiser charging entry fee)	£60.00	£75.00	£115.00	£60.00
Commercial (Event is free entry)	£60.00	£75.00	£115.00	£60.00
Charity (National)	£60.00	£75.00	£115.00	£60.00
Charity (Local)	£30.00	£40.00	£60.00	£30.00

CATEGORY A SITE FEE	Great Yarmouth Seafront, Town Centre & St Georges Park (Hire Charge per Day)			
Event Organiser Category	Small Events (up to 500)	Medium Events (501-2999)	Major Events (3000+)	Promotional Stands
Commercial (Organiser charging entry fee)	£350.00	£700.00	On Application	n/a
Commercial (Event is free)	£300.00	£600.00	On Application	£40 per sq m
Charity (National)	£175.00	£350.00	£700.00	£25 per sq m
Charity (local)	No Charge	No Charge	No Charge	No Charge
Note build & break down days 50% of the above				

CATEGORY B SITE FEE	Gorleston Seafront area, all other parks & council open space within the borough (Hire Charge per day)			
Event Organiser Category	Small Events (up to 500)	Medium Events (501-2999)	Major Events (3000+)	Promotional Stands
Commercial (Organiser charging entry fee)	£300.00	£650.00	On Application	n/a
Commercial (Event is free)	£250.00	£550.00	On Application	£35 per sq m
Charity (National)	£150.00	£300.00	£650.00	dec
Charity (local)	No Charge	No Charge	No Charge	No Charge
Note build & break down days 50% of the above				

A local charity is described as a charity that is registered and /or operates within Great Yarmouth Borough providing a variety of goods, products or services that are needed to the local population

OTHER COSTS

Please note that there may be additional costs incurred for particular events, which will be calculated on a case by case basis. These can include (but are not constrained to)

Damage deposit - (refundable if no damage occurs)

Parking - loss of income and parking bay suspensions

Waste management - for example waste bins and refuse collections for the event

Event monitoring - in compliance with policy and location of hire agreement

Highways - Road Closures and signage costs

Licensing fees - alcohol etc.

Electricity supply- if electrical supplies are available these will be charged per day per charging point on application