

Subject Fees and Charges 2022/23

Report to ELT - 26 January 2022
Policy and Resources Committee – 8 February 2022
Council - February 2022

Report by: Finance Director



SUBJECT MATTER/RECOMMENDATIONS

This Report outlines for approval the schedule of fees and charges for the 2022/23 financial year.

It is recommended that Policy and Resources Committee:

- 1) Agree the schedule of fees and charges for 2022/23 as detailed in appendix A of the report as per the fees and charges policy;
- 2) Recommend to Council the schedule of fees and charges in Appendix B that fall outside of the policy.

1. INTRODUCTION / BACKGROUND

- 1.1 The Council approved a new fees and charges policy in December 2019. 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.
- 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 reflect planned increases to fees and charges in line with the current policy to provide estimates on the level of future income.
- 1.4 The policy sets out some criteria and rationale for the annual changes to fees and charges which largely covered an annual increase based on cost recovery, RPI only or RPI plus up to 2%, for the period until 2024. 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;
 - Fees and charges subject to separate reviews and form part of the 2022/23 savings and

additional income proposals.

- 1.5 Fees and charges set within the framework are reported to Policy and Resources, those that are outside of the frame will form a recommendation to Council.

2. FEES AND CHARGES PROPOSALS FOR 2022/23

- 2.1 The proposed fees and charges for 2022/23 are included at Appendix A to the report. In line with the fees and charges policy the fees included in the schedule have been increased by RPI plus up to 2%, this equates to an increase of 6.9%, based on RPI being 4.9% at September 2021, the policy also allows for the recovery of costs for a service and therefore this has been reflected in the charges as applicable. For administration purposes, the proposals will have been rounded, as applicable, for example where charges are reliant upon change such as car parking charges.
- 2.2 For the 2022/23 budget process all fees and charges have been reviewed to ensure that they are appropriate. All fees and charges have been increased in line with the fees and charges policy, with the exception of the following listed below which have either remained frozen at 2021/22 fee structure, increased by RPI only or increased above the recommended policy.
- 2.3 **Crematorium** – Funeral services, some Visual tributes, Cemetery charges, Dedications have remained frozen or increased by RPI only to retain competitive in the market and attract sales.
- 2.4 **Pay & Display Car Parks** - Seafront Car parks short stay have increased below RPI for the first 2 hours and below RPI plus 2% over 2 hours, to ensure fees are raised incrementally and not to discourage parking. Seafront Long stay fees have remained frozen as these are already at a premium rate. Beach Coach Station fees for cars have remained frozen (with exception of winter day) to align these charges with the seafront long stay car parks. The recommended charges for parking are now all aligned across the borough and bring Caister and Gorleston charges in line with the charges in Great Yarmouth.
- 2.5 **Environmental Health** – Local Authority Permits are prescribed by government and are still to be confirmed for 2022/23. Selective Licensing fees are also a statutory fee which has been set for 5 years. Local Licences have a mixture of changes, either being increased by the policy, or remained frozen due to being cost recovery only. Many Garden Waste fees have increased below RPI to cover operational costs and bin costs but not to overprice the service. Most of the Licensing fees have increased by RPI only to cover processing cost of licences, except gambling Licences, which have remained frozen, as this is the maximum charge allowable in legislation.
- 2.6 **Sports & Leisure** –Football/Rugby Professional Matches fees are increasing by RPI only to lessen a large increase in fees.
- 2.7 **Housing Needs & Welfare Services** – All fees are either increasing by RPI only or remaining frozen due to remaining competitive in the local market.
- 2.8 **Planning and Growth** – Local Land Searches & Pre application fees are increasing by RPI only to remain competitive with external companies and not to dissuade developers from using discretionary services.
- 2.9 **Town Hall** – The Council commenced offering a full marketing and event planning service using

the in-house team in 2020/21. However due to Covid restrictions continuing through 2021/22, a customer base was not able to be established. Therefore, these fees and charges will remain frozen, as set in 2020/21. After a full year of operation, a full review of hire rates will then be carried out for 2023/24.

- 2.10 Appendix B lists all fees which have increased over the policy recommendation of RPI plus 2%, these have been informed by the latest market information and reviewed by officers. As these are outside of the policy, these are recommended to Council.

New Fees and Charges 2022/23

- 2.11 **Crematorium** – New fees have been included within the visual tributes and Memorial Benches. New visual Tributes include a downloadable recording video files and recordings on DVD's and USB's, Visual Tribute still images, visual Tribute slide shows, family videos and an urgent service request line has also been added for any other visual tributes. New lines for a dedication posy vase have been added under Memorial Benches and open spaces under dedications.
- 2.12 **Car parks** – Leisure centre charges for the new Marina centre have been added as new fee, providing car parking 6am to 10pm, 7 days a week.
- 2.13 **Local Licenses** – A new pricing structure has been added for Animal Licenses. Pet Shop, Riding establishments, Dog Breeding, Animal boarding and keeping animals for exhibition now all have a separate application fee and then the option of a 1–3-year licence to purchase.
- 2.14 **Housing need and welfare services** – New charges for Housing options bed and breakfast and an allocation service have been added for 2022/23.
- 2.15 **Events and Town Hall fees** - Two new lines have been added for 2022/23, Bespoke Hire & wedding packages and a fee for the hire of the kitchen & equipment when using the Assembly rooms. Both these new charges are priced on when applications are made.

3. FINANCIAL IMPLICATIONS

- 3.1 The financial implications from the proposed changes have been factored into the detailed service budgets for 2022/23 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 2022/23 have been calculated based on the current fees and charges policy and where there are opportunities to deliver additional income to help reduce the future financial gap that the Council is facing. The proposals have been factored into the detailed budget for 2022/23 which is included as a separate item on the agenda

Area for consideration Comment	Comment
Monitoring Officer Consultation	
Section 151 Officer Consultation	
Existing Council Policies See background papers	
Financial Implications Within existing budgets	
Legal Implications (including human rights)	
Risk Implications	
Equality Issues/EQIA assessment	
Details contained in strategy	
Crime & Disorder	
Every Child Matters	

Fees and Charges
2022/23
Great Yarmouth Borough Council



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Fees and charges note:

Generally any increase in fees and charges will take effect from 1st April 2022.

RPI for September 2021 is 4.90%

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 one of the following abbreviations:

S - Standard Rated

EX - Exempt

OS - Outside scope/Non business

ZE - Zero rated

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

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Cremation and Cemeteries				
Funeral Services				
Essential Rose package – Cremation only no service or attendance.	£1,295.00	£1,295.00	OS	£0.00
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	£1,995.00	P	£0.00
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	£2,495.00	P	£0.00
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 four 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)	£799.00	£799.00	S	£0.00
For Service times 09:15, 10:00, 10:45, 11:30, 12:15, 13:00, 13:45, 14:30, 15:15 (45 minutes)	£860.00	£895.00	S	£35.00
Funeral Director No Attendance (arrangements required, no service) - delivery by agreement.	£500.00	£500.00	OS	£0.00
<i>Saturday Services details on request 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	£95.00	£95.00	OS	£0.00
Scattering of cremated remains from this Crematorium in the lawn area, no attendance	£65.00	£65.00	OS	£0.00
Hire of Crematorium Chapel:				
For Burial / Memorial Service	£190.00	£190.00	OS	£0.00

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Extension of half an hour for Cremation Service	£210.00	£210.00	OS	£0.00
Hire of Crematorium Chapel only	£295.00	£295.00	OS	£0.00
Temporary retention of ashes, after first four weeks, per month	£27.00	£27.00	OS	£0.00
Bio-degradable box urn	No Charge	No Charge	OS	
Additional Certificate of Cremation	£22.00	£26.00	OS	£4.00
Pall bearers (each)	£33.00	£33.00	OS	£0.00

Visual tributes

Webcast	£65.00	£80.00	S	£15.00
Downloadable recording MP4 Video File	£20.00	£30.00	S	£10.00
Downloadable recording MP4 Video File (Including video tribute)	n/a	£45.00	S	New
Recording DVD/USB	£59.00	£63.50	S	£4.50
Recording DVD/USB (including video tribute)	n/a	£68.50	S	New
Visual Tribute Single Still Image	n/a	£15.00	S	New
Visual Tribute slide show up to 25 images (no music)	n/a	£38.00	S	New
Visual Tribute slide for every 25 additional images (no music)	n/a	£25.00	S	New
Visual Tribute slide show up to 25 images (with music)	n/a	£80.00	S	New
Visual Tribute slide for every 25 additional images (with music)	n/a	£25.00	S	New
Visual Tribute Family Video File	n/a	£25.00	S	New
Visual Tribute downloadable MP4 Video File	n/a	£20.00	S	New
Visual Tribute DVD/USB	n/a	£30.00	S	New
Urgent Service Request	n/a	£95.00	S	New

Dedications

Two-line entry	£91.00	£91.00	S	£0.00
Five-line entry	£128.00	£128.00	S	£0.00
Eight-line entry	£171.00	£171.00	S	£0.00
Five-line entry with flower illustration or similar	£190.00	£190.00	S	£0.00
Five-line entry with heraldic device	£206.00	£206.00	S	£0.00
Eight-line entry with flower illustration or similar	£206.00	£206.00	S	£0.00
Eight-line entry with full heraldic device or crest	£368.00	£368.00	S	£0.00

Memorial Cards

Two Line entry	£21.00	£50.00	S	£29.00
Five-line entry	£26.00	£60.00	S	£34.00
Eight-line entry	£45.00	£80.00	S	£35.00
Five-line entry with flower illustration or similar	£71.00	£120.00	S	£49.00
Eight-line entry with flower illustration or similar	£88.00	£150.00	S	£62.00
Five-line entry with heraldic device	£95.00	£170.00	S	£75.00
Eight-line entry with full heraldic device or crest	£112.00	£180.00	S	£68.00

Memory Books

Two Line entry	£71.00	£74.50	S	£3.50
Five-line entry	£78.00	£82.00	S	£4.00
Eight-line entry	£88.00	£92.50	S	£4.50
Five-line entry with flower illustration or similar	£112.00	£145.00	S	£33.00
Eight-line entry with flower illustration or similar	£121.00	£160.00	S	£39.00

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Five-line entry with heraldic device	£139.00	£150.00	S	£11.00
Eight-line entry with full heraldic device	£156.00	£165.00	S	£9.00
<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.				
Shrub	£292.00	£292.00	S	£0.00
Standard Rose	£341.00	£341.00	S	£0.00
Double Plaque (to replace single)	£75.00	£75.00	S	£0.00
Embossed motif (from selection) on bronze plaque	£20.00	£20.00	S	£0.00
Postage & packaging of expired memorial plaque	£8.50	£9.50	S	£1.00
Memorial Garden (including provision of Bronze Plaque) Five Year dedication period.				
Shrub	£176.00	£176.00	S	£0.00
Standard Rose	£200.50	£200.50	S	£0.00
Double Plaque (to replace single)	£75.00	£75.00	S	£0.00
Embossed motif (from selection) on bronze plaque	£20.00	£20.00	S	£0.00
Postage & packaging of expired memorial plaque	£8.00	£9.50	S	£1.50
Memorial Tree (including provision of Bronze Plaque) Ten Year dedication period.				
Ten-year dedication period	£455.00	£477.50	S	£22.50
Renewal – Ten-year dedication period	£270.50	£284.00	S	£13.50
Individual Memorial Seat (including provision of Bronze Plaque) Ten Year dedication period.				
Six-foot seat	£1,182.00	£1,300.00	S	£118.00
Additional bronze plaque	£216.00	£227.00	S	£11.00
Renewal for ten-year dedication period	£276.00	£600.00	S	£324.00
Individual Wall Plaques. Ten Year dedication period.				
Bronze plaque - black with gold lettering	£181.00	£181.00	S	£0.00
Renewal of existing plaque - ten-year dedication period	£121.50	£121.50	S	£0.00
To add additional name or request new plaque to replace existing (new 4-line plaque)	£90.50	£90.50	S	£0.00
Polished Sterling Grey Granite Memorial Vase Kerbs. Ten Year dedication period.				
Granite Memorial Vase Kerbs with 6-line inscription	£444.50	£466.50	S	£22.00
To add additional name (new 6-line granite plate)	£135.00	£142.00	S	£7.00
Renewal – ten-year dedication period	£340.50	£357.50	S	£17.00
Hexagonal Sandstone Tower with Granite Plaque. Ten Year dedication period.				
Granite memorial plaque with 6-line inscription	£185.50	£185.50	S	£0.00
New plaque for additional name to be added	£125.50	£122.50	S	-£3.00
Renewal of existing plaque for ten-year period	£125.50	£125.50	S	£0.00
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	£996.00	£1,100.00	S	£104.00
<i>Decorative motifs/floral tribute on plaque (samples & price on request)</i>				
Cameo photograph arranged and fixed to plaque (4cm x 3cm)	£120.00	£126.00	S	£6.00
Cameo photograph arranged and fixed to plaque (7cm x 5cm)	£144.00	£151.50	S	£7.50

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Heart shaped cameo photo, arranged and fixed to plaque	£192.00	£201.50	S	£9.50
Replacement of black granite plaque (excluding photograph) up to 80 letters	£383.00	£402.00	S	£19.00
Additional letters (per letter)	£4.00	£4.50	S	£0.50

*Repainting of current plaque **price on request** (dependent on characters and motifs)*

Sanctum Panorama 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

Top level	£931.00	£999.00	S	£68.00
Mid level	£897.00	£941.00	S	£44.00
Lower level	£841.00	£882.50	S	£41.50
Cameo photograph arranged and fixed to plaque (4cm x 3cm)	£121.00	£127.00	S	£6.00
Cameo photograph arranged and fixed to plaque (7cm x 5cm)	£144.00	£151.50	S	£7.50
Heart shaped cameo photo, arranged and fixed to plaque	£192.00	£201.50	S	£9.50
Replacement of black granite plaque (excluding photograph) up to 80 letters	£383.00	£402.00	S	£19.00
Additional letters (per letter)	£4.00	£4.50	S	£0.50

*Repainting of current plaque **price on request** (dependent on characters and motifs)*

Buxton Bench. Twenty-year lease period

Twenty- year lease Granite bench with two recesses for plaque, including one 7' x 5' engraved memorial plaque

Second plaque	£117.00	£123.00	S	£6.00
Renewal of ten- year lease	£490.00	£514.50	S	£24.50

Ornamental Memorial Tree in Garden of Remembrance

Ornamental tree with plaque including inscription and motif, on a twenty- year lease	£671.00	£704.00	S	£33.00
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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	£876.50	£919.50	OS	£43.00

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	£135.00	£144.50	OS	£9.50
The body of a child whose age at the time of death exceeded one month, but did not exceed twelve years	£171.00	£183.00	OS	£12.00
The body of a person whose age at the time of death exceeded twelve years	£1,200.00	£1,300.00	OS	£100.00

Additional Charges

Burial at 9' depth	£146.00	£150.00	OS	£4.00
Excavation for 9' x 4' walled graves (not including construction of walls)	£220.00	£231.00	OS	£11.00
<i>Larger excavations - prices upon request</i>				£0.00
For burial at 3pm or after	£70.00	£75.00	OS	£5.00

Interment of cremated remains

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
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	£54.50	£58.50	OS	£4.00
The body of a child of four years but not exceeding twelve years at the time of death	£65.00	£69.50	OS	£4.50
The body of a person whose age at the time of death exceeded twelve years (resident)	£260.00	£273.00	OS	£13.00
The body of a person whose age at the time of death exceeded twelve years (non-resident interred into new grave)	£439.00	£461.00	OS	£22.00
The body of a person whose age at the time of death exceeded twelve years (non-resident interred into occupied grave)	£260.00	£273.00	OS	£13.00
Double interment of cremated remains (resident)	£280.00	£294.00	OS	£14.00
Double interment of cremated remains (non- resident interred into occupied grave)	£280.00	£294.00	OS	£14.00
Purchase & Interment of cremated remains -Woodland area				
In a grave for which Exclusive Right of Burial has been granted				
Internment of single set of cremated remains (including plaque)	£300.00	£300.00	OS	£0.00
Internment of double set of cremated remains (additional £75 for addition/change plaque)	£500.00	£500.00	OS	£0.00
Exhumation Charges				
Exhumation of body of any age	£2,124.00	£2,228.50	EX/S	£104.50
Exhumation of cremated remains	£294.00	£308.50	EX/S	£14.50
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'	£806.00	£845.50	EX	£39.50
Earthen grave 2'x2' (ashes)	£545.00	£572.00	EX	£27.00
Earthen grave 4'x2' (Child up to age of four)	£165.00	£173.50	EX	£8.50
Purchase by non-resident of the Borough:				
<i>(Temporary memorial free upon request for the first internment)</i>				
Earthen grave 9'x4'	£1,357.00	£1,423.50	EX	£66.50
Earthen grave 2'x2' (ashes)	£905.00	£949.50	EX	£44.50
Earthen grave 4'x2' (Child up to age of four)	£172.00	£180.50	EX	£8.50
Temporary memorial (including carriage)	£71.00	£74.50	S	£3.50
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.	£100.00	£100.00	S	£0.00
<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)	£44.00	£46.50	OS	£2.50
Indemnity Form (where owner is unable to produce original purchase Deed)	£24.00	£26.00	OS	£2.00
Fee for transfer of Deed of Exclusive Right	£45.00	£47.50	OS	£2.50
Fee for transfer of Deed of Exclusive Right (Deed not available)	£72.00	£76.00	OS	£4.00

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Genealogy enquires per hour or part thereof	£46.50	£49.00	S	£2.50
Administrative Fee (for preparation/production/amended/duplication of paperwork) (NB - fee non-refundable, if after search grave is not located)	£27.00	£26.00	S	-£1.00

Dedications

Memorial Benches (including provision of plaque)

Ten Year dedication period	£1,182.00	£1,300.00	S	£118.00
Additional Plaque	£216.00	£227.00	S	£11.00
Dedication Posy Vase	£0.00	£70.00	S	New
Return of memorial Plaque	£8.50	£9.00	S	£0.50

Garden Memorials (including provision of plaque)

Memorial Rose with ten-year dedication period	£341.00	£365.00	S	£24.00
Memorial shrub with ten-year dedication period	£292.00	£312.50	S	£20.50
Memorial tree with ten-year dedication period	£455.00	£486.50	S	£31.50
Return of memorial plaque	£8.50	£9.50	S	£1.00

Open Space Dedications

Ten Year Dedication Plaque (no bench)	£216.00	£231.00	S	£15.00
Dedication Posy Vase	£0.00	£70.00	S	New
Return of Dedication Plaque	£8.50	£9.50	S	£1.00

Pay & Display Car Parks

Town Centre Car Parks

Howard Street, King Street, Market Place, Stonecutters, George Street, Brewery Plain, Greyfriars, Fullers Hill, Blackfriars & Middlegate.

Hourly rate (8am - 4pm)	£1.00	£1.20	S	£0.20
Evenings from 4pm	Free	Free		
Sunday's hourly rate £1.20. (Maximum £4.20 per day)	£1.00	£1.20	S	£0.20
Overnight (6pm to 8am)	Free	Free		
Wednesday 12pm to 8am (King Street, George Street & Brewery Plain.	Free	Free		

Seafront Car Parks - Long Stay

St Nicholas & North Drive.

Closed in Winter

Up to 4 hours (1 April to 31 October inclusive)	£6.00	£6.00	S	£0.00
Over 4 hours (1 April to 31 October inclusive)	£9.30	£9.30	S	£0.00

Seafront Car Parks - Short Stay

Euston Road, Anchor Gardens, Jetty North, Jetty South.

Summer - Cost per hour, first 2 hours	£2.50	£2.60	S	£0.10
Summer - Cost per hour, after 2 hours	£3.30	£3.50	S	£0.20

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Winter - Cost per hour	£1.50	£1.50	S	£0.00
Overnight (9pm to 8am) Free when EV charge point in use.	£1.50	£1.50	S	£0.00
<u>Leisure Centre</u>				
6am to 10pm 7 days per week all year				
<i>Leisure centre members free to park max stay 3 hours</i>				
<i>Leisure centre casual users free to park max stay 3 hrs (certain conditions apply requiring minimum spend for facilities)</i>				
Up to 3 hours	n/a	£10.00	S	New
Cost per hour over 3 hrs	n/a	£3.50	S	New
Overnight (10pm to 6am) Free from 9pm to 6am when EV charge point in use.	n/a	£0.00	S	New
<u>Other Car Parks</u>				
Gorleston High Street				
Hourly rate (8am - 4pm)	£0.70	£1.20	S	£0.50
Sunday's hourly rate £1.20. (Maximum £4.20 per day)	£1.00	£1.20	S	£0.20
Resident passes per quarter	£20.70	£22.00	S	£1.30
Caister				
Summer - cost per hour or part thereof	£1.00	£1.20	S	£0.20
Winter - cost per hour or part thereof	Free	Free	S	
Resident passes per quarter	£20.70	£22.00	S	£1.30
<u>Beach Coach Station</u>				
Cars				
Summer - peak tariff up to 4 hours (1 April to 31 October)	£6.00	£6.00	S	£0.00
Summer - peak tariff over 4 hours (1 April to 31 October)	£9.30	£9.30	S	£0.00
Winter - per day	£1.50	£2.50	S	£1.00
Overnight (9pm to 8am) (Free when EV charge point in use).	£1.50	£1.50	S	£0.00
Coaches				
All year - bay fee up to 3 hours	£6.00	£6.50	S	£0.50
All year - daily ticket	£10.40	£11.50	S	£1.10
All year - weekly ticket	£57.40	£61.50	S	£4.10
Lorry's				
All year - per twelve-hour period	£15.50	£17.00	S	£1.50
Solo Motorcycles and Scooter				
In designated area only	No Charge	No Charge		
<u>Other Charges:</u>				
Season Tickets				
Season Ticket Fullers Hill (Monday to Friday only) and Beach Coach Station per month	£36.50	£38.50	S	£2.00
Season Ticket excluding Palmers, Marina, Euston Road, Empire, Jetty North & South (per month)	£65.00	£65.00	S	£0.00
Reserved bays (Seafront) per Annum	£610.00	£625.00	S	£15.00
Reserved Bays (Seafront) Summer only (1st April to 31st Oct)	£350.00	£375.00	S	£25.00
Rover Tickets				

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Weekly	£32.00	£35.00	S	£3.00
Three day (72 hours) (Any three days)	£13.50	£15.00	S	£1.50
Market Traders				
Fullers Hill Car Park (per annum)	£56.80	£60.00	S	£3.20
Private Car Park Bays GYBC Land				
High Mill Road (per annum)	£95.00	£95.00	S	£0.00
All others (per annum)	£180.00	£180.00	S	£0.00
Penalty Charge Notices (1)				
Payment received within 14 days	£35.00	£35.00	S	£0.00
Payment received after 14 days	£70.00	£70.00	S	£0.00
Penalty Charge Notices (2)				
Payment received within 14 days	£25.00	£25.00	S	£0.00
Payment received after 14 days	£50.00	£50.00	S	£0.00
Resident Advantage Card				
Advantage Card available to residents only	£3.00	£3.50	S	£0.50

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 2022/23 have not been published and are stated at the 2021/22 charge.

Mobile plant and Solvent Emission Activities

Application fees

Standard Process	£1,650.00	£1,650.00	OS	£0.00
Additional fee for operating without a permit	£1,188.00	£1,188.00	OS	£0.00
Reduced fee activities (except VRs)	£155.00	£155.00	OS	£0.00
PVR I & II combined	£257.00	£257.00	OS	£0.00
Vehicle refinishers (VRs)	£362.00	£362.00	OS	£0.00
Reduced fee activities: Additional fee for operating without a permit	£71.00	£71.00	OS	£0.00
Mobile screening and crushing plant	£1,650.00	£1,650.00	OS	£0.00
for the third to seventh application	£985.00	£985.00	OS	£0.00
for the eighth and subsequent applications	£498.00	£498.00	OS	£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

Annual Subsistence Charge

Standard Process

Low	£772 (+£104)*	£772 (+£104)*	OS	£0.00
Medium	£1,161(+£156)*	£1,161(+£156)*	OS	£0.00
High	£1,747(+£207)*	£1,747(+£207)*	OS	£0.00

Reduced fee activities:

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

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
<u>PVR I & II combined:</u>				
Low	£113.00	£113.00	OS	£0.00
Medium	£226.00	£226.00	OS	£0.00
High	£341.00	£341.00	OS	£0.00
<u>Vehicle refinishers</u>				
Low	£228.00	£228.00	OS	£0.00
Medium	£365.00	£365.00	OS	£0.00
High	£548.00	£548.00	OS	£0.00
<u>Mobile screening and crushing plant:</u>				
<u>for first and second permits</u>				
Low	£626.00	£626.00	OS	£0.00
Medium	£1,034.00	£1,034.00	OS	£0.00
High	£1,551.00	£1,551.00	OS	£0.00
<u>for the third to seventh permits</u>				
Low	£385.00	£385.00	OS	£0.00
Medium	£617.00	£617.00	OS	£0.00
High	£924.00	£924.00	OS	£0.00
<u>eighth and subsequent permits</u>				
Low	£198.00	£198.00	OS	£0.00
Medium	£314.00	£314.00	OS	£0.00
High	£473.00	£473.00	OS	£0.00
Late payment Fee	£52.00	£52.00	OS	£0.00
* 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
Standard process partial transfer	£497.00	£497.00	OS	£0.00
New operator at low risk reduced fee activity	£53.00	£53.00	OS	£0.00
Surrender: all Part B activities	£0.00	£0.00	OS	£0.00
Reduced fee activities: transfer	£0.00	£0.00	OS	£0.00
Reduced fee activities: partial transfer	£47.00	£47.00	OS	£0.00
Temporary transfer for mobiles				
First transfer	£51.00	£51.00	OS	£0.00
Repeat following enforcement or warning	£51.00	£51.00	OS	£0.00
Substantial change				
Standard process	£1,050.00	£1,050.00	OS	£0.00
Standard process where the substantial change results in a new PPC activity	£1,650.00	£1,650.00	OS	£0.00
Reduced fee activities	£102.00	£102.00	OS	£0.00

LAPPC mobile plant charges

Number of Permits	Application Fee	Low Subsistence /Medium Susbsistence	
1	£626.00	£1034.00/ £1551.00	OS

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
2	£626.00	£1034.00/ £1551.00	OS	
3	£385.00	£617.00/ £924.00	OS	
4	£385.00	£617.00/ £924.00	OS	
5	£385.00	£617.00/ £924.00	OS	
6	£382.00	£617.00/ £924.00	OS	
7	£385.00	£617.00/ £924.00	OS	
8 and over	£198.00	£314.00/ £473.00	OS	

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

Key

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.

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.

Selective Licensing

Statutory Fee set for 5 years

Single Occupancy Household

For each dwelling which is occupied by a single household (e.g., house, self-contained flat or no self-contained flat.

£515.00	£515.00	OS	£0.00
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Buildings contained flats where the landlord owns the freehold.

A single Licence will be issued covering all the flats within the control of the landlord. £515 and then £505 for each additional flat within the same building.

£515.00	£515.00	OS	£0.00
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Buildings containing flats where the landlord owns more than one flat in a building without owning the freehold

As the landlord does not own the freehold, then each flat will require an individual license. £515 for the first flat and then £505 for each additional Flat in the same building.

£515.00	£515.00	OS	£0.00
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Late application fee

£1,000.00	£1,000.00	OS	£0.00
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There is no option to pay monthly for license's directly with the Council.

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Reduced rates				
Accredited membership of selected organisation				
Five Year Licence fee				
<i>Reduced fees will apply to accredited members of one of the following organisation:</i>				
National Landlord Association	£495.00	£495.00	OS	£0.00
Residential Landlords Association	£495.00	£495.00	OS	£0.00
National Approved Lettings Scheme	£495.00	£495.00	OS	£0.00
Local Licenses				
Skin Piercing and Tattooists (business registration)	£326.00	£260.00	OS	-£66.00
Skin piercing (registration personal licence)	£73.00	£73.00	OS	£0.00
Variation to Personal Licence	£36.50	£37.00	OS	£0.50
Amendment to premises schedule	£10.50	£37.00	OS	£26.50
Animals				
(Vet charges are recoverable)				
<u>Pet Shop/Sale of pets</u>	£280.50	n/a	OS	see below
Application Fee	n/a	£180.00	OS	NEW
One year licence	n/a	£110.00	OS	NEW
Two year licence	n/a	£170.00	OS	NEW
Three year licence	n/a	£230.00	OS	NEW
<u>Riding Establishment</u>	£349.00	n/a	OS	see below
Application Fee	n/a	£240.00	OS	NEW
One year licence	n/a	£110.00	OS	NEW
Two year licence	n/a	£170.00	OS	NEW
Three year licence	n/a	£230.00	OS	NEW
<u>Dog Breeding</u>	£349.00	n/a	OS	see below
Application Fee	n/a	£240.00	OS	NEW
One year licence	n/a	£110.00	OS	NEW
Two year licence	n/a	£170.00	OS	NEW
Three year licence	n/a	£230.00	OS	NEW
<u>Animal boarding Including, dogs, cats, home boarding and doggy day care</u>	£280.50	n/a	OS	see below
Application Fee	n/a	£180.00	OS	NEW
One year licence	n/a	£110.00	OS	NEW
Two year licence	n/a	£170.00	OS	NEW
Three year licence	n/a	£230.00	OS	NEW
Dangerous Wild Animals (Biennial)	£218.50	£234.00	OS	£15.50
<u>Keeping animals for exhibition</u>	£266.00	n/a	OS	see below
Application Fee	n/a	£150.00	OS	NEW

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
3 year licence	n/a	£150.00	OS	NEW
Combination of activities - in addition to highest activity fee (vets fees where required)	£45.50	£49.00	OS	£3.50
Variation to Licence/re-evaluation of rating for animal boarding, pet shops and keeping animals for exhibition	£89.00	£96.00	OS	£7.00
Variation to Licence/re-evaluation of rating including breeding and riding activities (plus vet fees)	£89.00	£96.00	OS	£7.00
Variations to reduce the licensable activities or numbers of animals	£48.00	£52.00	OS	£4.00
Transfer of Licence (on death of Licence holder)	£48.00	£52.00	OS	£4.00
Change of name or business name (not transfer)	£27.50	£30.00	OS	£2.50
Copy of Licence	£10.50	£12.00	OS	£1.50
Zoo				
<i>(Vet charges are recoverable in addition to these fees)</i>				
Notice of intention to apply for a Zoo Licence	£109.50	£118.00	OS	£8.50
Application	£247.00	£265.00	OS	£18.00
Grant	£109.50	£118.00	OS	£8.50
Renewal	£354.00	£379.00	OS	£25.00
Special Inspection	£109.50	£118.00	OS	£8.50
Periodic inspections (3 yr. and renewal)	£191.50	£205.00	OS	£13.50
Informal Inspections (annual)	£164.00	£176.00	OS	£12.00
Advice (hourly rate)	£28.50	£60.00	OS	£31.50
Food/Water Samples				
PWS risk assessment (large/commercial supply)	£202.50	£217.00	OS	£14.50
PWS risk assessment (small supply)	£101.50	£109.00	OS	£7.50
PWS risk assessment (single domestic dwelling)	£51.00	£55.00	OS	£4.00
PWS sampling (plus analysis costs)	£51.00	£55.00	OS	£4.00
PWS investigation (plus analysis costs)	£51.00	£55.00	OS	£4.00
Commercial Health Certificates				
Authorisation	£15.50	£17.00	OS	£1.50
Preparation and authentication	£28.00	£30.00	OS	£2.00
Port Health	£28.00	£30.00	OS	£2.00
Food Premises Register				
Copy of an entry	£13.50	£15.00	OS	£1.50
Copy of register	£910.50	£974.00	OS	£63.50
Request for information (plus VAT)	£91.00	£98.00	OS	£7.00
<i>NOTE: The Food Premises Register is available free to view at the offices, however, if a copy of the full register or a single entry is required please see charges above.</i>				
House in Multiple Occupation Licence				
House in Multiple Occupation Licence Application Fee	£602.50	£645.00	OS	£42.50
Mid Term Administration and inspection	£273.50	£293.00	OS	£19.50
Units of accommodation:				
Each Additional Unit at	£27.00	£29.00	OS	£2.00
House in Multiple Occupation Renewal of Licence - Standard 5	£602.50	£644.50	OS	£42.00
Mid Term Administration and inspection	£273.50	£293.00	OS	£19.50

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Units of accommodation:				
Each Additional Unit at	£27.00	£29.00	OS	£2.00
Variation of a Licence	£27.00	£29.00	OS	£2.00
Housing Act 2004				
Recovery of costs re Enforcement Notices	£388.00	£415.00	OS	£27.00
Failure to provide smoke alarms	£5,000.00	£5,000.00	OS	£0.00
Failure to provide carbon monoxide alarms	£5,000.00	£5,000.00	OS	£0.00
Immigration Inspections Std (10days)	£98.00	£105.00	OS	£7.00
Immigration Inspections fast Track (5days)	£149.50	£160.00	OS	£10.50
Scrap Metal Dealer Licence Fees				
Site Licence				
New	£323.00	£346.00	OS	£23.00
Renewal	£299.50	£321.00	OS	£21.50
Variation	£131.50	£141.00	OS	£9.50
Scrap Metal Dealer Licence Fees				
Collectors Licence	£196.50	£211.00	OS	£14.50
New Renewal Variation	£171.00	£183.00	OS	£12.00
Copy of Licence	£131.50	£141.00	OS	£9.50
Public Health Act Funerals				
Administration and Officer rate - flat fee	£540.50	£578.00	OS	£37.50
Out of Borough Excess Cost Recovery	£62.00	£67.00	OS	£5.00
Dog Warden - Fees				
Contractors Fee for Collection and Kenneling per dog (Recharges include VAT)	Cost Recovery	Cost Recovery	OS	£0.00
Statutory Fee	£25.00	£25.00	OS	£0.00
Pest Control				
Mouse and Rat Control and Extermination Fee (Excluding VAT)	£43.50	£47.00	S	£3.50
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 once published. The 2022/23 fees are published as the 2021/22 until the new fees are confirmed.				
<u>Gross Tonnage Charge (£)</u>				
Below 1,001	£100.00	£100.00	S	£0.00
From 1,001 to 3,000	£135.00	£135.00	S	£0.00
3,001 - 10,000	£205.00	£205.00	S	£0.00
10,001 - 20,000	£265.00	£265.00	S	£0.00
20,001 - 30,000	£340.00	£340.00	S	£0.00
Over 30,000	£400.00	£400.00	S	£0.00
With the exception of:				
Vessels with the capacity to carry between 50 and 1,000 persons	£400.00	£400.00	S	£0.00
Vessels with the capacity to carry more than 1,000 persons	£680.00	£680.00	S	£0.00
Over 1,000 persons Extensions	£70.00	£70.00	S	£0.00

Fees & Charges		2021/22	2022/23	VAT Status	Change in year
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		£255.00	£273.00	OS	£18.00
6-24 pitches		£272.50	£292.00	OS	£19.50
25-99 pitches		£290.00	£311.00	OS	£21.00
100+ pitches		£327.00	£350.00	OS	£23.00
Annual Inspection Fees					
1-3 pitches		Nil	Nil	OS	
4-5 pitches		£145.50	£156.00	OS	£10.50
6-24 pitches		£218.00	£234.00	OS	£16.00
25-99 pitches		£290.00	£311.00	OS	£21.00
100+ pitches		£326.00	£349.00	OS	£23.00
Food Hygiene Inspections					
Food hygiene re-rating inspection		£155.00	£166.00	OS	£11.00
Voluntary surrender of food stuffs (disposal costs charged at cost in addition to this fee)		£167.50	£180.00	OS	£12.50
Food Hygiene Courses					
CIEH Foundation in Food Safety (per person)		£62.00	£67.00	OS	£5.00
Reduced to £55 if paid more than 21 days prior to course					
Refresher Evening Course (per person)		£26.00	£28.00	OS	£2.00
Reduced to £20 if paid more than 21 days prior to course					
Garden Waste & Bulky Items					
Garden Waste Bins & Bags					
New bins (including charge for collections)					
One Bin		£73.50	£76.00	OS	£2.50
Two Bins		£121.00	£126.00	OS	£5.00
Three Bins		£169.00	£176.00	OS	£7.00
Four Bins		£217.00	£226.00	OS	£9.00
Renewal of Annual Bin (including charge for collections)					
One Bin		£51.50	£52.00	OS	£0.50
Two Bins		£77.50	£78.00	OS	£0.50
Three Bins		£102.50	£104.00	OS	£1.50
Four Bins		£128.00	£130.00	OS	£2.00
Other Charges					
Charge for garden waste bin		£22.00	£24.00	OS	£2.00
One off/Additional Bin empty		£15.00	£20.00	OS	£5.00
12 bags					
		£24.00	£26.00	OS	£2.00
24 bags					
		£46.50	£50.00	OS	£3.50
					£0.00
Administration charge - Provision of bins at new properties		£60.00	£65.00	OS	£5.00
Administration charge - Replacement/extra recycling or residual bin		£36.50	£40.00	OS	£3.50

Fees & Charges		2021/22	2022/23	VAT Status	Change in year
Bulky Items					
Collection of Bulky Items by Order:					
1-3 Items		£21.00	£23.00	OS	£2.00
4-6 Items		£41.50	£45.00	OS	£3.50
More than 6 Items		on request	on request	OS	n/a
Licensing					
HACKNEY CARRIAGES					
First class hackney carriage and private hire vehicle		£230.00	£240.00	OS	£10.00
Second class hackney carriage		£250.00	£260.00	OS	£10.00
Transfer of Landau Vehicle Licence		£60.00	£63.00	OS	£3.00
Private hire operator (5 years) - covers any number of vehicles		£300.00	£350.00	OS	£50.00
Private hire vehicle		£230.00	£240.00	OS	£10.00
Drivers licence (3 years)		£157.00	£165.00	OS	£8.00
Drivers Licence (1 year issue for exceptional circumstances)		£100.00	£105.00	OS	£5.00
Transfer of vehicle Licence		£60.00	£63.00	OS	£3.00
Knowledge test		£16.00	£17.00	OS	£1.00
Badges/Crests (<i>included within costs</i>)					
SEX ESTABLISHMENTS					
Grant of annual Licence		£2,000.00	£2,100.00	OS	£100.00
Renewal of annual Licence (unless objections received/referred to Committee)		£500.00	£525.00	OS	£25.00
Transfer of annual Licence		£800.00	£840.00	OS	£40.00
GAMBLING ACT 2005 LICENCES					
Large Casino		£10,000.00	£10,000.00	OS	£0.00
New Annual fee		£10,000.00	£10,000.00	OS	£0.00
Variation		£5,000.00	£5,000.00	OS	£0.00
Transfer		£2,150.00	£2,150.00	OS	£0.00
Reinstatement		£2,150.00	£2,150.00	OS	£0.00
Provisional Statement		£10,000.00	£10,000.00	OS	£0.00
Licence Application (Prov. Holders)		£5,000.00	£5,000.00	OS	£0.00
Existing Casinos					
New		n/a	n/a		
Annual fee		£1,540.00	£1,616.00	OS	£76.00
Variation		£1,440.00	£1,511.00	OS	£71.00
Transfer		£980.00	£1,029.00	OS	£49.00
Reinstatement		£980.00	£1,029.00	OS	£49.00
Provisional Statement		n/a	n/a		
Licence Application (Prov. Holders)		n/a	n/a		
Betting premises					
New		£2,100.00	£2,203.00	OS	£103.00
Annual fee		£470.00	£494.00	OS	£24.00

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Variation	£1,050.00	£1,102.00	OS	£52.00
Transfer	£830.00	£871.00	OS	£41.00
Reinstatement	£830.00	£871.00	OS	£41.00
Provisional Statement	£2,100.00	£2,203.00	OS	£103.00
Licence Application (Prov. Holders)	£830.00	£871.00	OS	£41.00
Betting (Tracks)				
New	£1,830.00	£1,920.00	OS	£90.00
Annual fee	£520.00	£546.00	OS	£26.00
Variation	£890.00	£934.00	OS	£44.00
Transfer	£680.00	£714.00	OS	£34.00
Reinstatement	£680.00	£714.00	OS	£34.00
Provisional Statement	£1,830.00	£1,920.00	OS	£90.00
Licence Application (Prov. Holders)	£680.00	£714.00	OS	£34.00
Bingo premises				
New	£2,560.00	£2,686.00	OS	£126.00
Annual fee	£630.00	£661.00	OS	£31.00
Variation	£1,250.00	£1,312.00	OS	£62.00
Transfer	£830.00	£871.00	OS	£41.00
Reinstatement	£830.00	£871.00	OS	£41.00
Provisional Statement	£2,560.00	£2,686.00	OS	£126.00
Licence Application (Prov. Holders)	£830.00	£871.00	OS	£41.00
Adult Gaming Centre				
New	£1,460.00	£1,532.00	OS	£72.00
Annual fee	£639.00	£671.00	OS	£32.00
Variation	£730.00	£766.00	OS	£36.00
Transfer	£830.00	£871.00	OS	£41.00
Reinstatement	£830.00	£871.00	OS	£41.00
Provisional Statement	£1,460.00	£1,532.00	OS	£72.00
Licence Application (Prov. Holders)	£830.00	£871.00	OS	£41.00
Family Ent. Centres				
New	£1,460.00	£1,532.00	OS	£72.00
Annual fee	£520.00	£546.00	OS	£26.00
Variation	£730.00	£766.00	OS	£36.00
Transfer	£680.00	£714.00	OS	£34.00
Reinstatement	£680.00	£714.00	OS	£34.00
Provisional Statement	£1,460.00	£1,532.00	OS	£72.00
Licence Application (Prov. Holders)	£680.00	£714.00	OS	£34.00
Copy Licence	£15.00	£25.00	OS	£10.00
Notification of Change	£30.00	£50.00	OS	£20.00

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Sports and Leisure				
PITCH AND PUTT				
Bure Park (18 hole)				
Adult - per round	£7.10	£8.00	S	£0.90
Concession - per round	£4.90	£5.50	S	£0.60
Book of 10 Rounds				
Adults - per book	£50.80	£54.50	S	£3.70
Concessions - per book	£34.20	£37.00	S	£2.80
Lost ball charge	£1.70	£2.00	S	£0.30
Deposit on Equipment (returnable)	£3.50	£10.00	OS	£6.50
ALL TENNIS COURTS				
Courts				
Adults - per person per hour	£3.30	£4.00	S	£0.70
Concessions - per person per hour	£2.50	£3.00	S	£0.50
Organised clubs - per person per hour	£2.50	£3.00	S	£0.50
Equipment				
Deposit per person (returnable)	£5.80	£20.00	OS	£14.20
Lost ball charge	£1.50	£2.00	S	£0.50
PUTTING GREENS				
Gorleston Cliffs (9 hole)				
Adult - per round	£3.10	£3.50	S	£0.40
Concession - per round	£2.00	£2.50	S	£0.50
Equipment				
Deposit per putter	£1.70	£5.00	OS	£3.30
ALL BOWLING GREENS				
Green Fees				
Adult - per hour (incl woods)	£4.70	£5.50	S	£0.80
Concession - per hour (incl woods)	£3.20	£3.50	S	£0.30
Book of 10 x 1-hour tickets				
Adult	£31.10	£40.00	S	£8.90
Concession	£21.40	£25.00	S	£3.60
Book of 20 x 1-hour tickets				
Adult	£52.20	£60.00	S	£7.80
Concession	£35.60	£40.00	S	£4.40
Equipment				
Hire of woods and/or footwear per hour	No charge	No charge		
Deposit per person	£7.50	£10.00	OS	£2.50
Club Bookings Monday to Saturday only				
Per rink per 2 hours (minimum of 2 rinks)	£16.30	£20.00	OS	£3.70

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Club bookings to cover ONLY league or cup fixtures and clubs' internal tournaments. For all other matches including touring sides, rink charges will be £11.50 for all greens.	£17.70	£20.00	S	£2.30
Great Yarmouth Festival of Bowls Tournament				
Entrance fee per person per competition	£6.70	£7.50	S	£0.80
FOOTBALL & RUGBY				
All teams based at Council pitches will have season tickets.				
Season Tickets (<i>for a maximum of 14 home matches or 17 if paid through the relevant league</i>)				
Adult	£544.00	£582.00	OS	£38.00
18 years old and under	£286.20	£306.00	OS	£19.80
Casual Matches				
Adult	£68.50	£73.50	OS	£5.00
18 years old and under	£44.30	£47.50	OS	£3.20
Training				
Per team per two-hour session	£33.60	£36.00	S	£2.40
Beaconsfield flood lit area per two-hour session	£36.40	£39.00	S	£2.60
Football at Wellesley Recreation Ground	£45.40	£49.00	OS	£3.60
School team per match	£80.30	£86.00	OS	£5.70
All use of floodlights in addition	£61.80	£66.50	OS	£4.70
Professional matches by negotiation				
Athletics at Wellesley Recreation Ground				
Great Yarmouth & District AC (incl floodlights)	£5,801.50	£6,086.00	OS	£284.50
ATHLETIC MEETINGS				
Other groups and clubs				
Half Day	£105.70	£113.00	S	£7.30
Full Day	£211.10	£226.00	S	£14.90
Casual Use				
Monday to Friday (10.00am to 4.00pm)	No Charge	No Charge		
All other times				
Adult	No Charge	No Charge		
Concession	No Charge	No Charge		
Multi-Sports Area (Wellesley) per hour				
Monday to Friday (9.00am to 4.00pm)	£17.50	£19.00	S	£1.50
All other times	£33.30	£36.00	S	£2.70
(Charge includes floodlights)				
CRICKET				
Casual Matches				
Monday to Friday	£73.20	£78.50	S	£5.30
Saturday	£84.40	£90.50	S	£6.10

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Sunday	£96.40	£103.50	S	£7.10
Club League and Cup Fixtures				
Monday to Friday	£48.70	£52.50	OS	£3.80
Saturday	£60.70	£65.00	OS	£4.30
Sunday	£70.00	£75.00	OS	£5.00
Miscellaneous				
Barbecues (normal opening times)	£28.20	£30.50	S	£2.30
Camping - Cobholm playing field including use of pavilion				
Per person per night	£5.80	£6.50	S	£0.70
Minimum charge per night	£54.60	£58.50	S	£3.90
Fetes and similar events				
Hire of recreation ground (in addition to any commercial concessions)	£144.70	£155.00	S	£10.30

Concession tickets - are available for children of 16 years and under and persons of 65 years and over.

Block Bookings - the Leisure Management Contractor and the Client Officer may jointly negotiate a fee for a large number of bookings for bowling rinks, petanque rinks, tennis courts and cricket pitches.

Bank Holidays - usage of facilities will be charged at the Sunday rate (where applicable).

Housing Needs & welfare Services:

Community Alarm Service - 'Yarecare'

Private users

Alarm monitoring service - per week	£1.77	£1.86	S	£0.09
Alarm monitoring service - per month	£7.66	£8.05	S	£0.39
Alarm monitoring service - per annum	£91.95	£96.55	S	£4.60
Alarm unit rental - per week (inc. monitoring)	£4.06	£4.06	S	£0.00
Alarm unit rental - per month (inc. monitoring)	£17.58	£17.58	S	£0.00
Alarm unit rental - per quarter (inc. monitoring)	£52.75	£52.75	S	£0.00
Alarm unit rental - per annum (inc. monitoring)	£210.98	£210.98	S	£0.00

Community Alarm Set-up & Installation Fee - within Borough	£57.56	£57.56	S	£0.00
Community Alarm Set-up & Installation Fee - Outside Borough	£65.47	£65.47	S	£0.00
Community Alarm Set-up & Postage Fee	£54.00	£54.00	S	£0.00

Council Tenants

Alarm monitoring service - per week	£1.84	£1.93	OS/S	£0.09
Alarm unit rental - per week (inc. monitoring)	£4.22	£4.22	OS/S	£0.00

Handy Person Service

Hourly Rate	£30.00	£30.00	S	£0.00
Subsidised Hourly Rate at 50% of full rate	£15.00	£15.00	S	£0.00

Housing Options Bed & Breakfast

Weekly rate per adult (min)	n/a	£10.00	OS	New
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Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Weekly rate per child (min)	n/a	£5.00	OS	New
Allocation service				
Charge per let under allocation partnership	n/a	£100.00	OS	New
Land Searches				
Local Land Charge Fees				
Local Search (LLC1)	£12.40	£13.50	OS	£1.10
Local Standard Enquiry (CON29)	£177.70	£186.50	S	£8.80
Full Search (LLC1 and CON29)	£190.10	£199.50	S	£9.40
County				
Q2; Q22 and Rights of way	£17.70	£19.00	S	£1.30
Local Search (LLC1) additional parcel of land	No Charge	No Charge		
Standard Enquiries (CON29) additional parcel of land (non-commercial)	£18.40	£19.50	S	£1.10
Standard Enquiries (CON29) additional parcel of land (commercial)	£18.40	£19.50	S	£1.10
Additional Enquiries				
Optional enquiry (Part 2)	£12.70	£13.50	S	£0.80
Optional enquiry (Part 3)	£12.70	£13.50	S	£0.80
Personal Searches				
Statutory Personal Search Fee	No Charge	No Charge		
Additional parcel of land	No Charge	No Charge		
Fee for an assisted Personal Search	£48.90	£51.50	OS	£2.60
Copy of Planning Permission Notice	£7.80	£8.50	S	£0.70
Street Naming and Numbering				
Property Name change/Addition				
Dwelling (with existing SNN) - changing name and/or number	£48.50	£52.00	OS	£3.50
Business or institutional unit (with existing SNN) - changing or adding name and/or number	£49.00	£52.50	OS	£3.50
New Developments				
<i>Development not involving a new street name (per plot or the below charge for scale of development, if lower)</i>	£52.00	£56.00	OS	£4.00
1-5 Plots (including new street name(s))	£249.00	£266.50	OS	£17.50
6-10 Plots (including new street name(s))	£324.50	£347.00	OS	£22.50
11-20 Plots (including new street name(s))	£432.50	£462.50	OS	£30.00
21-50 Plots (including new street name(s))	£864.50	£924.50	OS	£60.00
51-100 Plots (including new street name(s))	£1,189.00	£1,271.50	OS	£82.50
101+ plots (including new street name(s))	£1,513.00	£1,617.50	OS	£104.50
Miscellaneous street naming/numbering				
Renaming street	£108.50	£116.00	OS	£7.50
Street Nameplates (new, replacement or relocation - per plate)	£189.50	£203.00	OS	£13.50
Formal confirmation of address to solicitors / conveyancers / owner or occupiers / etc.	£22.00	£24.00	OS	£2.00

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
High Hedges				
Site visit to confirm whether meets definition of a high hedge (fee refundable against consequent formal complaint - see below)	£49.00	£52.50	OS	£3.50
Formal Complaint (fee can be reduced by refund of site visit fee -see above)	£319.00	£341.50	OS	£22.50
Mapping Services				
OS Mastermap A4 (6 copies) 32 x 32m @ 1:200	£15.50	£17.00	ZE	£1.50
OS Mastermap A4 (6 copies) 80 x 80m @ 1:500	£15.50	£17.00	ZE	£1.50
OS Mastermap A4 (6 copies) 200 x 200m @ 1:1250	£26.00	£28.00	ZE	£2.00
OS Mastermap A4 (6 copies) 400 x 400m rural @ 1:2500	£26.00	£28.00	ZE	£2.00
OS Mastermap A4 (6 copies) 400 x 400m urban @ 1:2500	£53.00	£57.00	ZE	£4.00
OS VectorMap Local A4 (6 copies) 1600 x 1600m @1:10000	£26.00	£28.00	ZE	£2.00
Pre-Application Fees				
Works to existing dwellings (extensions or outbuildings), alterations to buildings (excluding use) and advertisements				
Written reply and visit	£116.00	£122.00	S	£6.00
Minor Development				
Residential development of between 1 & 9 dwellings or less than 0.5 hectares				
Non-residential development of less than 1000 sq. m floorspace or 1 hectare				
All changes of use				
Written reply	£530.00	£556.00	S	£26.00
Meeting in office and written reply	£658.00	£690.50	S	£32.50
meeting on site and written reply	£732.00	£768.00	S	£36.00
Medium Development				
Residential development of between 10 & 199 dwellings or between 0.5 and 4 hectares				
Non-residential development of between 1000 & 9,999 sq. m floorspace or 1-2 hectares				
Written reply	£1,444.00	£1,515.00	S	£71.00
Meeting in office and written reply	£1,751.00	£1,837.00	S	£86.00
Meeting on site and written reply	£2,045.00	£2,145.50	S	£100.50
Major Development				
Residential development of 200 dwellings or more				
Non-residential development greater than 10,000 sq. m floorspace				
Proposals requiring Environmental Impact Assessment				
Written reply	£2,973.00	£3,119.00	S	£146.00
Meeting in office and written reply	£3,326.50	£3,489.50	S	£163.00
Meeting on site and written reply	£3,680.00	£3,860.50	S	£180.50
Planning Performance Agreements				
Contact Great Yarmouth Borough Council to discuss (bespoke)				

Fees & Charges	2021/22	2022/23	VAT Status	Change in year
Charges for Filming and Photography				
Notice of no objection for Commercial photography	£32.50	£35.00	S	£2.50
Consent Certificate for Commercial Photography	£32.50	£35.00	S	£2.50
Standard filming fee per each consent or notice of no objection required	£65.00	£69.50	S	£4.50
Small feature film fee per each consent certificate or notice of no objection required	£109.00	£117.00	S	£8.00
Large feature film fee (charges from)	£520.00	£556.00	S	£36.00
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 (per year)	£966.00	£1,033.00	S	£67.00
Hire Charge Annual rental	£1,945.00	£2,079.50	S	£134.50
Weekly rental				
Low season – April/November/January/February/ March	£50.00	£53.50	S	£3.50
Mid Season – May/June/September/October	£124.00	£133.00	S	£9.00
High Season – July & August	£186.00	£199.00	S	£13.00
Monthly rental				
Low season – April/November/January/February/ March	£150.00	£160.50	S	£10.50
Mid Season – May/June/September/October	£372.00	£398.00	S	£26.00
High Season – July & August	£557.00	£595.50	S	£38.50
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	£3.40	£3.70	OS	£0.30
B - Roundabouts less than 25ft (7.6sm) in diameter, power operated Hoopla's, Spinners and games of similar nature	£5.90	£6.40	OS	£0.50
C - Non-mechanical operated Hoopla's, swinging boats, Booths, Shows and Exhibitions and Refreshments kiosks	£4.00	£4.30	OS	£0.30
D - Dart stalls, Coconut-shy, Shooting Galleries and other Shooting Games	£2.00	£2.20	OS	£0.20
<i>All costs based on square metres.</i>				
<i>Minimum Charge</i>	£38.30	£41.00	OS	£2.70

Fees & Charges								
Market Place	2021/22 Charge		2022/23 Charge		VAT Status	Change in year		Change in year
	Per Metre	Per Foot	Per Metre	Per Foot				
Two-day market - charges (Wednesday, Friday and Saturday)	£1.65	£0.50	£1.80	£0.55	EX	£0.15	£	0.05
Casual two-day market - charges (Wednesday, Friday and Saturday)	£2.45	£0.75	£2.70	£0.82	EX	£0.25	£	0.07
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
Up to 20 foot/6 Metres	Price on application	Price on application	Price on application	Price on application	EX	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
Chalet – 3 Metres	Price on application	Price on application	Price on application	Price on application	EX	n/a		n.a
Charity Barrow Fee	Free	Free	Free	Free	Free	n/a		n.a
Craft Barrow Fee	£10.00	Daily Charge	£10.70	Daily Charge	EX	£0.70	£	-
Charges for Town Hall 2021/22		Monday-Friday		Weekends & bank holidays			VAT Status	
	Per Hour	Per Half day	Per Day	Per Hour	Per Half day	Per Day		
<u>Civil Ceremonies/Wedding Ceremonies Room Hire.</u>								
Council Chamber room hire per day (Maximum 2 hours)	n/a	n/a	£300.00	n/a	n/a	£500.00		S
Supper Room/ Rambouillet/Council Chamber								
Renewal of Vows or Ceremonies where a private celebrant is used in any of the above rooms (maximum two hours room hire)	n/a	n/a	£250.00	n/a	n/a	£500.00		S
Supper Room or Rambouillet Room								
Wedding/ Party celebration up to midnight (minimum three hours).	£60.00	n/a	n/a	£100.00	n/a	n/a		S
Assembly Room								
Saturday - Includes use of kitchen	n/a	n/a	£750.00	n/a	n/a	£1,000.00		S
Sundays & Bank Holidays - Includes use of kitchen	n/a	n/a	£750.00	n/a	n/a	£2,000.00		S
A 20% Non-returnable deposit is required for above bookings								
Council Chamber								
Private, Public and Commercial (Weekdays 08:00- 18:00)	n/a	£150.00	£150.00	n/a	n/a	n/a		S
Private, Public and Commercial (Weekday Evenings 18:00-00.00)	£60.00	n/a	n/a	n/a	n/a	n/a		S
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.	n/a	n/a	n/a	£ 60.00	£200.00	£400.00		S
Rambouillett Room & Supper Room								
Private, Public and Commercial (Weekdays 08:00- 18:00)	n/a	£100.00	£200.00	n/a	n/a	n/a		S
Private, Public and Commercial (Evenings 18:00- 00.00)	£60.00	n/a	n/a	£ 60.00	n/a	n/a		S
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.	n/a	n/a	n/a	£ 60.00	£200.00	£400.00		S
Other Charges								
Atrium Drinks Reception/additional space with any room	n/a	n/a	£100.00	n/a	n/a	£100.00		
Set Up Room Hire	n/a	n/a	£100.00	n/a	n/a	£100.00		

Fees & Charges						
Extra Hire charge PA Equipment	n/a	n/a	£100.00	n/a	n/a	£100.00
Red Carpet	n/a	n/a	£100.00	n/a	n/a	£100.00
Linen	n/a	n/a	Price on request	n/a	n/a	Price on request
Extended opening/Late Licence	£100.00	n/a	n/a	£ 100.00	n/a	n/a
Presentation TV Screen	n/a	n/a	£50.00	n/a	n/a	£50.00
	Per Person			Per person		
Teas, coffee and Biscuits charges	£2.00	n/a	n/a	£2.00	n/a	n/a

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

Charges for Town Hall 2022/23		Monday-Friday			Weekends & bank holidays			VAT Status
		Per Hour	Per Half day	Per Day	Per Hour	Per Half day	Per Day	

Civil Ceremonies/Wedding Ceremonies Room Hire.

Council Chamber room hire per day (Maximum 2 hours)	n/a	n/a	£300.00	n/a	n/a	£500.00	S
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Supper Room/ Rambouillet/Council Chamber

Renewal of Vows or Ceremonies where a private celebrant is used in any of the above rooms (maximum two hours room hire)

n/a	n/a	£250.00	n/a	n/a	£500.00	S
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Supper Room or Rambouillet Room

Wedding/ Party celebration up to midnight (minimum three hours).	£60.00	n/a	n/a	£100.00	n/a	n/a	S
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Assembly Room

Saturday	n/a	n/a	£750.00	n/a	n/a	£1,000.00	S
Sundays & Bank Holidays	n/a	n/a	£750.00	n/a	n/a	£2,000.00	S
Hire of Kitchen & Equipment (Minimum of £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)	n/a	£150.00	£150.00	n/a	n/a	n/a	S
Private, Public and Commercial (Weekday & Evenings 18:00-00.00)	£60.00	n/a	n/a	n/a	n/a	n/a	S
Private, Public and Commercial (Weekends and Bank Holidays) (£60 per hour after 8 hours) <i>Please note half day is 4 hrs and full day is 8 hrs.</i>	n/a	n/a	n/a	£ 60.00	£200.00	£400.00	S

Rambouillet Room & Supper Room

Private, Public and Commercial (Weekdays 08:00- 18:00)	n/a	£100.00	£200.00	n/a	n/a	n/a	S
Private, Public and Commercial (Evenings 18:00- 00.00)	£60.00	n/a	n/a	£60.00	n/a	n/a	S
Private, Public and Commercial (Weekends and Bank Holidays) (£60 per hour after 8 hours) <i>Please note half day is 4 hrs and full day is 8 hrs.</i>	n/a	n/a	n/a	£ 60.00	£200.00	£400.00	S

Fees & Charges

Bespoke Room Hire & Wedding Packages	n/a	n/a	Price on application	n/a	n/a	Price on application
Other Charges						
Atrium Drinks Reception/additional space with any room	n/a	n/a	£100.00	n/a	n/a	£100.00
Set Up Room Hire	n/a	n/a	£100.00	n/a	n/a	£100.00
Extra Hire charge PA Equipment	n/a	n/a	£100.00	n/a	n/a	£100.00
Red Carpet	n/a	n/a	£100.00	n/a	n/a	£100.00
Linen	n/a	n/a	Price on request	n/a	n/a	Price on request
Extended opening/Late Licence	£100.00	n/a	n/a	£ 100.00	n/a	n/a
Presentation TV Screen	n/a	n/a	£50.00	n/a	n/a	£50.00
	Per Person			Per person		
Teas, coffee and Biscuits charges	£2.00	n/a	n/a	£2.00	n/a	n/a

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

	Service Area	Detail	Charge	2021/22	2022/23	Reason
Crematorium and Memorial	Customer Services	Crem & cemeteries	Additional Certificate of cremation	£ 22.00	£ 26.00	Increase to administrative fee
	Customer Services	Visual Tributes	Webcast	£ 65.00	£ 80.00	RRP new prices from supplier
	Customer Services	Visual Tributes	Downloadable recording	£ 20.00	£ 30.00	RRP new prices from supplier
	Customer Services	memorial cards	Two Line entry	£ 21.00	£ 50.00	To reflect market retail price
	Customer Services	memorial cards	Five-line entry	£ 26.00	£ 60.00	To reflect market retail price
	Customer Services	memorial cards	Eight-line entry	£ 45.00	£ 80.00	To reflect market retail price
	Customer Services	memorial cards	Five-line entry with flower illustration or similar	£ 71.00	£ 120.00	To reflect market retail price
	Customer Services	memorial cards	Eight-line entry with flower illustration or similar	£ 88.00	£ 150.00	To reflect market retail price
	Customer Services	memorial cards	Five-line entry with heraldic device	£ 95.00	£ 170.00	To reflect market retail price
	Customer Services	memorial cards	Eight-line entry with full heraldic device or crest	£ 112.00	£ 180.00	To reflect market retail price
	Customer Services	Memory Books	Five-line entry with flower illustration or similar	£ 112.00	£ 145.00	To reflect market retail price
	Customer Services	Memory Books	Eight-line entry with flower illustration or similar	£ 121.00	£ 160.00	To reflect market retail price
	Customer Services	Memorial Garden 5 yr	Post & Packaging	£ 8.00	£ 9.50	In line with postage for Memorial garden 10yr
	Customer Services	Individual Memorial seat	Renewal for ten-year dedication period	£ 276.00	£ 600.00	To reflect maintenance costs
Car Parking	Customer Services	Town Centre Car Parks	Hourly rate (8am - 4pm)	£ 1.00	£ 1.20	
	Customer Services	Town Centre Car Parks	Sunday's hourly rate £1.20. (Maximum £4.20 per day)	£ 1.00	£ 1.20	
	Customer Services	Gorleston car parks	Hourly rate (8am - 4pm)	£ 0.70	£ 1.20	
	Customer Services	Gorleston car parks	Sunday's hourly rate £1.20. (Maximum £4.20 per day)	£ 1.00	£ 1.20	To be brought into line with town centre car parks and consistent charging structure
	Customer Services	Caister	Summer - cost per hour or part thereof	£ 1.00	£ 1.20	
	Customer Services	Beach Coach Station	Winter - per day	£ 1.50	£ 2.50	Same as seafront short stay.
	Customer Services	Rover tickets	Weekly	£ 32.00	£ 35.00	Increase above RPI plus 2%
	Customer Services	Rover Tickets	Three day (72 hours) (Any three days)	£ 13.50	£ 15.00	Increase above RPI plus 2%