

Subject **Fees and Charges 2021/22**

Report to **Policy and Resources 25/01/2021**

Report by: **Finance Director**



SUBJECT MATTER/RECOMMENDATIONS

This Report outlines for approval the schedule of fees and charges for the 2021/22 financial year.

Recommendation:

That Policy and Resources agree the schedule of fees and charges for 2021/22 as detailed in appendix A of the report.

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 and transformation work stream to provide a framework within which the Council's fees and charges would be set annually as part of the budget setting process. 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 2021/22 savings and additional income proposals.

2. FEES AND CHARGES PROPOSALS FOR 2021/22

- 2.1 The proposed fees and charges for 2021/22 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 3.1%, based on RPI being 1.1% at September 2020. For administration, the proposals will have been rounded, as applicable, for example where charges are reliant upon change such as car parking charges.
- 2.2 All fees and charges have been increased in line with the fees and charges policy, with the exception of the following listed below.
- 2.3 **Market Fees:** All market fees are to remain frozen in 2021/22, due to the planned market re-development and the current impact of covid.
- 2.4 **Pay & Display Car Parks:** Town centre short stay & long stay Car Park charges are recommended to remain frozen at the 2020/21 charges to promote the town centre economy. Fuller Hill town centre long stay charge over 4 hours, is the only charge to increase by RPI only.
- 2.5 The Seafront short stay winter and overnight charges will remain frozen to be more attractive to users over the winter period. Details on other car park fee increases, season tickets and Rover tickets can be viewed in Appendix A. These increases have been made on a lessor margin to the corporate policy or frozen to keep charges competitive and attractive.
- 2.6 **Garden Waste Charges:** The charges for new bins provided, 3 and over, have increased over the corporate policy. This is to ensure we are recovering the full costs of the service.
- 2.7 **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, 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 2022/23.
- 2.8 **Housing Yarecare:** Handy person costs have been reduced to £30 per hour to keep within the local market for this type of work. Yarecare monitoring charges have been calculated based on the corporate increase on the weekly cost.

- 2.9 **Crematorium:** The majority of charges, within the crematorium fees and charges have been retained at the 2020/21 level to sustain and retain business. A small proportion of fees have increased by RPI only (1.1%).
- 2.10 **Licensing Fees and Charges:** All fees are to remain frozen at the 2020/21 set charges. Licence fee must be based on cost recovery and have been assessed to ensure this.
- 2.11 **Environmental Health Local Licences:** All these fees are being raised by either the corporate policy or by RPI only, to ensure cost recovery is taking place. Certain fees are set by central government, for which we have no control over.
- 2.12 **New Fees and Charges 2021/22**
- 2.13 **Crematorium** – New fees have been included within the visual tributes, these include a download of webcast service and a copy of DVD Eulogy.
- 2.14 **Car parks** – A new charge for over 4 hours, cost per hour, has been introduced on Blackfriars car park.
- 2.15 **Market fees** – A new category has been added to the market fees and charges with regards to specialist event markets in 2021/22. These fees will be charged as ‘Price on application’, as set out in the fees and charges schedule in Appendix A.
- 2.16 **Garden waste:** A new fee has been introduced for one off/ additional bin empty.
- 2.17 **Housing Yarecare:** A new community alarm set up & postage fee charge has been added.

3. FINANCIAL IMPLICATIONS

- 3.1 The financial implications from the proposed changes have been factored into the detailed service budgets for 2021/22 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 2021/22 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 2021/22 which is included as a separate item on the agenda

Area for consideration	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	



Author	Finance Director
Date	January 2021
Document Status	Final v1

Fees and Charges

2021/22

Great Yarmouth Borough Council



GREAT YARMOUTH
BOROUGH COUNCIL

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Fee and Charges note

Generally any increase in fees and charges will take effect from 1st April 2021.

RPI for September 2020 is 1.1%

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

ZE - Zero rated

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

Customer Services

1.1 Charges Crematorium and Cemeteries

2020/21 Charges 2021/22 Charges VAT status Change in year

Great Yarmouth Borough Council Funeral Services

Essential Rose Package

Cremation only, no service and no attendance £ 1,295.00 £ 1,295.00 EX £ -

Essential Plus Rose package

Cremation and 15 Minute Service in the chapel with attendance.
Includes music choices

For Service times: 08:15, 08:45, 16:00 and 16:30 (price excludes VAT) £ 1,995.00 £ 1,995.00 P £ -

Premium Rose Package

Flexible cremation & 25 minute service in the chapel with attendance.
Includes music choices.

For Service times 09:15, 10:00, 10:45, 11:30, 12:15, 13:00, 13:45, 14:30, 15:15 £ 2,495.00 £ 2,495.00 P £ -

(Price excludes VAT)

Cremation Charges

Amended The fee includes an Environmental Charge of **£65**

The use of the Wesley Music System is included.

The following charges relate to cremation:

Non-viable foetus or stillborn child No Charge No Charge EX £ -

The body of a child of four years, but not exceeding twelve years at the time of death No Charge No Charge EX £ -

The body of a person whose age at the time of death exceeded twelve years **See below:** **See below:**

For Service times: 08:15, 08:45, 16:00 and 16:30 (30 minutes) £ 790.00 £ 799.00 S £ 9.00

For Service times 09:15, 10:00, 10:45, 11:30, 12:15, 13:00, 13:45, 14:30 £ 850.00 £ 860.00 S £ 10.00

Funeral Director No Attendance (arrangements required, no service) - delivery by agreement £ 495.00 £ 500.00 EX £ 5.00

Saturday Services details on request

50% cancellation fee will apply to cremations cancelled within 48hrs of the service

Additional Charges

Scattering of cremated remains from this Crematorium in the lawn area, with relatives and an officer in attendance £ 95.00 £ 95.00 EX £ -

Scattering of cremated remains from this Crematorium in the lawn area, **no attendance** £ 65.00 £ 65.00 EX £ -

Hire of Crematorium Chapel:

For Burial / Memorial Service £ 180.00 £ 190.00 EX £ 10.00

Extension of half an hour for Cremation Service £ 200.00 £ 210.00 EX £ 10.00

Hire of Crematorium Chapel only £ 290.00 £ 295.00 EX £ -

Temporary retention of ashes, after first four weeks, per month £ 26.00 £ 27.00 EX £ -

Bio-degradable box urn No Charge No Charge

Additional Certificate of Cremation £ 21.00 £ 22.00 EX £ 1.00

Pall bearers (each) £ 32.00 £ 33.00 S £ 1.00

Audio recording of the service presented on USB or CD £ 57.00 £ 59.00 S £ 2.00

The use of the Wesley Music System is provided

Visual Tributes

Webcast £ 88.00 £ 65.00 S -£ 23.00

Customer Services

1.1 Charges Crematorium and Cemeteries	2020/21 Charges	2021/22 Charges	VAT status	Change in year
Download of webcast service	£	20.00	S	New
DVD	£ 57.00	£ 59.00	S	£ 2.00
Extra DVD	£ 47.00	£ 30.00	S	-£ 17.00
Tribute up to 10 Photographs	£ 78.00	£ 50.00	S	-£ 28.00
Tribute up to 25 Photographs	£ 114.00	£ 90.00	S	-£ 24.00
Single Photograph	£ 26.00	£ 26.00	S	£ -
Video Tribute by Family (one minute) £8 per minute thereafter	£ 25.00	£ 25.00	S	£ -
Copy of DVD Eulogy	£ -	£ 28.00	S	New
Dedications				
Two line entry	£ 91.00	£ 91.00	S	£ -
Five line entry	£ 128.00	£ 128.00	S	£ -
Eight line entry	£ 171.00	£ 171.00	S	£ -
Five line entry with flower illustration or similar	£ 190.00	£ 190.00	S	£ -
Five line entry with heraldic device	£ 206.00	£ 206.00	S	£ -
Eight line entry with flower illustration or similar	£ 206.00	£ 206.00	S	£ -
Eight line entry with full heraldic device or crest	£ 368.00	£ 368.00	S	£ -
Memorial Cards				
Two line entry	£ 21.00	£ 21.00	S	£ -
Five line entry	£ 26.00	£ 26.00	S	£ -
Eight line entry	£ 45.00	£ 45.00	S	£ -
Five line entry with flower illustration or similar	£ 71.00	£ 71.00	S	£ -
Eight line entry with flower illustration or similar	£ 88.00	£ 88.00	S	£ -
Five line entry with heraldic device	£ 95.00	£ 95.00	S	£ -
Eight line entry with full heraldic device or crest	£ 112.00	£ 112.00	S	£ -
Memory Books				
Two line entry	£ 71.00	£ 71.00	S	£ -
Five line entry	£ 78.00	£ 78.00	S	£ -
Eight line entry	£ 88.00	£ 88.00	S	£ -
Five line entry with flower illustration or similar	£ 112.00	£ 112.00	S	£ -
Eight line entry with flower illustration or similar	£ 121.00	£ 121.00	S	£ -
Five line entry with heraldic device	£ 139.00	£ 139.00	S	£ -
Eight line entry with full heraldic device	£ 156.00	£ 156.00	S	£ -
NB: For each additional entry in Velum book - as in Memorial Cards above inclusive of postage and packing				
Memorial Garden (including provision of Bronze Plaque)				
Ten year dedication period				
Shrub	£ 292.00	£ 292.00	S	£ -
Standard Rose	£ 341.00	£ 341.00	S	£ -
Double Plaque (to replace single)	£ 75.00	£ 75.00	S	£ -
Embossed motif (from selection) on bronze plaque	£ 20.00	£ 20.00	S	£ -

Customer Services

1.1 Charges Crematorium and Cemeteries	2020/21 Charges	2021/22 Charges	VAT status	Change in year
Postage and packing of expired memorial plaque	£ 8.50	£ 8.50	S	£ -
Memorial Garden (including provision of Bronze Plaque)				
Five year dedication period				
Shrub	£ 176.00	£ 176.00	S	£ -
Standard Rose	£ 200.50	£ 200.50	S	£ -
Double Plaque (to replace single)	£ 75.00	£ 75.00	S	£ -
Embossed motif (from selection) on bronze plaque	£ 20.00	£ 20.00	S	£ -
Postage and packing of expired memorial plaque	£ 8.00	£ 8.00	S	£ -
Memorial Tree (including provision of Bronze Plaque)				
Ten year dedication period				
Ten year dedication period	£ 455.00	£ 455.00	S	£ -
Renewal - ten year dedication period	£ 270.50	£ 270.50	S	£ -
Individual Memorial Seat (including provision of Bronze Plaque)				
Ten year dedication period				
Six foot seat	£ 1,182.00	£ 1,182.00	S	£ -
Additional bronze plaque	£ 216.00	£ 216.00	S	£ -
Renewal for ten year dedication period	£ 276.00	£ 276.00	S	£ -
Individual Wall Plaques				
Ten year dedication period				
Bronze plaque - black with gold lettering	£ 181.00	£ 181.00	S	£ -
Renewal of existing plaque - 10 year dedication period	£ 121.50	£ 121.50	S	£ -
To add additional name or request new plaque to replace existing (new 4 line plaque)	£ 90.50	£ 90.50	S	£ -
Polished Sterling Grey Granite Memorial Vase Kerbs				
Ten year dedication period				
Granite Memorial Vase Kerbs with 6 line inscription	£ 444.50	£ 444.50	S	£ -
To add additional name (new 6 line granite plate)	£ 135.00	£ 135.00	S	£ -
Renewal - 10 year dedication period	£ 340.50	£ 340.50	S	£ -
Hexagonal Sandstone Tower with Granite Plaque				
Ten year dedication period				
Granite memorial plaque with 6 line inscription	£ 183.00	£ 185.50	S	£ 2.50
New plaque for additional name to be added	£ 124.00	£ 125.50	S	£ 1.50
Renewal of existing plaque for ten year period	£ 124.00	£ 125.50	S	£ 1.50
Sanctum 2000 above ground vaults				
Twenty year lease period				
20 year lease of granite vault and black granite plaque and lettering (up to 80 letters) first interment and first posy vase Decorative motifs/floral tribute on plaque (samples & price on request)	£ 996.00	£ 996.00	S	£ -
Cameo photograph arranged and fixed to plaque (4cm x 3cm)	£ 120.00	£ 120.00	S	£ -
Cameo photograph arranged and fixed to plaque (7cm x 5cm)	£ 144.00	£ 144.00	S	£ -

Customer Services

1.1 Charges Crematorium and Cemeteries

2020/21 Charges 2021/22 Charges VAT status Change in year

Heart shaped cameo photo, arranged and fixed to plaque	£	192.00	£	192.00	S	£	-
Replacement of black granite plaque (excluding photograph) up to 80 letters	£	383.00	£	383.00	S	£	-
Additional letters (per letter)	£	4.00	£	4.00	S	£	-
Repainting of current plaque price on request (dependent on characters and motifs)							

Sanctum Panorama above ground vaults

Twenty year lease period

20 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	£	931.00	S	£	-
Mid level:	£	897.00	£	897.00	S	£	-
Lower level:	£	841.00	£	841.00	S	£	-
Cameo photograph arranged and fixed to plaque (4cm x 3cm)	£	121.00	£	121.00	S	£	-
Cameo photograph arranged and fixed to plaque (7cm x 5cm)	£	144.00	£	144.00	S	£	-
Heart shaped cameo photo, arranged and fixed to plaque	£	192.00	£	192.00	S	£	-
Replacement of black granite plaque (excluding photograph) up to 80 letters	£	383.00	£	383.00	S	£	-
Additional letters (per letter)	£	4.00	£	4.00	S	£	-
Repainting of current plaque price on request (dependent on characters and motifs)							

Buxton Bench

Twenty year lease period

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

Second plaque	£	117.00	£	117.00	S	£	-
Renewal of 10 year lease	£	490.00	£	490.00	S	£	-

Ornamental Memorial Tree in Garden of Remembrance

Twenty year lease period

Ornamental tree with plaque including inscription and motif, on a 20 year lease

	£	671.00	£	671.00	S	£	-
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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		No Charge	
The body of a person whose age at the time of death exceeded twelve years	£	850.00	£	876.50	EX	£	26.50

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	£	135.00	EX	£	-
The body of a child whose age at the time of death exceeded one month, but did not exceed twelve years	£	171.00	£	171.00	EX	£	-
The body of a person whose age at the time of death exceeded twelve years	£	1,200.00	£	1,200.00	EX	£	-

Additional Charges

Burial at 9' depth	£	144.00	£	146.00	EX	£	2.00
Excavation for 9' x 4' walled graves (not including construction of walls)	£	218.00	£	220.00	EX	£	2.00
Larger excavations - <i>prices upon request</i>							
For burial at 3pm or after	£	67.00	£	70.00	EX	£	3.00

Customer Services

1.1 Charges Crematorium and Cemeteries	2020/21 Charges	2021/22 Charges	VAT status	Change in year
<u>Interment of cremated remains</u>				
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	£ 53.50	£ 54.50	EX	£ 1.00
The body of a child of four years but not exceeding twelve years at the time of death	£ 64.00	£ 65.00	EX	£ 1.00
The body of a person whose age at the time of death exceeded twelve years (resident)	£ 257.00	£ 260.00	EX	£ 3.00
The body of a person whose age at the time of death exceeded twelve years (non-resident interred into new grave)	£ 434.00	£ 439.00	EX	£ 5.00
The body of a person whose age at the time of death exceeded 12 yrs (non-resident interred into occupied grave)	£ 257.00	£ 260.00	EX	£ 3.00
Double interment of cremated remains (resident)	£ 280.00	£ 280.00	EX	£ -
Double interment of cremated remains (non-resident interred into occupied grave)	£ 280.00	£ 280.00	EX	£ -
<u>Purchase & interment of cremated remains - Woodland area</u>				
In a grave for which Exclusive Right of Burial has been granted				
Interment of single set of cremated remains (including plaque)	£ 300.00	£ 300.00	OS	£ -
Interment of double set of cremated remains (additional £75 for additon/change plaque)	£ 500.00	£ 500.00	OS	£ -
<u>Exhumation Charges</u>				
Exhumation of body of any age	£ 2,060.00	£ 2,124.00	S	£ 64.00
Exhumation of cremated remains	£ 285.00	£ 294.00	S	£ 9.00
<u>Reinterment Charges</u>				
Charges for each reinterment in accordance with normal fees				
<u>Purchase of Exclusive Right of Burial - 50 years</u>				
<u>Purchase by resident of the Borough:</u>				
(Temporary memorial free upon request for the first interment)				
Earthen grave 9'x4'	£ 797.00	£ 806.00	EX	£ 9.00
Earthen grave 2'x2' (ashes)	£ 539.00	£ 545.00	EX	£ 6.00
Earthen grave 4'x2' (Child up to age of four)	£ 163.00	£ 165.00	EX	£ 2.00
<u>Purchase by non resident of the Borough:</u>				
(Temporary memorial free upon request for the first interment)				
Earthen grave 9'x4'	£ 1,342.00	£ 1,357.00	EX	£ 15.00
Earthen grave 2'x2' (ashes)	£ 895.00	£ 905.00	EX	£ 10.00
Earthen grave 4'x2' (Child up to age of four)	£ 170.00	£ 172.00	EX	£ 2.00
Temporary memorial (including carriage)	£ 70.00	£ 71.00	S	£ 1.00
<u>Monuments and Gravestones</u>				
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	£ -
Where the Exclusive Right of Burial was purchased before 1st April 1989, a monument fee of £90.00 shall be paid.				
On safety grounds, no memorial constructed of wood, glass, china or plastic material, with the exception of the approved design for				

Customer Services

1.1 Charges Crematorium and Cemeteries	2020/21 Charges	2021/22 Charges	VAT status	Change in year
Supplementary Charges				
Search Fee for Burial Registers (excluding genealogy enquiries) (per entry)	£ 42.50	£ 44.00	EX	£ 1.50
Indemnity Form (where owner is unable to produce original purchase Deed)	£ 23.00	£ 24.00	EX	£ 1.00
Fee for transfer of Deed of Exclusive Right	£ 44.50	£ 45.00	EX	£ 0.50
Fee for transfer of Deed of Exclusive Right (Deed not available)	£ 71.00	£ 72.00	EX	£ 1.00
Genealogy enquires per hour or part thereof	£ 45.50	£ 46.50	S	£ 1.00
Administrative Fee (for preparation/production/amended/duplication of paperwork)	£ 26.00	£ 27.00	S	£ 1.00
(NB - fee non-refundable, if after search grave is not located)				

Customer Services

1.1a Charges For Waterways Memorials	2020/21 Charges		2021/22 Charges		VAT status	Change in year	
Memorial Benches (including provision of plaque)							
Ten Year dedication period	£	1,182.00	£	1,182.00	S	£	-
Additonal Plaque	£	216.00	£	216.00	S	£	-
Return of memorial Plaque	£	8.50	£	8.50	S	£	-
Garden Memorials (including provision of plaque)							
Memorial Rose with ten-year dedication period	£	341.00	£	341.00	S	£	-
Memorial shrub with ten-year dedication period	£	292.00	£	292.00	S	£	-
Memorial tree with ten-year dedication period	£	455.00	£	455.00	S	£	-
Return of memorial plaque	£	8.50	£	8.50	S	£	-

Customer Services

1.2 Charges Pay & Display Car Parks		2020/21 Charges		2021/22 Charges		Vat status	Change in year
<u>Town Centre Car Parks - Short Stay</u>							
Howard Street (Palmers)							
Up to 4 hours - cost per hour	£	1.00	£	1.00	S	£	-
Over 4 hours	£	8.00	£	8.00	S	£	-
Evenings from 4pm		Free		Free	S	£	-
Sundays normal hourly rate to a maximum	£	3.00	£	3.00	S	£	-
Overnight (6pm to 8am)		Free		Free	S	£	-
King Street							
Up to 4 hours - cost per hour	£	1.00	£	1.00	S	£	-
Over 4 hours	£	8.00	£	8.00	S	£	-
Evenings from 4pm		Free		Free	S	£	-
Sundays normal hourly rate to a maximum	£	3.00	£	3.00	S	£	-
Wednesday 12pm to 4pm		Free		Free	S	£	-
Overnight (6pm to 8am)		Free		Free	S	£	-
Market Place							
Up to 4 hours - cost per hour	£	1.00	£	1.00	S	£	-
Over 4 hours	£	8.00	£	8.00	S	£	-
Evenings from 4pm		Free		Free	S	£	-
Sundays normal hourly rate to a maximum	£	3.00	£	3.00	S	£	-
Overnight (6pm to 8am)		Free		Free	S	£	-
Stonecutters							
Up to 4 hours - cost per hour	£	1.00	£	1.00	S	£	-
Over 4 hours	£	8.00	£	8.00	S	£	-
Evenings from 4pm		Free		Free	S	£	-
Sundays normal hourly rate to a maximum	£	3.00	£	3.00	S	£	-
Overnight (6pm to 8am)		Free		Free	S	£	-
George Street							
Up to 4 hours - cost per hour	£	1.00	£	1.00	S	£	-
Over 4 hours	£	8.00	£	8.00	S	£	-
Evenings from 4pm		Free		Free	S	£	-
Sundays normal hourly rate to a maximum	£	3.00	£	3.00	S	£	-
Overnight (6pm to 8am)		Free		Free	S	£	-
Wednesday 12pm to 4pm		Free		Free	S	£	-
Brewery Plain							
Up to 4 hours - cost per hour	£	1.00	£	1.00	S	£	-
Over 4 hours	£	8.00	£	8.00	S	£	-
Evenings from 4pm		Free		Free	S	£	-
Sundays normal hourly rate to a maximum	£	3.00	£	3.00	S	£	-

Customer Services

1.2 Charges Pay & Display Car Parks		2020/21 Charges		2021/22 Charges	Vat status		Change in year
Overnight (6pm to 8am)		Free		Free	S	£	-
Wednesday 12pm to 4pm		Free		Free	S	£	-
Greyfriars							
Up to 4 hours - Cost per hour	£	1.00	£	1.00	S	£	-
Over 4 hours	£	8.00	£	8.00	S	£	-
Evenings from 4pm		Free		Free	S	£	-
Sundays normal hourly rate to a maximum	£	3.00	£	3.00	S	£	-
Overnight (6pm to 8am)		Free		Free	S	£	-
<u>Town Centre Car Parks - Long Stay</u>							
Fullers Hill							
Up to 4 hours - Cost per hour	£	1.00	£	1.00	S	£	-
Over 4 hours	£	4.90	£	5.00	S	£	0.10
Evenings from 4pm		Free		Free	S	£	-
Sundays normal hourly rate to a maximum	£	3.00	£	3.00	S	£	-
Overnight (6pm to 8am)		Free		Free	S	£	-
<u>Seafront Car Parks - Long Stay</u>							
St Nicholas - Closed in Winter							
Up to 4 hours (1 April to 31 October inclusive)	£	5.80	£	6.00	S	£	0.20
Over 4 hours (1 April to 31 October inclusive)	£	9.00	£	9.30	S	£	0.30
North Drive							
Up to 4 hours (1 April to 31 October inclusive)	£	5.80	£	6.00	S	£	0.20
Over 4 hours (1 April to 31 October inclusive)	£	9.00	£	9.30	S	£	0.30
<u>Seafront Car Parks - Short Stay</u>							
Euston Road							
Summer - Cost per hour, first 2 hours	£	2.40	£	2.50	S	£	0.10
Summer - Cost per hour, after 2 hours	£	3.20	£	3.30	S	£	0.10
Winter - Cost per hour	£	1.50	£	1.50	S	£	-
Overnight (9pm to 8am)	£	1.50	£	1.50	S	£	-
Anchor Gardens							
Summer - Cost per hour, first 2 hours	£	2.40	£	2.50	S	£	0.10
Summer - Cost per hour, after 2 hours	£	3.20	£	3.30	S	£	0.10
Winter - Cost per hour	£	1.50	£	1.50	S	£	-
Overnight (9pm to 8am)	£	1.50	£	1.50	S	£	-
Jetty North							
Summer - Cost per hour, first 2 hours	£	2.40	£	2.50	S	£	0.10
Summer - Cost per hour, after 2 hours	£	3.20	£	3.30	S	£	0.10
Winter - Cost per hour	£	1.50	£	1.50	S	£	-
Overnight (9pm to 8am)	£	1.50	£	1.50	S	£	-

Customer Services

1.2 Charges Pay & Display Car Parks	2020/21 Charges	2021/22 Charges	Vat status	Change in year
Jetty South				
Summer - Cost per hour, first 2 hours	£ 2.40	£ 2.50	S	£ 0.10
Summer - Cost per hour, after 2 hours	£ 3.20	£ 3.30	S	£ 0.10
Winter - Cost per hour	£ 1.50	£ 1.50	S	£ -
Overnight (9pm to 8am)	£ 1.50	£ 1.50	S	£ -
Other Car Parks				
Gorleston High Street				
All year cost per hour, first 2 hours	£ 0.60	£ 0.70	S	£ 0.10
All year cost per hour, after 2 hours	£ 0.90	£ 1.00	S	£ 0.10
Resident passes per quarter	£ 20.00	£ 20.70	S	£ 0.70
Caister				
Summer - cost per hour or part thereof	£ 1.00	£ 1.00	S	£ -
Winter - cost per hour or part thereof	Free	Free	S	
Resident passes per quarter	£ 20.00	£ 20.70	S	£ 0.70
Season Tickets				
Season Ticket Fullers Hill (Monday to Friday only) and Beach Coach Station per month	£ 36.00	£ 36.50	S	£ 0.50
Season Ticket excluding Palmers, Marina, Euston Road, Empire, Jetty North & South (per month)	£ 65.00	£ 65.00	S	£ -
Reserved bays (Seafront) per Annum	£ 610.00	£ 610.00	S	£ -
Reserved Bays (Seafront) Summer only (1st April to 31st Oct)	£ 350.00	£ 350.00	S	£ -
Rover Tickets				
Weekly	£ 31.00	£ 32.00	S	£ 1.00
Any 3 day Three day (72 hours)	£ 13.00	£ 13.50	S	£ 0.50
Penalty Charge Notices (1)				
Payment received within 14 days	£ 35.00	£ 35.00	S	£ -
Payment received after 14 days	£ 70.00	£ 70.00	S	£ -
Penalty Charge Notices (2)				
Payment received within 14 days	£ 25.00	£ 25.00	S	£ -
Payment received after 14 days	£ 50.00	£ 50.00	S	£ -
BEACH COACH STATION				
Cars				
Summer - peak tariff up to 4 hours (1 April to 31 October)	£ 5.80	£ 6.00	S	£ 0.20
Summer - peak tariff over 4 hours (1 April to 31 October)	£ 9.00	£ 9.30	S	£ 0.30
Winter - per day	£ 1.50	£ 1.50	S	£ -
Overnight (9pm to 8am)	£ 1.50	£ 1.50	S	£ -
Coaches				
All year - bay fee up to 3 hours	£ 5.80	£ 6.00	S	£ 0.20
All year - daily ticket	£ 10.00	£ 10.40	S	£ 0.40
All year - weekly ticket	£ 55.60	£ 57.40	S	£ 1.80

Customer Services

1.2 Charges Pay & Display Car Parks		2020/21 Charges	2021/22 Charges	Vat status	Change in year
Lorries					
	All year - per 12 hour period	£ 15.00	£ 15.50	S	£ 0.50
Solo Motor Cycles and Scooter					
	In designated area only	No Charge	No Charge	S	£ -
Resident Advantage Card					
	Advantage Card available to residents only	£ 3.00	£ 3.00	S	£ -
Preservation Trust					
Blackfriars	Up to 2 hours (Monday to Sunday incl BH)	£ 1.00	£ 1.00	S	£ -
	2 to 4 hours	£ 2.00	£ 2.00	S	£ -
	Over 4 hours, cost per hour		£ 1.00	S	New
	Overnight 9pm to 8am	Free	Free	S	£ -
Middlegate	Between 8am and 9pm Monday to Sunday incl BH (per hour)	£ 1.00	£ 1.00	S	£ -
Market Traders					
	Fullers Hill Car Park (per annum)	£ 55.00	£ 56.80	S	£ 1.80
Private Car Park Bays GYBC Land					
	High Mill Road (per annum)	£ 95.00	£ 95.00	S	£ -
	All others (per annum)	£ 180.00	£ 180.00	S	£ -

Environmental Services

2.1 Charges 2021/2022

Local Authority Permits for Part B Installations, mobile plant and Solvent Emission Activities

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

Type of Charge	Type of process	Charges		
Application Fee	Standard Process	£1,650		
	Additional fee for operating without a permit	£1,188		
	Reduced fee activities (except VRs)	£155		
	PVR I & II combined	£257		
	Vehicle refinishers (VRs)	£362		
	Reduced fee activities: Additional fee for operating without a permit	£71		
	Mobile screening and crushing plant	£1,650		
	for the third to seventh applications	£985		
	for the eighth and subsequent applications	£498		
	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		
Annual Subsistence Charge	Standard process Low	£772 (+£104)*		
	Standard process Medium	£1,161 (+£156)*		
	Standard process High	£1,747 (+£207)*		
	Reduced fee activities Low / Medium / High	£79	£158	£237
	PVR I & II combined	£113	£226	£341
	Vehicle refinishers Low / Medium / High	£228	£365	£548
	Mobile screening and crushing plant, for first and second permits L / M / H	£626	£1,034	£1,551
	for the third to seventh permits L / M / H	£385	£617	£924
	eighth and subsequent permits L / M / H	£198	£314	£473
	Late payment Fee	£52		
	* 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		
	Standard process partial transfer	£497		
	New operator at low risk reduced fee activity	£53		
	Surrender: all Part B activities	£0		
	Reduced fee activities: transfer	£0		
	Reduced fee activities: partial transfer	£47		
Temporary transfer for mobiles	First transfer	£51		
	Repeat following enforcement or warning	£51		
Substantial change	Standard process	£1,050		
	Standard process where the substantial change results in a new PPC activity	£1,650		
	Reduced fee activities	£102		

Environmental Services

2.1 Charges 2021/2022

Local Authority Permits for Part B Installations, mobile plant and Solvent Emission Activities

LAPPC mobile plant charges

Number of permits	Application fee	Subsistence fee		
		Low	Med	High
1	£1,650	£626	£1,034	£1,551
2	£1,650	£626	£1,034	£1,551
3	£985	£385	£617	£924
4	£985	£385	£617	£924
5	£985	£385	£617	£924
6	£985	£382	£617	£924
7	£985	£385	£617	£924
8 and over	£498	£198	£314	£473

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
Additional fee for operating without a	£1,188
Annual Subsistence LOW	£1,446
Annual Subsistence MEDIUM	£1,610
ANNUAL Subsistence HIGH	£2,333
Substantial Variation	£1,368
Transfer	£235
Partial transfer	£698
Surrender	£698

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

cost recovery

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.

Environmental Services

2.2 Charge for Selective Licensing

Please note: Introduced on 7th January 2019, included in schedule for completeness.

Property Type	Five Year Licence Fee
Single Occupancy Household	
For each dwelling which is occupied by a single household (eg, house, self contained flat or no self contained flat.	£ 515.00
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.	£515.00 and then £505.00 for each additional flat within the same building.
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 licence.	£515.00 for the first flat and then £505.00 for each additional flat within the same building.
Late application fee	£ 1,000.00

There is no option to pay monthly for licences directly with the Council.

Reduced rates	Five Year Licence fee
Accredited membership of selected organisation	
Reduced fees will apply to accredited members of one of the following organisations: - National Landlord Association - Residential Landlords Association - National Approved Lettings Scheme	£ 495.00

Environmental Services

2.3 Charges Environmental Health	2020/21 Charges	2021/22 Charges	Vat status	Change in year
Local Licences				
Skin Piercing and Tattoosists				
Skin piercing (registration) + 1 personal licence	£ 322.00	£ 326.00		£ 4.00
Convention per Individua and Personal registration	£ 72.00	£ 73.00		£ 1.00
or Event fee - whichever is the Greater	£ 257.00	£ 260.00		£ 3.00
Variation to Personal licence	£ 36.00	£ 36.50		£ 0.50
Amendment to premises schedule	£ 10.00	£ 10.50		£ 0.50
Animals				
<i>(Vet charges are recoverable)</i>				
Pet Shop	£ 277.00	£ 280.50		£ 3.50
Riding Establishment	£ 345.00	£ 349.00		£ 4.00
Dog Breeding	£ 345.00	£ 349.00		£ 4.00
Dangerous Wild Animals (Biennial)	£ 216.00	£ 218.50		£ 2.50
Animal Boarding	£ 277.00	£ 280.50		£ 3.50
Keeping animals for exhibition	£ 263.00	£ 266.00		£ 3.00
combination of activities - in addition to highest activity fee (vets fees where required)	£ 45.00	£ 45.50		£ 0.50
variation to licence/re-evaluation of rating for animal boarding, pet shops and keeping animals for exhibition	£ 88.00	£ 89.00		£ 1.00
variation to licence/re-evaluation of rating including breeding and riding activities (plus vet fees)	£ 88.00	£ 89.00		£ 1.00
variations to reduce the licensible activities or numbers of animals	£ 47.00	£ 48.00		£ 1.00
Transfer of licence (on death of licence holder)	£ 47.00	£ 48.00		£ 1.00
Change of name or business name (not transfer)	£ 27.00	£ 27.50		£ 0.50
Copy of licence	£ 10.00	£ 10.50		£ 0.50
Zoo				
<i>(Vet charges are recoverable in addition to these fess)</i>				
Notice of intetntion to apply for a zoo licence	£ 108.00	£ 109.50	OS	£ 1.50
Application	£ 244.00	£ 247.00	OS	£ 3.00
Grant	£ 108.00	£ 109.50	OS	£ 1.50
Renewal	£ 350.00	£ 354.00	OS	£ 4.00
Special Inspection	£ 108.00	£ 109.50	OS	£ 1.50
Periodic inspections (3 yr and renewal)	£ 189.00	£ 191.50	OS	£ 2.50
Informal Inspections (annual)	£ 162.00	£ 164.00	OS	£ 2.00
Advice (hourly rate)	£ 28.00	£ 28.50	OS	£ 0.50
Food/Water Samples				
PWS risk assessment (large/commercial supply)	£ 200.00	£ 202.50		£ 2.50
PWS risk assessment (small supply)	£ 100.00	£ 101.50		£ 1.50
PWS risk assessment (single domestic dwelling)	£ 50.00	£ 51.00		£ 1.00
				£ -
PWS sampling (plus analysis costs)	£ 50.00	£ 51.00		£ 1.00
PWS investigation (plus analysis costs)	£ 50.00	£ 51.00		£ 1.00
Commercial Health Certificates				
Authorisation	£ 15.00	£ 15.50	OS	£ 0.50
Preparation and authentication	£ 27.00	£ 28.00	OS	£ 1.00
Port Health	£ 27.00	£ 28.00	OS	£ 1.00
Food Premises Register				
Copy of an entry	£ 13.00	£ 13.50		£ 0.50
Copy of register	£ 883.00	£ 910.50		£ 27.50
Request for information <i>(plus VAT)</i>	£ 88.00	£ 91.00		£ 3.00

Environmental Services

2.3 Charges Environmental Health	2020/21 Charges	2021/22 Charges	Vat status	Change in year
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.				
House in Multiple Occupation Licence				
House in Multiple Occupation Licence Application Fee	£ 584.00	£ 602.50	OS	£ 18.50
Mid Term Administration and inspection	£ 265.00	£ 273.50	OS	£ 8.50
<u>Units of accommodation:</u>				
Each Additional Unit at	£ 26.00	£ 27.00	OS	£ 1.00
House in Multiple Occupation Renewal of Licence - Standard 5				
House in Multiple Occupation Renewal of Licence - Standard 5	£ 584.00	£ 602.50	OS	£ 18.50
Mid Term Administration and inspection	£ 265.00	£ 273.50	OS	£ 8.50
<u>Units of accommodation:</u>				
Each Additional Unit at	£ 26.00	£ 27.00	OS	£ 1.00
Variation of a Licence	£ 26.00	£ 27.00	OS	£ 1.00
HMO licence granting fee	£ 253.00	£ 261.00	OS	£ 8.00
Housing Act 2004				
Recovery of costs re Enforcement Notices	£ 376.00	£ 388.00	OS	£ 12.00
Failure to provide smoke alarms	£ 5,000.00	£ 5,000.00	OS	Statutory
Failure to provide carbon monoxide alarms	£ 5,000.00	£ 5,000.00	OS	Statutory
Immigration Inspections Std (10days)	£ 95.00	£ 98.00	OS	£ 3.00
Immigration Inspections fast Track (5days)	£ 145.00	£ 149.50	OS	£ 4.50
Scrap Metal Dealer Licence Fees				
Site Licence				
- New	£ 319.00	£ 323.00	OS	£ 4.00
- Renewal	£ 296.00	£ 299.50	OS	£ 3.50
- Variation	£ 130.00	£ 131.50	OS	£ 1.50
Scrap Metal Dealer Licence Fees				
Collectors Licence				
- New	£ 194.00	£ 196.50	OS	£ 2.50
- Renewal	£ 169.00	£ 171.00	OS	£ 2.00
- Variation	£ 130.00	£ 131.50	OS	£ 1.50
Copy of licence	£ 10.00	£ 10.50	OS	£ 0.50
Bulky Items				
Collection of Bulky Items by Order:				
1-3 Items	£ 20.00	£ 21.00	OS	£ 1.00
4-6 Items	£ 40.00	£ 41.50	OS	£ 1.50
More than 6 Items	On request	On request		
Public Health Act Funerals				
Administration and Officer rate - flat fee (inclusive of VAT)	£ 524.00	£ 540.50	OS	Cost recovery
Out of Borough Excess Cost Recovery	£ 60.00	£ 62.00	OS	£ 2.00
Dog Warden - Fees				
Contractors Fee for Collection and Kennelling per dog (Recharges include VAT)	Cost Recovery	Cost Recovery		
Statutory Fee	£ 25.00	£ 25.00	OS	£ -
Pest Control				
Mouse and Rat Control and Extermination Fee (Excluding VAT)	£ 42.00	£ 43.50	S	£ 1.50

Environmental Services

2.3 Charges Environmental Health	2020/21 Charges	2021/22 Charges	Vat status	Change in year
Ship Sanitation Charges				
<i>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</i>				
Gross Tonnage Charge (£)				
Below 1,001	£ 100.00	£ 100.00	S	} Set nationally
From 1,001 to 3,000	£ 135.00	£ 135.00	S	
3,001 - 10,000	£ 205.00	£ 205.00	S	
10,001 - 20,000	£ 265.00	£ 265.00	S	
20,001 - 30,000	£ 340.00	£ 340.00	S	
Over 30,000	£ 400.00	£ 400.00	S	
With the exception of:				
Vessels with the capacity to carry between 50 and 1,000 persons	£ 400.00	£ 400.00	S	} Cost recovery only
Vessels with the capacity to carry more than 1,000 persons	£ 680.00	£ 680.00	S	
Over 1,000 persons Extensions	£ 70.00	£ 70.00	S	
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	£ 247.00	£ 255.00	OS	} Cost recovery only
6-24 pitches	£ 264.00	£ 272.50	OS	
25-99 pitches	£ 281.00	£ 290.00	OS	
100+ pitches	£ 317.00	£ 327.00	OS	
Annual Inspection Fees				
1-3 pitches	NIL	NIL		} Cost recovery only
4-5 pitches	£ 141.00	£ 145.50	OS	
6-24 pitches	£ 211.00	£ 218.00	OS	
25-99 pitches	£ 281.00	£ 290.00	OS	
100+ pitches	£ 316.00	£ 326.00	OS	
Food Hygiene Inspections				
Food hygiene re-rating inspection	£ 150.00	£ 155.00	OS	£ 5.00
Voluntary surrender of food stuffs (disposal costs charged at cost in addition to this fee)	£ 162.00	£ 167.50	OS	£ 5.50
Food Hygiene Courses				
CIEH Foundation in Food Safety (per person)	£ 60.00	£ 62.00	EX	£ 2.00
<i>Reduced to £55 if paid more than 21 days prior to course</i>				
Refresher Evening Course (per person)	£ 25.00	£ 26.00	EX	£ 1.00
<i>Reduced to £20 if paid more than 21 days prior to course</i>				

Environmental Services

2.4 Charges for Garden Waste	RPI + 2% increase (as per fees and charges policy)	2020/21 Charges	2021/22 Charges	VAT Status	Change in year
Garden Waste Bins & Bags					
New bins (including charge for collections)					
One Bin	73.20	£ 71.00	£ 73.50	OS	£ 2.50
Two Bins	120.63	£ 117.00	£ 121.00	OS	£ 4.00
Three Bins	167.02	£ 162.00	£ 169.00	OS	£ 7.00
Four Bins	214.45	£ 208.00	£ 217.00	OS	£ 9.00
Renewal of Annual Bin (including charge for collections)					
One Bin	51.03	£ 49.50	£ 51.50	OS	£ 2.00
Two Bins	77.33	£ 75.00	£ 77.50	OS	£ 2.50
Three Bins	102.07	£ 99.00	£ 102.50	OS	£ 3.50
Four Bins	127.84	£ 124.00	£ 128.00	OS	£ 4.00
Other Charges					
Charge for garden waste bin	21.65	£ 21.00	£ 22.00	OS	£ 1.00
One off/Additonal Bin empty		n/a	£ 15.00	OS	New
Brown Waste Bags					
12 bags	23.71	£ 23.00	£ 24.00	OS	£ 1.00
24 bags	46.40	£ 45.00	£ 46.50	OS	£ 1.50
Administration charge - Provision of bins at new properties					
	59.80	£ 58.00	£ 60.00	OS	£ 2.00
Administration charge - Replacement/extra recycling or residual bin					
	36.09	£ 35.00	£ 36.50	OS	£ 1.50

Environmental Services

2.5 Charges for Licensing	2020/21 Charges	2021/22 Charges	VAT Status	Change in year
HACKNEY CARRIAGES				
First class hackney carriage and private hire vehicle	£ 230.00	£ 230.00	OS	£ -
Second class hackney carriage	£ 250.00	£ 250.00	OS	£ -
Transfer of Landau Vehicle Licence	£ 60.00	£ 60.00	OS	£ -
Private hire operator (5 years) - covers any number of vehicles	£ 300.00	£ 300.00	OS	£ -
Private hire vehicle	£ 230.00	£ 230.00	OS	£ -
Drivers licence (3 years)	£ 157.00	£ 157.00	OS	£ -
Drivers licence (1 year issue for exceptional circumstances)	£ 100.00	£ 100.00	OS	£ -
Transfer of vehicle licence	£ 60.00	£ 60.00	OS	£ -
Knowledge test	£ 16.00	£ 16.00	OS	£ -
Badges/Crests <i>(included within costs)</i>				
SEX ESTABLISHMENTS				
Grant of annual licence	£ 2,000.00	£ 2,000.00	OS	£ -
Renewal of annual licence (unless objections received/referred to Committee)	£ 500.00	£ 500.00	OS	£ -
Transfer of annual licence	£ 800.00	£ 800.00	OS	£ -
GAMBLING ACT 2005 LICENCES				
Large Casino				
New	£ 10,000.00	£ 10,000.00	OS	£ -
Annual fee	£ 10,000.00	£ 10,000.00	OS	£ -
Variation	£ 5,000.00	£ 5,000.00	OS	£ -
Transfer	£ 2,150.00	£ 2,150.00	OS	£ -
Reinstatement	£ 2,150.00	£ 2,150.00	OS	£ -
Provisional Statement	£ 10,000.00	£ 10,000.00	OS	£ -
Licence Application (Prov. Holders)	£ 5,000.00	£ 5,000.00	OS	£ -
Existing Casinos				
New	N/A	N/A	OS	
Annual fee	£ 1,540.00	£ 1,540.00	OS	£ -
Variation	£ 1,440.00	£ 1,440.00	OS	£ -
Transfer	£ 980.00	£ 980.00	OS	£ -
Reinstatement	£ 980.00	£ 980.00	OS	£ -
Provisional Statement	N/A	N/A	OS	
Licence Application (Prov. Holders)	N/A	N/A	OS	
Betting premises				
New	£ 2,100.00	£ 2,100.00	OS	£ -
Annual fee	£ 470.00	£ 470.00	OS	£ -
Variation	£ 1,050.00	£ 1,050.00	OS	£ -
Transfer	£ 830.00	£ 830.00	OS	£ -

Environmental Services

2.5 Charges for Licensing	2020/21 Charges	2021/22 Charges	VAT Status	Change in year
Reinstatement	£ 830.00	£ 830.00	OS	£ -
Provisional Statement	£ 2,100.00	£ 2,100.00	OS	£ -
Licence Application (Prov. Holders)	£ 830.00	£ 830.00	OS	£ -
Betting (Tracks)				
New	£ 1,830.00	£ 1,830.00	OS	£ -
Annual fee	£ 520.00	£ 520.00	OS	£ -
Variation	£ 890.00	£ 890.00	OS	£ -
Transfer	£ 680.00	£ 680.00	OS	£ -
Reinstatement	£ 680.00	£ 680.00	OS	£ -
Provisional Statement	£ 1,830.00	£ 1,830.00	OS	£ -
Licence Application (Prov. Holders)	£ 680.00	£ 680.00	OS	£ -
Bingo premises				
New	£ 2,560.00	£ 2,560.00	OS	£ -
Annual fee	£ 630.00	£ 630.00	OS	£ -
Variation	£ 1,250.00	£ 1,250.00	OS	£ -
Transfer	£ 830.00	£ 830.00	OS	£ -
Reinstatement	£ 830.00	£ 830.00	OS	£ -
Provisional Statement	£ 2,560.00	£ 2,560.00	OS	£ -
Licence Application (Prov. Holders)	£ 830.00	£ 830.00	OS	£ -
Adult Gaming Centre				
New	£ 1,460.00	£ 1,460.00	OS	£ -
Annual fee	£ 639.00	£ 639.00	OS	£ -
Variation	£ 730.00	£ 730.00	OS	£ -
Transfer	£ 830.00	£ 830.00	OS	£ -
Reinstatement	£ 830.00	£ 830.00	OS	£ -
Provisional Statement	£ 1,460.00	£ 1,460.00	OS	£ -
Licence Application (Prov. Holders)	£ 830.00	£ 830.00	OS	£ -
Family Ent. Centres				
New	£ 1,460.00	£ 1,460.00	OS	£ -
Annual fee	£ 520.00	£ 520.00	OS	£ -
Variation	£ 730.00	£ 730.00	OS	£ -
Transfer	£ 680.00	£ 680.00	OS	£ -
Reinstatement	£ 680.00	£ 680.00	OS	£ -
Provisional Statement	£ 1,460.00	£ 1,460.00	OS	£ -
Licence Application (Prov. Holders)	£ 680.00	£ 680.00	OS	£ -
Copy Licence	£ 15.00	£ 15.00	OS	£ -
Notification of Change	£ 30.00	£ 30.00	OS	£ -

Environmental Services

2.6 Charges for Sport and Leisure	2020/21 Charges		2021/22 Charges		VAT Status	Change in year	
<u>PITCH AND PUTT</u>							
Bure Park (18 hole)							
Adult - per round	£	6.90	£	7.10	S	£	0.20
Concession - per round	£	4.70	£	4.90	S	£	0.20
Book of 10 Rounds							
Adults - per book	£	49.20	£	50.80	S	£	1.60
Concessions - per book	£	33.10	£	34.20	S	£	1.10
Lost ball charge	£	1.60	£	1.70	S	£	0.10
Deposit on Equipment (returnable)	£	3.40	£	3.50	OS	£	0.10
<u>ALL TENNIS COURTS</u>							
Courts							
Adults - per person per hour	£	3.20	£	3.30	S	£	0.10
Concessions - per person per hour	£	2.40	£	2.50	S	£	0.10
Organised clubs - per person per hour	£	2.40	£	2.50	S	£	0.10
Equipment							
Deposit per person (returnable)	£	5.60	£	5.80	OS	£	0.20
Lost ball charge	£	1.40	£	1.50	S	£	0.10
<u>PUTTING GREENS</u>							
Gorleston Cliffs (9 hole)							
Adult - per round	£	3.00	£	3.10	S	£	0.10
Concession - per round	£	1.90	£	2.00	S	£	0.10
Equipment							
Deposit per putter	£	1.60	£	1.70	S	£	0.10
<u>ALL BOWLING GREENS</u>							
Green Fees							
Adult - per hour (incl woods)	£	4.50	£	4.70	S	£	0.20
Concession - per hour (incl woods)	£	3.10	£	3.20	S	£	0.10
Book of 10 x 1 hour tickets							
Adult	£	30.10	£	31.10	S	£	1.00
Concession	£	20.70	£	21.40	S	£	0.70
Book of 20 x 1 hour tickets							
Adult	£	50.60	£	52.20	S	£	1.60
Concession	£	34.50	£	35.60	S	£	1.10
Equipment							
Hire of woods and/or footwear per hour		No Charge		No Charge		£	-
Deposit per person	£	7.20	£	7.50	S	£	0.30
Club Bookings Monday to Saturday only							
Per rink per 2 hours (minimum of 2 rinks)	£	15.80	£	16.30	OS	£	0.50
Club bookings to cover ONLY league or cup fixtures and clubs' internal tournaments. For all other matches including touring sides, rink charges	£	17.10	£	17.70	S	£	0.60
Great Yarmouth Festival of Bowls Tournament							

Environmental Services

2.6 Charges for Sport and Leisure	2020/21 Charges		2021/22 Charges		VAT Status	Change in year	
Entrance fee per person per competition	£	6.50	£	6.70	S	£	0.20
<u>FOOTBALL & RUGBY</u>							
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	£	537.30	£	554.00	OS	£	16.70
18 years old and under	£	277.50	£	286.20	OS	£	8.70
Casual Matches							
Adult	£	66.40	£	68.50	OS	£	2.10
18 years old and under	£	42.90	£	44.30	OS	£	1.40
Training							
Per team per two hour session	£	32.50	£	33.60	S	£	1.10
Beaconsfield flood lit area per two hour session	£	35.30	£	36.40	S	£	1.10
Football at Wellesley Recreation Ground							
School team per match	£	44.00	£	45.40	OS	£	1.40
Other teams per match	£	77.80	£	80.30	OS	£	2.50
All use of floodlights in addition	£	59.90	£	61.80	OS	£	1.90
Professional matches by negotiation							
Athletics at Wellesley Recreation Ground							
Great Yarmouth & District AC (incl floodlights)	£	5,627.00	£	5,801.50	OS	£	174.50
<u>ATHLETIC MEETINGS</u>							
Other groups and clubs							
- Half Day	£	102.50	£	105.70	S	£	3.20
- Full Day	£	204.70	£	211.10	S	£	6.40
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)	£	16.90	£	17.50	S	£	0.60
All other times	£	32.30	£	33.30	S	£	1.00
(Charge includes floodlights)							
<u>CRICKET</u>							
Casual Matches							
Monday to Friday	£	71.00	£	73.20	S	£	2.20
Saturday	£	81.80	£	84.40	S	£	2.60
Sunday	£	93.50	£	96.40	S	£	2.90
Club League and Cup Fixtures							
Monday to Friday	£	47.20	£	48.70	OS	£	1.50

Environmental Services

2.6 Charges for Sport and Leisure	2020/21 Charges		2021/22 Charges		VAT Status	Change in year	
Saturday	£	58.80	£	60.70	OS	£	1.90
Sunday	£	67.90	£	70.00	OS	£	2.10
Miscellaneous							
Barbecues (normal opening times)	£	27.30	£	28.20	S	£	0.90
Camping - Cobholm playing field including use of pavilion							
Per person per night	£	5.60	£	5.80	S	£	0.20
Minimum charge per night	£	52.90	£	54.60	S	£	1.70
Fetes and similar events							
Hire of recreation ground (in addition to any commercial concessions)	£	140.30	£	144.70	S	£	4.40

Concession tickets - are available for children of 16 years and under and persons of 60 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

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

Housing Services

3.1 Charges for Needs and Welfare Services	2020/21 Charges	2021/22 Charges	VAT Status	Change in year
Community Alarm Service - 'Yarecare'				
Private				
Alarm monitoring service - per week	£ 1.72	£ 1.77	S	£ 0.05
Alarm monitoring service - per month	£ 7.43	£ 7.66	S	£ 0.23
Alarm monitoring service - per annum	£ 89.35	£ 91.95	S	£ 2.60
Alarm unit rental - per week (inc monitoring)	£ 3.94	£ 4.06	S	£ 0.12
Alarm unit rental - per month (inc monitoring)	£ 17.06	£ 17.58	S	£ 0.52
Alarm unit rental - per quarter (inc monitoring)	£ 51.43	£ 52.75	S	£ 1.32
Alarm unit rental - per annum (inc monitoring)	£ 205.71	£ 210.99	S	£ 5.28
Community Alarm Set-up & Installation Fee - within Borough	£ 46.53	£ 47.97	S	£ 1.44
Community Alarm Set-up & Installation Fee - Outside Borough	£ 52.82	£ 54.46	S	£ 1.64
Community Alarm Set-up & Postage Fee	N/A	£45	S	New
Council				
Alarm monitoring service - per week	£ 1.78	£ 1.84	S	£ 0.06
Alarm unit rental - per week (inc monitoring)	£ 4.09	£ 4.22	S	£ 0.13
Handy Person Service				
Hourly Rate	£ 31.50	£ 30.00	S	-£ 1.50
Subsidised Hourly Rate at 50% of full rate	£ 15.75	£ 15.00	S	-£ 0.75

Planning & Growth

4.1 Charges for Land Searches	2020/21 Charges		2021/22 Charges		VAT Status	Change in year	
<u>Local Land Charge Fees</u>							
Local Search (LLC1)	£	12.00	£	12.40	OS	£	0.40
Local Standard Enquiry (CON29)	£	172.30	£	177.70	S	£	5.40
Full Search (LLC1 and CON29)	£	184.30	£	190.10	S	£	5.80
<u>County</u>							
Q2; Q22 and Rights of way	£	17.10	£	17.70	S	£	0.60
Local Search (LLC1) additional parcel of land		No Charge		No Charge	OS	£	-
Standard Enquiries (CON29) additional parcel of land (non-commercial)	£	17.80	£	18.40	S	£	0.60
Standard Enquiries (CON29) additional parcel of land (commercial)	£	17.80	£	18.40	S	£	0.60
<u>Additional Enquiries</u>							
Optional enquiry (Part 2)	£	12.30	£	12.70	S	£	0.40
Optional enquiry (Part 3)	£	12.30	£	12.70	S	£	0.40
<u>Personal Searches</u>							
Statutory Personal Search Fee		no charge		no charge	OS	£	-
Additional parcel of land		no charge		no charge	OS	£	-
Fee for an assisted Personal Search	£	47.40	£	48.90	OS	£	1.50
Copy of Planning Permission Notice	£	7.50	£	7.80	S	£	0.30

Planning & Growth

4.2 Charges for Streets Naming/Numbering, Trees and Mapping Services	2020/21 charges	2021/22 charges	VAT Status
<u>Street naming and numbering services</u>			
<u>Property name change/addition</u>			
Dwelling (with existing SNN) - changing name and/or number	£ 47.00	£ 48.50	EX
Business or institutional unit (with existing SNN) - changing or adding name and/or number	£ 47.20	£ 49.00	EX
<u>New Developments</u>			
Development not involving a new street name (<i>per plot or the below charge for scale of development, if lower</i>)	£ 50.40	£ 52.00	EX
1-5 Plots (including new street name(s))	£ 241.10	£ 249.00	EX
6-10 Plots (including new street name(s))	£ 314.40	£ 324.50	EX
11-20 Plots (including new street name(s))	£ 419.20	£ 432.50	EX
21-50 Plots (including new street name(s))	£ 838.40	£ 864.50	EX
51-100 Plots (including new street name(s))	£ 1,152.80	£ 1,189.00	EX
101+ plots (including new street name(s))	£ 1,467.20	£ 1,513.00	EX
<u>Miscellaneous street naming/numbering</u>			
Renaming street	£ 104.80	£ 108.50	EX
Street Nameplates (new, replacement or relocation - per plate)	£ 183.40	£ 189.50	EX
Formal confirmation of address to solicitors / conveyancers / owner or occupiers / etc.	£ 21.00	£ 22.00	EX
<u>High Hedges</u>			
Site visit to confirm whether meets definition of a high hedge (fee refundable against consequent formal complaint - see below)	£ 47.20	£ 49.00	OS
Formal Complaint (fee can be reduced by refund of site visit fee -see above)	£ 309.20	£ 319.00	OS
<u>Mapping Services</u>			
OS Mastermap A4 (6 copies) 32 x 32m @ 1:200	£ 14.70	£ 15.50	ZE
OS Mastermap A4 (6 copies) 80 x 80m @ 1:500	£ 14.70	£ 15.50	ZE
OS Mastermap A4 (6 copies) 200 x 200m @ 1:1250	£ 25.20	£ 26.00	ZE
OS Mastermap A4 (6 copies) 400 x 400m rural @ 1:2500	£ 25.20	£ 26.00	ZE
OS Mastermap A4 (6 copies) 400 x 400m urban @ 1:2500	£ 51.40	£ 53.00	ZE
OS VectorMap Local A4 (6 copies) 1600 x 1600m @1:10000	£ 25.20	£ 26.00	ZE

Planning & Growth

4.3 Fees & Charges Pre application fees

2020/21 charges 2021/22 charges VAT Status Change in year

Works to existing dwellings

(extensions or outbuildings), alterations to buildings (excluding use) and advertisements

Written reply and visit £ 116.00 £ 120.00 S £ 4.00

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 £ 532.00 £ 549.00 S £ 17.00

Meeting in office and written reply £ 658.00 £ 679.00 S £ 21.00

meeting on site and written reply £ 732.00 £ 755.00 S £ 23.00

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 £ 1,489.00 S £ 45.00

Meeting in office and written reply £ 1,751.00 £ 1,806.00 S £ 55.00

Meeting on site and written reply £ 2,045.00 £ 2,109.00 S £ 64.00

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 £ 3,066.00 S £ 93.00

Meeting in office and written reply £ 3,326.50 £ 3,430.00 S £ 103.50

Meeting on site and written reply £ 3,680.00 £ 3,795.00 S £ 115.00

Planning Performance Agreements

Contact Great Yarmouth Borough Council to discuss (bespoke)

Property & Asset Management

5.1 Charges for Market Place	2020/21 Charges		2021/22 Charges		VAT Status	Change in year
<u>Two Day Market - charges (Wednesday, Friday and Saturday)</u>						
	per metre	per foot	per metre	per foot		Per Foot
Summer (April to September)	£ 1.65	£ 0.50	£ 1.65	£ 0.50	EX	£ 0.00
Winter (October to March)	£ 1.65	£ 0.50	£ 1.65	£ 0.50	EX	£ 0.00
Casual - Summer (April to September)	£ 2.45	£ 0.75	£ 2.45	£ 0.75	EX	£ 0.00
Casual - Winter (October to March)	£ 2.45	£ 0.75	£ 2.45	£ 0.75	EX	£ 0.00
<u>Six Day Market - charges per stall type</u>						
Hot Food - 1	£ 685.50	Monthly Charge	£ 685.50	Monthly Charge	EX	£ -
Groceries	£ 473.50	Monthly Charge	£ 473.50	Monthly Charge	EX	£ -
Dry Goods	£ 509.50	Monthly Charge	£ 509.50	Monthly Charge	EX	£ -
Hot Food - 2	£ 648.40	Monthly Charge	£ 648.40	Monthly Charge	EX	£ -
<u>From the 1st April 2021 fees paid in advance by direct debit will be subject to a 5% discount:</u>						
Hot Food - 1	£ 652.22	Monthly Charge	£ 652.22	Monthly Charge	EX	£ -
Groceries	£ 449.83	Monthly Charge	£ 449.83	Monthly Charge	EX	£ -
Dry Goods	£ 484.02	Monthly Charge	£ 484.02	Monthly Charge	EX	£ -
Hot Food - 2	£ 615.98	Monthly Charge	£ 615.98	Monthly Charge	EX	£ -
<u>Specialist Event Markets - charges</u>						
Up to 10 foot/ 3 Metres	n/a	n/a	Price on application		EX	NEW
Up to 20 foot/ 6 Metres	n/a	n/a	Price on application		EX	NEW
Up to 30 foot/ 9 Metres	n/a	n/a	Price on application		EX	NEW
Chalet - 3 Metres	n/a	n/a	Price on application		EX	NEW
Charity Barrow Fee	FREE	FREE	FREE	FREE	OS	NEW
Craft Barrow Fee	£ 10.00	Daily Charge	£ 10.00	Daily Charge	EX	NEW

Property & Asset Management

5.2 Charges for Market Fairs

		2020/21 Charges	2021/22 Charges	VAT Status	Change in year
<u>Category</u>	<u>Attractions Description:</u>				
	<i>Costs based on square metres</i>				
A	Roundabouts over 25ft (7.62m) in diameter or any other machinery or apparatus, whether operated by electricity, steam, hand or other means	£ 3.30	£ 3.40		£ 0.10
B	Roundabouts less than 25ft (7.62m) in diameter, power operated Hooplas, Spinners and games of similar nature	£ 5.70	£ 5.90		£ 0.20
C	Non-mechanical operated Hooplas, Swinging boats, Booths, Shows and Exhibitions and Refreshments kiosks	£ 3.80	£ 4.00		£ 0.20
D	Dart stalls, Coconut-shy, Shooting Galleries and other Shooting Games	£ 1.90	£ 2.00		£ 0.10
	Minimum Charge	£ 37.10	£ 38.30		£ 1.20

Property & Asset Management

5.3 Charges for Beach Huts		2020/21 Charges	2021/22 Charges	VAT Status	Change in year	
Gorleston Beach Huts						
<u>Beach Hut rates</u>		Purchase price	Purchase price			
	Beach Hut Purchase with 25 year ground lease	£ 19,800.00	£ 20,415.00	S	£	615.00
	Beach Hut Purchase with 10 year ground lease	£ 10,800.00	£ 11,135.00	S	£	335.00
<u>Ground Rent Fee</u>		Per Year	Per Year			
	Ground Rent fee	£ 936.00	£ 966.00	S	£	30.00
<u>Hire Charges</u>		Per Year	Per Year			
	Annual rental - April - March per year	£ 1,885.00	£ 1,945.00	S	£	60.00
<u>Weekly rental</u>		Charge	Per Week			
<i>Low Season</i>	April/November/December/January/February/March	£ 48.00	£ 50.00	S	£	2.00
<i>Mid Season</i>	May/June/September/October	£ 120.00	£ 124.00	S	£	4.00
<i>High season</i>	July/August	£ 180.00	£ 186.00	S	£	6.00
<u>Monthly Rental</u>		Per month	Per month			
<i>Low Season</i>	April/November/December/January/February/March	£ 144.00	£ 150.00	S	£	6.00
<i>Mid Season</i>	May/June/September/October	£ 360.00	£ 372.00	S	£	12.00
<i>High season</i>	July/August	£ 540.00	£ 557.00	S	£	17.00

All costs inclusive of VAT

Communications & Marketing

6.1 Charges for Filming and Photography

	2020/21 Charges		2021/22 Charges		VAT Status	Change in year	
<u>Filming and Photography fees</u>							
Notice of no objection for Commercial photography	£	31.50	£	32.50	S	£	1.00
Consent Certificate for Commercial Photography	£	31.50	£	32.50	S	£	1.00
Standard filming fee per each consent certificate or notice of no objection required	£	63.00	£	65.00	S	£	2.00
Small feature film fee per each consent certificate or notice of no objection required	£	105.00	£	109.00	S	£	4.00
Large feature film fee (charges start from, provided on application)	£	503.50	£	520.00	S	£	16.50

Communications & Marketing

6.2 Charges for Town Hall	2020/21 Charges		2021/22 Charges		VAT Status	Change in year
	Mon-Fri	Weekends & Bank Holidays	Mon-Fri	Weekends & Bank Holidays		
Civil Ceremonies/Wedding Ceremonies Room Hire						
Council Chamber (Maximum 2 hours)	Per Day	Per Day	Per Day	Per Day		
Room Hire	£ 300.00	£ 500.00	£ 300.00	£ 500.00	S	-
Supper Room/ Rambouillet/Council Chamber	Per Day	Per Day	Per Day	Per Day		
Renewal of Vows or Ceremonies where a private celebrant is used in any of the above rooms (maximum two hours room hire)	£ 250.00	£ 500.00	£ 250.00	£ 500.00	S	-
Supper Room or Rambouillet Room	Per Hour	Per Hour	Per Hour	Per Hour		
Wedding/ Party celebration up to midnight (minimum three hours).	£ 60.00	£ 100.00	£ 60.00	£ 100.00	S	-
Assembly Room	Per Day	Per Day	Per Day	Per Day		
Saturday - Includes use of kitchen	£ 750.00	£ 1,000.00	£ 750.00	£ 1,000.00	S	-
Sundays & Bank Holidays - Includes use of kitchen	£ 750.00	£ 2,000.00	£ 750.00	£ 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)	Half Day	Per Day	Half Day	Per Day		
	£ 150.00	£ 150.00	£ 150.00	£ 150.00	S	-
Private, Public and Commercial (Weekday Evenings 18:00-00:00)	Per Hour	Per Hour	Per Hour	Per Hour		
	£ 60.00	£ 60.00	£ 60.00	£ 60.00	S	-
Private, Public and Commercial (Weekends and Bank Holidays) (£60 per hr after 8 hrs)	Half Day (4 hrs)	Per Day (8 hrs)	Half Day (4 hrs)	Per Day (8 hrs)		
	£ 200.00	£ 400.00	£ 200.00	£ 400.00	S	-
Rambouillet Room & Supper Room						
Private, Public and Commercial (Weekdays 08:00-18:00)	Half Day	Per Day	Half Day	Per Day		
	£ 100.00	£ 200.00	£ 100.00	£ 200.00	S	-
Private, Public and Commercial (Evenings 18:00-00:00)	Per Hour	Per Hour	Per Hour	Per Hour		
	£ 60.00	£ 60.00	£ 60.00	£ 60.00	S	-
Private, Public and Commercial (Weekends and Bank Holidays) (£60 per hr after 8 hrs)	Half Day (4 hrs)	Per Day (8 hrs)	Half Day (4 hrs)	Per Day (8 hrs)		
	£ 200.00	£ 400.00	£ 200.00	£ 400.00	S	-
Extras						
Atrium Drinks Reception/additional space with any room	£ 100.00	£ 100.00	£ 100.00	£ 100.00	S	-
Set Up Room Hire	£ 100.00	£ 100.00	£ 100.00	£ 100.00	S	-
Extra Hire charge PA Equipment	£ 100.00	£ 100.00	£ 100.00	£ 100.00	S	-
Presentation TV Screen	£ 50.00	£ 50.00	£ 50.00	£ 50.00	S	-
Teas, coffee and Biscuits charges	Per Person	Per Person	Per Person	Per Person		
	£ 2.00	£ 2.00	£ 2.00	£ 2.00	S	-

NOTE

Subsided and Charities Rate 25% discount on all above: Rooms will only be available Mon-Thu at these rates.

Communications & Marketing

6.2 Charges for Town Hall	2020/21 Charges	2021/22 Charges	VAT Status	Change in year
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A 20% deposit will be required at the time of booking.

All outstanding balances to be paid within 14 days after the event.