



# Portfolio Holder Decisions

## Review of Fees and Charges 2021-22

1. **Review of Fees and Charges 2021-22**

(Pages 3 - 28)

Report of the Corporate Director Environment, Corporate Director Communities and Corporate Director Resources.

This page is intentionally left blank



## Portfolio Holder Report

The portfolio holder will make a decision on this item after seven days have elapsed (including the date of publication).

Report of:	Portfolio Holder	Date of publication
<p>Mark Billington, Corporate Director Environment, Marianne Hesketh, Corporate Director Communities, Clare James, Corporate Director Resources</p>	<p>Councillor Alan Vincent, Resources Portfolio Holder, Councillor Michael Vincent, Planning and Economic Development Portfolio Holder, Councillor Roger Berry, Neighbourhood Services and Community Safety Portfolio Holder, Councillor Lynne Bowen, Leisure, Health and Community Engagement Portfolio Holder, Councillor Simon Bridge, Street Scene, Parks and Open Spaces Portfolio Holder</p>	<p>16 December 2020</p>

### Review of Fees and Charges 2021/22

#### 1. Purpose of report

- 1.1 To confirm the proposed fees and charges for the 2021/22 financial year.

#### 2. Outcomes

- 2.1 Increase in income generation to support the Council's Budget.
- 2.2 Maximise commercial opportunities, improve the return from all our assets, whether that be buildings or land, and deliver efficiencies.

#### 3. Recommendation

- 3.1 That the proposed fees and charges, as set out in Appendix 1, for the financial year 2021/22 be approved.

## 4. Background

- 4.1 The Cabinet last formally considered its charging policy, as part of the Medium Term Financial Plan, at its meeting on 18 November 2020.
- 4.2 Charging for local services makes a significant contribution to council finances, and can be used to influence individuals' choices and to bring benefits to local communities. Charges can be set to encourage or discourage people to use services and through concessions to pursue local objectives. Note that all fees and charges within this report are stated exclusive of VAT.
- 4.3 A briefing entitled 'Income from Charging' was issued by the Audit Commission in September 2013 which used data from the value for money profiles and presented a high level analysis of councils' income from charging and the contribution it makes to service spending and allowed comparisons to other councils of the same type and changes over time. The data was the subject of a value for money review undertaken as part of the Overview and Scrutiny work programme and was considered at the meeting 15 December 2014.
- 4.4 The level of income generated by fees and charges and in particular projected increases which the council can influence, form a key part of the council's financial planning and is therefore reflected in the Medium Term Financial Plan.
- 4.5 As a result of the long period of austerity and reduced levels of central government funding there is an increased emphasis on income generation and working towards sustainable services. When it was introduced, all staff received commercialisation training to improve their skills as part of the 'work smart' Financial Discipline and Commercial Awareness goal within the Council's Narrative Statement. This broadening of the traditional mindset in local authorities is essential to improve our financial sustainability and continue to provide value for money services.
- 4.6 The Covid-19 pandemic has affected the ability of the council to deliver some of its activities for which fees and charges are levied. This report outlines proposals for 2021/22 fees and charges based on the assumption that these services will be provided during 2021/22.

## 5. Key issues and proposals

- 5.1 **Leisure, Health and Community Engagement Portfolio**  
The main venues within the Leisure, Health and Community Engagement portfolio that generate substantial levels of fee income are the Marine Hall, Thornton Little Theatre and Cemeteries. Fee income is also included from Pest Control, Food Safety Services, Private Water Supplies and Licensing, countryside general, Wyre Estuary Country Park, Rossall Point and outdoor amenities (including bowling at King Georges Playing Field).

### **5.1.1 Pest Control**

In the past, the pest control service has been subsidised. However since 2015/16 small surpluses have been achieved after excluding support service costs. This trend was reversed in 2018/19 when a small deficit was delivered at outturn (£2,020) and the 2019/20 outturn saw a further small deficit (£3,277). It is proposed to apply an inflationary uplift to fees based on September 2020 CPI (0.5%).

### **Environmental Permitting**

Environmental permitting fees are set by the Department for Environment, Food and Rural Affairs (DEFRA) and are statutory. Such fees are essentially a legal framework for controlling pollution from prescribed businesses, for example on painting premises. There are no changes for 2021/22.

### **5.1.2 Food and Water Safety Services**

It is proposed to increase Food Export Certificate charges in line with inflation, based on September CPI.

Ship Sanitation Certificates, in terms of gross tonnage fees, are set nationally and are due to be published in February 2021.

The full copy of the Public Food Register will increase by CPI. However, we don't normally sell any copies of this publication.

It is proposed that private water supply risk assessments and monitoring, in accordance with the 2008 Regulations, together with private water supply sampling and investigation costs will all be uplifted by inflation.

### **5.1.3 Contaminated Land**

There are no changes proposed to contaminated land charges for 2021/22.

### **5.1.4 Licensing**

Amendments to fees and charges for licensing are the responsibility of the Licensing Committee and are considered in a separate report.

### **5.1.5 Marine Hall and Thornton Little Theatre**

There are very few changes proposed to 2021/22 Fees and Charges for Marine Hall. Non-commercial charges/community rates are proposed to increase from £1,250 to £1,300 for a full day and evening, whilst evening only fees are proposed to increase from £750 to £800.

Marine Café/Waterfront Room/Wyre Bar hire fees and charges are proposed to increase from £45 to £50, to cover costs.

Food Festival and Christmas Market charges are proposed to increase slightly to cover costs and anticipated demand, from £40 to £42; £80 to £83; £100 to £105; £110 to £115 depending on the size of the stall.

Main Hall ceremony fees are proposed to reduce slightly from £420 to £400 (weekdays) and from £780 to £700 (Saturdays).

Similarly, there are few proposed changes for Thornton Little Theatre.

Non-commercial charges/community rates are proposed to increase from £280 to £300 for all day and evening hires. The additional hourly rate will increase from £40 to £50.

Ceremony only wedding prices are proposed to reduce slightly from £420 to £400 and £780 to £700 for weekdays and Saturdays respectively.

#### **5.1.6** Mount Pavilion

Ceremony only wedding prices are proposed to reduce slightly from £420 to £400 and from £780 to £700 for weekday and Saturdays respectively at Mount Pavilion.

Community hire for up to four hours is £100 or £25 per hour for a minimum of two hours, whilst commercial rates are £150 for up to 4 hours or £40 per hour for a minimum of two hours.

Funeral/anniversary or children's party hire, at a minimum of two hours, is charged from £150 or on application.

#### **5.1.7** Cemeteries

In 2019/20 the cemetery service generated a deficit (£73,548) and the current approach is to aim to run the service on a break-even basis. It is proposed to increase the majority of fees by approximately 1%, except for columbaria where there is no change to encourage their use rather than ground plots.

#### **5.1.8** Marsh Mill

No increases are proposed to the minimal fees currently being levied.

#### **5.1.9** Countryside/Wyre Estuary Country Park/ Rossall Point

It is proposed to maintain fees at the current level to encourage use of the areas, attendance at events and continued participation in walks and talks.

#### **5.1.10** Outdoor Amenity Charges

No increase is proposed this year. A review of fees for bowling is proposed in 2021/22.

### **5.2 Neighbourhood Services and Community Safety Portfolio Holder**

The main service within the Neighbourhood Services and Community Safety portfolio that generates a substantial level of fee income is car

parking. This portfolio also includes income from Disabled Facilities Grants.

#### **5.2.1** Car Parking

No further changes to 2021/22 fees and charges are proposed.

#### **5.2.2** Housing

It is proposed to apply CPI uplifts across Housing services fees for 2021/22.

The care and repair service handyperson charge is proposed to increase from £10 per job to £30 per hour to support an increased revenue contribution to the service in order to improve its sustainability following a reduction in external funding.

### **5.3 Planning and Economic Development Portfolio**

The three main service areas within the Planning and Economic Development Portfolio that generate substantial levels of fee income are Planning, Building Control and Fleetwood Market.

The majority of the Building Control Fees are set in accordance with the Building Regulations Act 2010 allowing authorities to fix their own charges based on full cost recovery. The Head of Built Environment has the delegated authority to amend these fees as necessary. Similarly, all tenancy matters up to an annual sum of £25,000, including market rents are delegated to the Head of Built Environment. The fees for submitting planning applications required by legislation are set nationally and the current statutory fees came into force 17 January 2018.

#### **5.3.1** Development Control

The majority of discretionary income relates to pre-application discussion fees which need to be high enough to maintain a reasonable level of income and low enough to encourage applicants to come forward and seek such pre-application meetings. It also helps that the fee structure is easy to understand and comprises of rounded figures.

It is not considered that the fees need to be raised in line with CPI at this time in order to encourage further use of this service.

#### **5.3.2** Building Control

Further to the increase in fees and charges made in 2020/21, it is not considered necessary to make any changes for 2021/22.

Building Regulations charges are not proposed to increase for 2021/22. The cost of Building Control service as detailed in the Building (Local Authority Charges) Regulations 2010 require fees to be calculated on full cost recovery for its fee earning element (plan checking, site inspections, building notices, reversion and regularisation) to achieve an objective of breaking even 'as nearly as possible', based on the principle of taking one year with another. Due to fluctuating demands on the building control service, the 2010 Regulations establish the concept

of balancing income and costs over a reasonable period of time (rolling period of three to five years).

The broad charging principles outlined in the 2010 Charges Regulations give freedom to local authorities to decide whether to set fixed charges or adopt individually assessed charges, either way to ensure accurate recovery of costs. It is suggested that fixed charges operate for standard small work and that individual quotations be provided for larger projects. These charges are calculated by relating the hourly rate to the time spent carrying out the chargeable function.

### **5.3.3** Markets

Indoor market rents are reviewed every three years and delegated to the Head of Built Environment.

It is recommended to reduce outdoor market fees at Cleveleys from £26 to £15 for 3 metres linear frontage following a trial period.

At Fleetwood Market, outdoor kiosks are proposed to be charged at £70 per week for single units and £100 per week for double units as an introductory offer.

The new Market House Studio charges were considered as part of a separate report earlier in the year.

### **5.3.4** Estates

There are no changes proposed to fees and charges for 2021/22.

### **5.3.5** Wyred Up

The price of a ticket for the Wyre Business Awards is not proposed to increase from the current charge of £50 although it is to be noted that owing to the pandemic no decision on whether the event will take place in 2021 has yet been made.

## **5.4 Resources Portfolio**

### **5.4.1** MOT Test Centre

It is proposed to maintain fees at the current level to further embed this new service. During 2019/20, there were 317 MOT customers against a target of 400.

### **5.4.2** Legal Fees

The authority to determine charges for the recovery of legal costs is delegated to the Corporate Director Resources. It is proposed to increase all fees by CPI.

### **5.4.3** Land Charges

The determination of fees and charges for Local Land Charges is delegated to the Corporate Director Resources. The council is required to ensure that over a three year period, the total income from charges



does not exceed the total costs of granting access to property records. No changes are proposed at this stage.

**5.4.4** Civic Centre Room Hire

It is proposed to maintain fees at the current levels with the aim of increasing the number of bookings.

**5.4.5** Street Naming and Numbering

It is proposed to maintain fees at the current level as they continue to be representative of the administration involved.

**5.4.6** Data Protection

The Fee for Subject Access Requests has been removed as charging is not permitted in most cases under the newly introduced General Data Protection Regulations. However, where the request is manifestly unfounded or excessive a “reasonable fee” for the administrative costs of complying with the request may be levied.

If an individual requests further copies of their data following a request then a reasonable fee may be charged. This must be based on the administrative costs of providing further copies.

**5.5** **Street Scene and Parks and Open Spaces Portfolio**

The main services within this portfolio are waste management, public conveniences, the dog warden service, parks and open spaces and playing fields.

**5.5.1** Public Conveniences

It is proposed to maintain fees and charges at existing levels for 2021/22.

**5.5.2** Dog Welfare

No change to stray dog fees is proposed.

**5.5.3** Domestic Refuse – Bulky Items

Further to a review of fees and charges made last year, it is not proposed to make any changes to fees for bulky household waste item collections.

**5.5.4** Green Waste

It is proposed to remove the £5 discount for those paying by direct debit. One year subscription fees for green waste collection are proposed to be £35 regardless of payment method in 2021/22. Additional green bin charges will increase from £25 to £30 from 2021/22.

**5.5.5** Street Cleansing

There are no changes proposed for ad hoc private work and grounds maintenance private work, which continue to be charged on a cost recovery plus basis. No other changes are proposed.

**5.5.6** Parks and Open Spaces

It is proposed to maintain the fees for the Memorial Park Pavilion at current levels to encourage use. No other changes are proposed.

**5.5.7** Leisure Development

It is proposed to increase all fees and charges by CPI.

**5.6** **Overview and Scrutiny**

Initial proposals for amendments or increases to fees and charges have been reviewed and discussed by the Overview and Scrutiny Committee at their meeting on 23 November 2020 with their recommendations being reported to Portfolio Holders and amendments included within this report.

**Delegated functions**

- 6.1** The matters referred to in this report are considered under the following executive function delegated to each Portfolio Holder (as set out in Part 3 of the Council's Constitution): "To determine charges or fees for any relevant services operated within the Portfolio".

<b>Financial and legal implications</b>	
Finance	The financial implications of the fees and charges will be reflected in the Revenue Estimates which will be considered by Cabinet at their meeting 17 February 2021.
Legal	There are no significant legal implications arising from the proposals in this report.

**Other risks/implications: checklist**

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

<b>risks/implications</b>	<b>✓ / x</b>
community safety	<b>x</b>
equality and diversity	<b>x</b>
sustainability	<b>✓</b>
health and safety	<b>x</b>

<b>risks/implications</b>	<b>✓ / x</b>
asset management	<b>✓</b>
climate change	<b>x</b>
ICT	<b>x</b>
data protection	<b>x</b>

## Processing Personal Data

In addition to considering data protection along with the other risks/ implications, the report author will need to decide if a 'privacy impact assessment (PIA)' is also required. If the decision(s) recommended in this report will result in the collection and processing of personal data for the first time (i.e. purchase of a new system, a new working arrangement with a third party) a PIA will need to have been completed and signed off by Data Protection Officer before the decision is taken in compliance with the Data Protection Act 2018.

report author	telephone no.	email	date
Dominic Sumner	01253 887327	Dominic.Sumner@wyre.gov.uk	26/11/20

List of background papers:		
name of document	date	where available for inspection
None		

### List of appendices

Appendix 1– Proposed fees and charges for the 2021/22 financial year

ph/re/r/20/0012ds1

## FEES AND CHARGES 2021/22

<b>Key to VAT Codings:</b>	
<b>VAT to be added at Standard Rate</b>	<b>+</b>
<b>Y Includes VAT</b>	<b>Y</b>
<b>E Exempt from VAT</b>	<b>E</b>
<b>O Outside Scope</b>	<b>O</b>
<b>Z Zero Rated</b>	<b>Z</b>

FEES AND CHARGES 2021/22	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
	£	£	
<b>LEISURE, HEALTH AND COMMUNITY ENGAGEMENT PORTFOLIO</b>			
<b>PEST CONTROL</b>			
<b>Rodent Control</b> (Not Weekend Service)			
Includes 3 revisits (further visits over and above charged at standard rate)			
All Callouts will be charged for and no refunds given			
Domestic Premises	41.50	42.00	Y
(10% discount to households in receipt of Local Council Tax Support or Housing Benefit)			
Near Neighbour Discount will be offered in line with Wyre Councils Block Treatment Procedures.			
Treatment must be prepaid and undertaken on same day no refunds for failure to provide access on agreed days.			
10% discount to households in receipt of Local Council Tax Support or Housing Benefit (not applicable to Block Treatment)			
<b>Business Premises</b>			
- including materials up to one hour	108.00	109.00	Y
- for every additional half hour or part thereof	54.00	54.50	Y
<b>Pest/Insect Control</b> (Not Weekend Service)			
All Callouts will be charged for and no refunds given for all insects except where bees are mistaken for wasps when a 50% refund will be issued			
Domestic Premises - per call out and treatment as required (including materials)			
Fleas, Cockroaches	62.50	63.00	Y
Wasps, Ants, Beetles – pre-payment	62.50	63.00	Y
Wasps, Ants, Beetles – no pre-payment	72.00	72.50	Y
<b>Business Premises</b>			
- per call-out up to one hour (incl. materials)	108.00	109.00	Y
- for every additional half hour or part thereof	54.00	54.50	Y
- minimum charge for call-out (including materials)	108.00	109.00	Y
Disinfection after Infectious Disease – per treatment	108.00	109.00	Y
<b>Commercial Contract Charges</b>			
Small Businesses - Contract 1	362.50	364.00	Y
Medium Businesses - Contract 2	488.00	490.00	Y
Large Businesses - Contract 3	615.00	618.00	Y
All contracts based on 6 visits per annum			
Include the treatment of rodents and insects (wasps, ants, bees, fleas and cockroaches)			
Exclude the treatment of Pharaohs Ants			
Include a free advice service			
Any additional insect/rodent callouts charges on a time accumulated basis. Treatments included within the annual contract charge apply to normal working hours only. Additional charges apply to requests for treatment outside 09:00-17:00hrs Mon-Fri			
All out of hours work includes travel time from and return to the Council Depot. All prices include materials			
Charges for additional contract callouts / out of hours treatments:			
Mon-Fri 09:00-17:00hrs per man hour on time accumulated basis	108.00	109.00	Y
Mon-Fri 17:00-22:00hrs per man hour on time accumulated basis	163.50	164.00	Y
Saturday 09:00-17:00hrs per man hour on time accumulated basis	163.50	164.00	Y
Sundays and Public Holidays 09:00-17:00hrs per man hour on time accumulated basis	216.50	218.00	Y
<b>Pest Control Products*</b>			
Insect Powder	4.00	4.00	Y
Flyspray	6.95	7.00	Y
Dethlac	5.00	5.00	Y
Pigeon/Seagull spikes	3.20	3.20	Y
Gutter clips (2)	1.25	1.25	Y
Adhesive	7.45	7.50	Y
Chimney spikes	28.30	28.50	Y
Delivery	1.25	1.25	Y
* These prices are subject to supplier's fluctuation which officers will apply as appropriate.			
<b>Commercial Fly Catching equipment (available on order)*</b>			
Test to check your current UV Fly Killer	10.50	11.00	Y
Chameleon 1*2 (Sticky Board) Free standing bracket Available - White or Stainless steel Fly Catcher	178.00	179.00	Y
Titan Alpha - Electronic Fly Killer (white)	114.50	115.00	Y
Sunburst (Decorative Sticky Traps)	75.00	75.50	Y
Titan 300 - Electronic Fly killer (available in Stainless steel or white)	220.50	222.00	Y
Delivery	1.25	1.25	Y
<b>Environmental Permitting Charges</b>			
<b>Application fee</b>			
Standard Process (includes solvent emission activities) *	1,650.00	1,650.00	
Additional fee for operating without a permit	1,188.00	1,188.00	
Service Station PVR I / Dry Cleaner	155.00	155.00	
Service Station PVR I & II combined	257.00	257.00	
Vehicle refinishers & other reduced fee activities *	362.00	362.00	
Reduced fee activities: additional fee for operating without a permit	71.00	71.00	
Standard Mobile Crushing & Screening Plant (not using a simplified permits): For first and second applications	1,650.00	1,650.00	
For the third to seventh applications	985.00	985.00	
For the eighth and subsequent applications	498.00	498.00	
* Where the above is for a combined Part B and waste site, combined solvent and waste site or combined Part B, solvent and waste site (under Regulation 33 Dorection), add £279			
<b>Annual Subsistence fee</b>			
Standard Process Low	772 (*+104)	772 (*+104)	
Standard Process Medium	1161 (*+156)	1161 (*+156)	
Standard Process High	1747 (*+207)	1747 (*+207)	
Service Station PVR I/Dry Cleaner - Low / Medium / High	79 / 158 / 237	79 / 158 / 237	

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
Service Station PVRI & II Combined Low/Med/High	113 / 226 / 341	113 / 226 / 341	
Vehicle refinishers & other reduced fee activities - Low / Medium / High	228 / 365 / 548	228 / 365 / 548	
Standard Mobile Crushing and Screening Plant (not using simplified permits) : For the first and second permit - Low / Medium / High	626 / 1034 / 1551	626 / 1034 / 1551	
For the third to seventh permits - Low / Medium / High	385 / 617 / 924	385 / 617 / 924	
For the eighth and subsequent permits - Low / Medium / High	198 / 314 / 473	198 / 314 / 473	
Late payment fee	52.00	52.00	
* To be added where the above is for a combined Part B and waste site, combined solvent and waste site or combined Part B, solvent and waste site (under Regulation 33 Direction. Where a Part B site is subject to E-PRTR Regulations reporting, add £104/£156/£207 to above.			
<b>Transfer and Surrender fee</b>			
Standard Process Transfer	169.00	169.00	
Standard Process Partial Transfer	497.00	497.00	
New operator at low risk reduced fee activity (extra one-off subsistence charge to cover additional risk assessment)	78.00	78.00	
Surrender	No fee	No fee	
Reduced Fee Process Transfer	No fee	No fee	
Reduced Fee Process Partial Transfer	47.00	47.00	
Temporary transfer of mobile plant permit: For the first transfer / For repeat transfers following enforcement or warning	53 / 53	53.00 / 53.00	
<b>Substantial Change</b>			
Standard Process	1,050.00	1,050.00	
Standard Process where substantial change results in a new PPC activity	1,650.00	1,650.00	
Reduced fee activity	102.00	102.00	
<b>FOOD SAFETY SERVICES</b>			
<b>Food Premises Hygiene re-rating inspection within 1-3 months of application</b>			
(No guarantee of increased rating)			
Online Application	178.00	179.00	O
Offline Application	191.00	192.00	O
<b>Certificates and Booklets</b>			
Food Hygiene Books			
Food Hygiene Handbook	at cost	at cost	Z
Safer Food Better Business Pack (food safety management system ring bound & in colour)	12.00	12.00	Z
Safer Food Better Business Diary Pack.	3.00	3.00	Z
Food Export Certificate	56.00	56.50	O
Additional copy of Food Export Certificate	5.15	5.15	O
<b>Ship sanitation Certificate</b>			
<b>Gross Tonnage</b>			
Up to 1000	95.00	95.00	O
1001-3000	130.00	130.00	O
3001 - 10000	200.00	200.00	O
10001 - 20000	255.00	255.00	O
20001 - 30000	330.00	330.00	O
Over 30000	390.00	390.00	O
Water Sample Cost as part of Ship Sanitation certificate process / Follow up sample costs	35 / 35	35.00 / 35.00	O
Ship water Sample Cost, undertaken at any other time.	75.00	75.00	O
Legionella sample costs as part Ship Sanitation Certificate process / Follow up sample costs	72 / 72	72.00 / 72.00	O
Ship Legionella sample cost undertaken at any other time	100.00	100.00	O
Full copy of Public Food Register (commercially valuable information)	1,310.00	1,317.00	O
Health and Safety Statement of Fact (for Civil Cases)	N/A		O
Charge for the first hour	100.00	101.00	O
Additional hourly rate	38.00	38.00	O
Travel expenses	at cost	at cost	O
<b>FISHERY HYGIENE CHARGES</b>			
<b>Fishery Landings</b>			
Gross charge for each whole tonne of fish landed:-	1 Euro* per tonne	1 Euro* per tonne	O
<b>Fishery Preparation/Processing Establishments</b>			
Gross charge for each whole tonne of fish processed in the establishment	0.5 Euro*per tonne	0.5 Euro*per tonne	O
*Exchange rate fixed at 1 Euro = £0.89103 as at 1st January 2018 in C Series of official journal of the European Communities			
<b>PRIVATE WATER SUPPLIES CHARGES (Implementation of – The Private Water Supplies regulations 2008)</b>			
Private water supply risk assessments and monitoring in accordance with the above Regulations	Risk assessments charged at £32 per hour (time will include admin, travel and time on site) + mileage of 52p/mile will be applied. *Laboratory analysis costs will be added to cover the cost of any sample taken during the risk assessment process.	Risk assessments charged at £32 per hour (time will include admin, travel and time on site) + mileage of 52p/mile will be applied. *Laboratory analysis costs will be added to cover the cost of any sample taken during the risk assessment process.	O
Private water supply sampling	Sample visits charged at £32 per hour (time will be calculated to include admin, travel and time on site), plus mileage of 52p/mile will be applied, plus Laboratory analysis costs. * No fee will be applied for repeat sampling solely to verify results of the previous sample. - Laboratory costs available on enquiry.	Sample visits charged at £32 per hour (time will be calculated to include admin, travel and time on site), plus mileage of 52p/mile will be applied, plus Laboratory analysis costs. * No fee will be applied for repeat sampling solely to verify results of the previous sample. - Laboratory costs available on enquiry.	O

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
Investigation costs	Investigation charged at £32 per hour (time will include admin, travel and time on site) + mileage of 52p/mile will be applied. *Laboratory analysis costs will be added to cover the cost of any sample taken during the investigation process. Laboratory costs available on requests	Investigation charged at £32 per hour (time will include admin, travel and time on site) + mileage of 52p/mile will be applied. *Laboratory analysis costs will be added to cover the cost of any sample taken during the investigation process. Laboratory costs available on requests	O
<b>CONTAMINATED LAND ENQUIRIES</b>	50 per half hour for first hour; 100 per hour thereafter	50 per half hour for first hour; 100 per hour thereafter	Y
Travel expenses	at cost	at cost	
<b>LICENSING</b>			
<b>ANIMAL WELFARE (Licencing of Activities Involving Animal) Regulation 2018</b>			
<b>Animal Boarding/Dog Daycare/Dog Breeder application fee</b> - payable on application	125.00	125.00	O
New - 1 year (incl application fee) + vet fee (dog breeder)	261.00	261.00	O
2 year (incl application fee) + vet fee (dog breeder)	362.00	362.00	O
3 year (incl application fee) + vet fee (dog breeder)	463.00	463.00	O
Renewal - 1 year (incl application fee)	244.00	244.00	O
2 year (incl application fee)	345.00	345.00	O
3 year (incl application fee)	446.00	446.00	O
Re-rating inspection fee	101.00	101.00	O
Fee as additional activity	29.00	29.00	O
<b>Home boarding application fee</b> - payable on application	91.00	91.00	O
New - 1 year (incl application fee)	218.00	218.00	O
2 year (incl application fee)	320.00	320.00	O
3 year (incl application fee)	421.00	421.00	O
Renewal - 1 year (incl application fee)	202.00	202.00	O
2 year (incl application fee)	303.00	303.00	O
3 year (incl application fee)	404.00	404.00	O
Re-rating inspection fee	66.00	66.00	O
Fee as additional activity	29.00	29.00	O
<b>Selling Animals as Pets application fee</b> - payable on application	142.00	142.00	O
New - 1 year (incl application fee)	277.00	277.00	O
2 year (incl application fee)	379.00	379.00	O
3 year (incl application fee)	480.00	480.00	O
Renewal - 1 year (incl application fee)	261.00	261.00	O
2 year (incl application fee)	362.00	362.00	O
3 year (incl application fee)	463.00	463.00	O
Re-rating inspection fee	117.00	117.00	O
Fee as additional activity	54.00	54.00	O
<b>Hiring Horses application fee</b> - payable on application	151.00	151.00	O
1 year (incl application fee) + annual vets fee	303.00	303.00	O
2 year (incl application fee) + annual vets fee	418.00	418.00	O
3 year (incl application fee) + annual vets fee	533.00	533.00	O
Re-rating inspection fee	135.00	135.00	O
<b>Train/exhibit animals application fee</b> - payable on application	91.00	91.00	O
3 year (incl application fee)	420.00	420.00	O
<b>Zoo licence</b>			
6 year	634.00	634.00	O
4 year	507.00	507.00	O
<b>Dangerous Wild Animals licence</b>			
2 year	385.00	385.00	O
<b>GENERAL LICENCES</b>			
Skin piercing (tattooists, electrolysists, semi permanent skin colourists and acupuncturists)	260.00	260.00	O
Second Hand Good Dealer	181.00	181.00	O
Street Trading Consent	318.00	318.00	O
Sex Shop	1,846.00	1,846.00	O
Sexual Entertainment Venue	2,470.00	2,470.00	O
Scrap Metal Dealer	312.00	312.00	O
Scrap Metal Dealer - Variation	48.00	48.00	O
Scrap Metal Dealer - Re-issue of licence	15.00	15.00	O
Pavement Licences <b>NEW</b>	n/a	100.00	E
Pavement Licence (renewal) <b>NEW</b>	n/a	80.00	E
<b>GAMBLING ACT 2005</b>			
Where a licence is subject to a seasonal condition the annual fee shall be one twelfth of the full annual fee for every month or part of a month that the licence is operative for.			
<b>Bingo premises</b>			
New application	2,365.00	2,365.00	O
Annual fee	1,000.00	1,000.00	O
Provisional Statement New	2,365.00	2,365.00	O
Premises licence fee for holders of Provisional Statements	1,125.00	1,125.00	O
Variation fee	1,465.00	1,465.00	O
Transfer fee	745.00	745.00	O
Reinstatement of licence	1,180.00	1,180.00	O
<b>Betting premises</b>			
New application	2,365.00	2,365.00	O
Annual fee	600.00	600.00	O
Provisional Statement New	2,365.00	2,365.00	O

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
Premises licence fee for holders of Provisional Statements	1,125.00	1,125.00	0
Variation fee	1,465.00	1,465.00	0
Transfer fee	745.00	745.00	0
Reinstatement of licence	1,180.00	1,180.00	0
<b>Adult Gaming Centres (AGC)</b>			
New Application	2,000.00	2,000.00	0
Annual Fee	1,000.00	1,000.00	0
Provisional Statement New	2,000.00	2,000.00	0
Premises licence fee for holders of Provisional Statements	1,125.00	1,125.00	0
Variation Fee	1,000.00	1,000.00	0
Transfer fee	745.00	745.00	0
Reinstatement of Licence	1,180.00	1,180.00	0
<b>Family Entertainment Centre</b>			
New Application	2,000.00	2,000.00	0
Annual Fee	750.00	750.00	0
Provisional Statement New	2,000.00	2,000.00	0
Premises licence fee for holders of Provisional Statements	950.00	950.00	0
Variation Fee	1,000.00	1,000.00	0
Transfer Fee	745.00	745.00	0
Reinstatement of Licence	950.00	950.00	0
<b>Track</b>			
New Application	2,365.00	2,365.00	0
Annual Fee	950.00	950.00	0
Provisional Statement New	2,365.00	2,365.00	0
Premises licence fee for holders of Provisional Statements	1,125.00	1,125.00	0
Variation Fee	1,250.00	1,250.00	0
Transfer Fee	745.00	745.00	0
Reinstatement of Licence	950.00	950.00	0
Miscellaneous Charges			
Fee for a copy of a licence	25.00	25.00	0
Fee for a notification of change of circumstances	50.00	50.00	0
<b>(FEES PRESCRIBED BY STATUTE)</b>			
<b>Gambling Act 2005 Permits</b>			
Unlicensed Family Entertainment Centre (UFEC) new/renewal	300.00	300.00	0
Fee to change name on permit-UFEC	25.00	25.00	0
Fee to copy permit-UFEC	15.00	15.00	0
Licensed premises gaming machine permit	150.00	150.00	0
Licensed premises gaming machine permit-annual fee	50.00	50.00	0
Licensed premises gaming machine permit-variation fee	100.00	100.00	0
Licensed premises gaming machine permit-transfer fee	25.00	25.00	0
Licensed premises gaming machine permit-copy permit	15.00	15.00	0
Licensed premises Notification	50.00	50.00	0
Club Gaming Permit	200.00	200.00	0
Club Gaming Permit-fast track	100.00	100.00	0
Club Gaming Permit-annual fee	50.00	50.00	0
Club Gaming Permit-Variation	100.00	100.00	0
Club Gaming Permit-copy permit	15.00	15.00	0
Club Gaming Machine Permit	200.00	200.00	0
Club Gaming Machine Permit-fast track	100.00	100.00	0
Club Gaming Machine Permit-annual fee	50.00	50.00	0
Club Gaming Machine Permit-variation	100.00	100.00	0
Club Gaming Machine Permit-copy permit	15.00	15.00	0
Prize Gaming Permit-New or renewal	300.00	300.00	0
Prize Gaming Permit-fee to change name	25.00	25.00	0
Prize Gaming Permit-copy permit	15.00	15.00	0
Small Society Lottery Registration-New	40.00	40.00	0
Small Society Lottery Registration-Annual fee	20.00	20.00	0
<b>LICENSING ACT 2003</b>			
Fees under the Licensing Act 2003 are determined nationally and are prescribed by the Licensing Act 2003 (Fees) Regulations			
<b>Premises Licence &amp; Club Certificates - new / variation / annual fee - dependant on NNDR value</b>			
Personal licence	37.00	37.00	0
Replacement licence	10.50	10.50	0
Change of name or address of personal licence holder	10.50	10.50	0
TEN	21.00	21.00	0
Replacement of TEN certificate	10.50	10.50	0
Application to vary DPS	23.00	23.00	0
Application to transfer of premises licence	23.00	23.00	0
Application for provisional statement	315.00	315.00	0
Interim authority notice	23.00	23.00	0
Freeholder notification	21.00	21.00	0
Notification of change of name or alteration of rules of club	10.50	10.50	0
Change of relevant registered address of club	10.50	10.50	0
<b>Taxis</b>			
Dual Driver licences (3 year duration) - New	224.00	224.00	0
Dual Driver licences (3 year duration) - Renewal	160.00	160.00	0
Dual Driver licences (1 year duration) - New	160.00	160.00	0
Dual Driver licences (1 year duration) - Renewal	108.00	108.00	0
Replacement Driver Badge	15.00	15.00	0
Driver knowledge test	25.00	25.00	0
Private Hire Vehicle	144.00	144.00	0
Hackney Carriage Vehicle (includes £20 unmet demand surcharge)	170.00	170.00	0
Private Hire door stickers (pair)	16.00	16.00	0
Plates (pair)	25.00	25.00	0
Private Hire Operator (5 year duration)	355.00	355.00	0
<b>THORNTON LITTLE THEATRE</b>			
<b>Non Commercial Charges/ Community Rates (Stage Shows, Concerts etc)</b>			



	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
<b>Monday to Sunday</b>			
Full Day and Evening (08:00 to 23:00)	500.00	500.00	Y
Mornings (08:00 to 13:00)	160.00	160.00	Y
Afternoons (13:00 to 17:00)	160.00	160.00	Y
All Day (08:00 to 17:00)	280.00	300.00	Y
Evening (17:00 to 23:00)	280.00	300.00	Y
Additional Hourly Rate (per hour)	40.00	50.00	Y
<b>Additional Performance/Matinee Charge</b>			
Monday to Saturday	240.00	250.00	Y
Sundays/Bank Holidays	500.00	500.00	Y
Additional Staff (per person per hour)	30.00	30.00	Y
Additional Hourly Charge (between 23:00 and 08:00)	50.00	50.00	Y
<b>Commercial Charges (Stage Shows, Concerts etc)</b>			
<b>Monday to Sunday</b>			
Full Day and Evening (08:00 to 23:00)	1,300.00	1,300.00	Y
Mornings (08:00 to 13:00)	400.00	400.00	Y
Afternoons (13:00 to 17:00)	400.00	400.00	Y
All Day (08:00 to 17:00)	650.00	650.00	Y
Evening (17:00 to 23:00)	900.00	900.00	Y
Additional Hourly Rate (per hour)	100.00	100.00	Y
Additional Staff (per person per hour)	50.00	50.00	Y
Additional Hourly Charge (between 23:00 and 08:00)	75.00	75.00	Y
<b>Studio Room</b>			
<b>Session rates am/pm/evening (per session) Non Commercial/ Community Rate</b>			
Half studio room for uses as dressing room (per hour -min 2hrs)	96.00	100.00	Y
	12.00	12.00	Y
<b>Commercial Charges (Other than Stage Shows)</b>			
Session rates am/pm (per session)	120.00	120.00	Y
Session rates evening (per session)	180.00	180.00	Y
<b>Miscellaneous (per hour unless otherwise stated)</b>			
Sales of Show Tickets for Private Hire (commission)	10% of gross	10% of gross plus vat	+
* The hirer must use the technical staff provided by the theatre and in such numbers as required by the Council for stage performances			
<b>Wedding Prices</b>			
Ceremony Monday to Friday	420.00	400.00	Y
Saturday Ceremony	780.00	700.00	Y
Afternoon Ceremony and Reception up to 7pm Monday to Friday	840.00	840.00	Y
Afternoon Ceremony and Reception up to 7pm on Saturday	1,080.00	1,080.00	Y
Afternoon and Evening Receptions Mon-Sat	1,140.00	1,140.00	Y
Afternoon Ceremony followed by Afternoon and Evening Receptions (Mon-Fri)	1,440.00	1,440.00	Y
Afternoon Ceremony followed by Afternoon and Evening Receptions ( Sat)	1,800.00	1,800.00	Y
Evening Reception Only	960.00	960.00	Y
Late Ceremony (after 4pm) followed by Evening Reception (Mon to Sat)	1,200.00	1,200.00	Y
Parties/ Dinners and Other Social Celebrations 7-11pm	from 500.00	from 500.00 POA	+
Funeral Gatherings. 2 hours typical hire.	from 150.00	from 150.00 POA	+
Children's Birthday Parties	from 150.00	from 150.00 POA	+
<b>MARINE HALL</b>			
<b>(Per hour - Minimum 2 hours)</b>			
<b>Non Commercial Charges / Community Rates</b>			
<b>(Stage Shows, Concerts etc)</b>			
Full Day and Evening (08:00 to 23:00)	1,250.00	1,300.00	Y
Mornings (08:00 to 13:00)	400.00	400.00	Y
Afternoons (13:00 to 17:00)	400.00	400.00	Y
All Day (08:00 to 17:00)	700.00	700.00	Y
Evening (17:00 to 23:00)	750.00	800.00	Y
Additional Hourly Rate (per hour)	100.00	100.00	Y
Additional Staff (per person per hour)	30.00	30.00	Y
<b>Commercial Charges (Stage Shows, Concerts etc)</b>			
<b>Monday to Thursday</b>			
Full Day and Evening (08:00 to 23:00)	1,800.00	1,800.00	Y
Mornings (08:00 to 13:00)	600.00	600.00	Y
Afternoons (13:00 to 17:00)	600.00	600.00	Y
All Day (08:00 to 17:00)	1,000.00	1,000.00	Y
Evening (17:00 to 23:00)	1,000.00	1,000.00	Y
Additional Hourly Rate (per hour)	100.00	100.00	Y
Additional Staff (per person per hour)	50.00	50.00	Y
<b>Security Staff Additional. Quotes available</b>			
<b>Marine café/The Waterfront Room/Wyre Bar</b>			
<b>Non Commercial Charges / Community Rates</b>			
8.00 am to 11.00 pm (per hour, minimum 2 hrs)	45.00	50.00	Y
Waterfront & Wyre Bar for use as dressing rooms (per hour - minimum 2hrs)	25.00	25.00	Y
Waterfront or Wyre Bar Funeral (2 hours minimum hire)	from 100.00	from 100.00 POA	Y

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
<b>Commercial Charges</b>			
8.00 am to 11.00 pm (per hour, minimum 2 hour use)	60.00	60.00	Y
<b>Outdoor Performance Area</b>			
<b>Non Commercial Charges/Community Rates</b>			
8.00 am to 11.00 pm	POA	POA	Y
<b>Price on application, dependant on use</b>			
<b>Commercial Charges</b>			
8.00 am to 11.00 pm	POA	POA	Y
<b>Miscellaneous</b>			
Hire of Radio Microphones (per day per microphone)	20.00	POA	+
Extra Whiteboard (per event)	10.00	POA	+
Flip Chart (per event)	10.00	POA	+
Screen Only (per event)	5.00	POA	+
PA Set Up (internal)	POA	POA	+
PA Set Up (external)	POA	POA	+
XGA Data Projector with Screen (per event)	POA	POA	+
Stage extension	POA	POA	+
Catwalk	POA	POA	+
Batteries	0.50	0.50	+
Gaffer tape	10.00	10.00	+
Electricity up to 1Kw	10.00	10.00	+
Electricity above 1Kw	15.00	POA	+
Haze machine (incl liquid)	30.00	30.00	+
Table slip/overlay	2.00	2.00	Y
Additional equipment may be hired in and charged for as requested/required. Please ask if you require any specialist or additional equipment.			
Sale of Show Tickets for Private Hire	10% of gross	10% of gross plus vat	+
Postage Fee for Credit Cards/Handling Charge	n/a	n/a	Y
Postage for tickets posted out to customer	1.00	1.00	Y
Booking Fee (Website and Phone bookings)	1.50	1.50	Y
*The hirer must use the technical staff provided by the theatre and in such numbers as required by the Council for stage performances (minimum crew hire 2)			
<b>Trade Exhibitions, Period Lettings, Promotional packages etc.</b>			
Subject to negotiations with Director of People and Places			
Performing Rights Tariffs will be applied to those events that attract this charge.			
Note: A charge for the provision of Café facilities may be applicable for events (subject to negotiations).			
<b>Food Festival &amp; Christmas Market</b>			
5ft stall	40.00	42.00	Y
10ft stall	80.00	83.00	Y
3x3m stall	100.00	105.00	Y
4.5x3m stall	110.00	115.00	Y
Carboot			
5ft	15.00	20.00	Y
10ft	20.00	25.00	Y
Clothes Rail			
5ft	10.00	12.00	Y
10ft	15.00	18.00	Y
<b>Main Hall</b>			
Ceremony Only (Mon -Fri)	420.00	400.00	Y
Ceremony Only (Saturday)	780.00	700.00	Y
Afternoon Ceremony and Reception up to 7pm Mon-Friday	1,200.00	1,200.00	Y
Afternoon Ceremony and Reception up to 7pm Saturday	1,200.00	1,200.00	Y
Afternoon and Evening Receptions Mon-Sat	1,800.00	1,800.00	Y
Afternoon Ceremony followed by Afternoon and Evening Receptions (Mon-Fri)	2,100.00	2,100.00	Y
Afternoon Ceremony followed by Afternoon and Evening Receptions (Saturday)	2,400.00	2,400.00	Y
Evening Reception Only Mon-Sat	1,200.00	1,200.00	Y
Late Ceremony (4pm onwards) followed by evening reception (Mon -Fri)	1,500.00	1,500.00	Y
Late Ceremony (4pm onwards) followed by evening reception (Saturday)	1,800.00	1,800.00	Y
Assistance with Dressing the room per person per hour	36.00	36.00	Y
<b>New packages are also being developed for Parties &amp; other Social Events</b>			
<b>Please contact the venue for further information and charges.</b>			
<b>MOUNT PAVILION NEW</b>			
Wedding Ceremony (Mon to Fri)	420.00	400.00	Y
Wedding Ceremony (Saturday)	780.00	700.00	Y
Community Hire am/pm/eve session (up to 4 hours) or Minimum of 2 hours hire at hourly rate.		100.00 or 25.00 per hour	Y
Commercial Hire am/pm/eve session (up to 4 hours) or Minimum of 2 hours hire at hourly rate		150.00 or 40.00 per hour	Y
<b>Funeral gathering / Anniversary Celebration or Children's Party (2 hours typical hire)</b>		from 150.00	POA
Lodge Meeting Rooms		POA	Y
<b>Advertising Banners</b>			
Banner space on Thornton Little Theatre building (2 weeks)	60.00	60.00	Y
Promotion - Banner Boards at Thornton Little Theatre and Marine Hall (price per 2 weeks)	60.00	60.00	Y
Larger Banner Sites subject to availability			
Online Media Package for events at Marine Hall and Thornton Little Theatre	180.00	180.00	Y
Press Package for events at Marine Hall and Thornton Little Theatre	144.00	144.00	Y
Print Package for events at Marine Hall and Thornton Little Theatre	240.00	240.00	Y
<b>CEMETERIES</b>			
<b>Interment Fees</b>			
Burial in a grave in respect of which an exclusive right of burial has been granted			
Child stillborn (post 24 weeks pregnant) or not exceeding three years or not taking an adult space	No charge to family when meeting the criteria of the Children's Funeral Fund	No charge to family when meeting the criteria of the Children's Funeral Fund	O
Person whose age at death exceeds three years for interments new and reopen fees. 7'6" 6'0" 4'6"	754.00	762.00	O
Interment of cremated remains	204.00	206.00	O
Scattering of cremated remains	126.00	127.00	O
Public Burial			
Person whose age at death exceeds three years	775.00	783.00	O
<b>Saturday Interments (between 9.00am to 12.30pm)</b>			
Minimum Charge for Burial interment includes standard interment fee	1,626.00	1,642.00	O

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
Minimum Charge for Cremated Remains interment includes standard interment fee	408.00	412.00	O
<b>Grave Spaces</b>			
All cemeteries.			
New grave space for one or two – subject to ground conditions			
Purchase of exclusive right of burial for 50 years -earthen grave (Includes Grant)*	874.00	883.00	O/E
Interment Fee (see above dependant on depth)			
<u>New Baby Garden of Remembrance at Fleetwood and Poulton New Cemetery</u>	No charge to family when meeting the criteria of the Children's Funeral Fund	No charge to family when meeting the criteria of the Children's Funeral Fund	
Purchase of exclusive right of burial for 50 years* (available for under three years of age)	245.00	247.00	O/E
Interment fee (see above)			
<b>Woodland Burials (POULTON NEW CEMETERY)</b>			
Purchase of exclusive right of burial for 50 years (Including tree and planting and Grant)*	1,121.00	1,132.00	O/E
Interment Fees see above			
*VAT exempt if bought in advance			
<b>Reservation of Cremated Remains Section</b>			
Fleetwood Cemetery - Cremated Remains Section			
Purchase of exclusive rights of burial for 50 years (for the right to inter up to 6 caskets) *	397.00	401.00	O/E
Interment Fee (see above)			
Fleetwood Cemetery - Garden of Remembrance Section			
Exclusive rights for scattering for 50 years	277.00	280.00	O
Scattering fee (see above)			
Preesall and Poulton New Cemetery - Cremated Remains Section			
Purchase of exclusive right for burial for 50 years (for the right to inter up to 4 caskets)*	303.00	306.00	O/E
Interment fee (see above)			
Fleetwood Cemetery Columbarium			
For the right to deposit the cremated remains in a niche for a period of 50 years (up to four caskets) Exempt for VAT if supplied with Memorial Plaque and inscription.	515.00	515.00	no increase as want these to be used rather than ground plots
First inscription charge, removing and refixing tablet 80 letters. Exempt for VAT if supplied with above otherwise Standard Rated.	171.00	171.00	no increase as want these to be used rather than ground plots
Columbarium, Moorland Road Cemetery, Poulton-le-Fylde			
For the right to deposit the cremated remains in a niche for a period of 50 years (up to one casket)	515.00	515.00	no increase as want these to be used rather than ground plots
Second and Subsequent interments	202.00	204.00	O
<b>Vaults or walled Graves</b>			
For the additional right to construct a vault or walled grave to include exclusive Right of Burial	as per contractor cost	as per contractor cost	O
Use of Cemetery Chapel			
Only available at Poulton New Cemetery	206.00	208.00	O
<b>All the above fees are subject to double fees (100%) for non-residents applicable to all persons who reside outside the Borough of Wyre with the exception of Staining Parish Council</b>			
Miscellaneous Charges			
Notice of Interment / Registration	28.00	28.00	O
Transfer/Grant Form	28.00	28.00	O
Late Funerals beyond 20 minutes of booked time	199.00	201.00	O
Change of Coffin size after first notification	199.00	201.00	O
Single Grave Search	23.00	23.00	O
Exhumation of Body (Administrative Fees)	939.00	948.00	O
Exhumation of Body Fees – as Grounds Maintenance			
<b>Memorial Benches/Plaques - Cemetery and Non-Cemetery</b>			
Memorial Bench Scheme (see note)	Ad hoc	Ad hoc	Y
Purchase of memorial name plaque for bench (see note)	Ad hoc	Ad hoc	Y
Note: New benches will be charged on a cost recovery basis and be subject to an admin fee. Memorial plaques added to existing benches will be charged on a cost recovery basis plus a charge linked to the remaining life of the bench and may also attract an admin fee.			
Granite Bench Plaques 7"x5"	302.00	305.00	Y
Memorial Mushroom Plaques	168.00	170.00	E
Sundial and Baby Garden Plaques 10" x 4"	222.00	224.00	Y
8" x 4"	192.00	194.00	Y
7" x 4"	174.00	176.00	Y
Pictures or designs may be added at an additional cost, currently at cost			
<b>CEMETERIES - MEMORIAL</b>			
Miscellaneous Charges			
Day permit for monumental masons from outside the district to operate in Cemeteries managed by the Council and agreed by the supervisor officer per day	126.00	127.00	O
Erection of monument or memorial works without the submission of an application and fee to the Registrar and approval received	479.00	484.00	O
<b>Headstone and Inscription - all lawned sections</b>			
For the right to erect and place a new headstone memorial including inscription (no ornamentation) not exceeding 3'6" in height by 3'0" wide and 4" in thickness.	186.00	188.00	O
Additional charges to be added to the above fee:			
Recumbent headstones - all cemeteries, cremated remains section and Baby Garden of Remembrance (Dimension - 18" by 12")	138.00	139.00	O
Deposit of stone flower vase	103.00	104.00	O
Gardens of Remembrance Tablet Fee	68.00	69.00	O
Permission for additional inscriptions on existing memorials (all sections)	128.00	129.00	O
Columbarium - Moorland Road Cemetery			
First Inscription charge and removing and refixing tablet	150.00	152.00	O
For the right to remove the tablet, cut additional inscription and re-fixing tablet	102.00	103.00	O
Columbarium - Fleetwood Cemetery			
Standard Casket/Urn including nameplate - minimum price	70.00	71.00	Y
Bronze Vase and Holder *inc VAT	45.50	46.00	Y

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
First inscription up to 80 letters £2 per additional letters	171.00	173.00	Y
Additional inscription	144.00	145.00	Y
<b>MARSH MILL</b>			
Marsh Mill Entry/Tour			
Adult	2.00	2.00	Y
Concessionary (age 5 to 16 years (no under 5's able to do a tour)/Senior Citizen)	1.00	1.00	Y
Family (Any party of 3 visitors that includes at least 1 adult & 1 concessionary)	3.50	3.50	Y
Group Booking/Tour – 15 or more	2.50	2.50	Y
School Groups – 15 or more (inc. other children groups e.g. Scouts)	1.50*	1.50*	Y
Evening and Weekday Group Bookings	per head	per head	
*If the visit includes imparting educational instruction the fee will be exempt for VAT			
Marsh Mill Hire Charges			
First Floor/Side Room/Ground Floor (1/2 day)	15.00	15.00	E
First Floor/Side Room/Ground Floor (full day)	27.00	27.00	E
Kiln House Hire (week)	11.00	11.00	E
Kiln House Hire (month)	30.00	30.00	E
Talks, demonstration and workshops entrance to first floor:			
<b>COUNTRYSIDE</b>			
Slide Talks			
Per Group	35.00	35.00	Y
Guided Walks			
Adult	4.50	4.50	Y
Adult half day	3.50	3.50	Y
Concessions full day	3.50	3.50	Y
Concessions half day	2.50	2.50	Y
Special events or activities charged as advertised			
School Visits			
School Groups Charge per head, (inc. other childrens groups e.g. Scouts) - Full day	Ranger led activities with Educational Theme	3.50	3.50
School Group Charge per head, (inc. other childrens groups e.g. Scouts- Half Day	Ranger led activities with Educational Theme	2.50	2.50
<b>WYRE ESTUARY COUNTRY PARK</b>			
Hire of Riverside Room Stanah (no additional services provided)			
-Half day/evening	30.00	30.00	E
-Full Day	50.00	50.00	E
After 5pm evening	40.00	40.00	E
-Additional equipment hire	5.00	5.00	Y
-Commercial Hire - by negotiation	17.00 per hour	17.00 per hour	E
Special events are charged in accordance with Countryside Activities Programme			
School Visits			
School Groups Charge per head, (inc. other childrens groups e.g. Scouts) - Full day	Ranger led activities with Educational Theme	3.50	3.50
School Group Charge per head, (inc. other childrens groups e.g. Scouts- Half Day	Ranger led activities with Educational Theme	2.50	2.50
<b>ROSSALL POINT</b>			
Hire of Rossall Point - (only available when not open to the public)			
-Half day/evening	30.00	30.00	E
-Full Day	50.00	50.00	E
After 5pm evening	40.00	40.00	E
<b>OUTDOOR AMENITY CHARGES</b>			
<u>Bowls - per hour</u>			
Ordinary	3.80	3.80	Y
Junior (up to 16years)/Senior Citizen/ Over 60	2.80	2.80	Y
Annual Contract (VAT exempt only if block booking criteria met)	37.00	37.00	E
Winter Contract (VAT exempt only if block booking criteria met)	23.00	23.00	E
Summer Contract (VAT exempt only if block booking criteria met)	23.00	23.00	E
Seven Day Contract	13.50	13.50	Y
Hire of Green (minimum 2 hours)			
Matches per hour (League Fixtures)	12.50	12.50	Y
Group Hire per hour	12.50	12.50	Y
<b>NB. Fees for hire of bowling Green are only exempt for VAT if they are to a Bona Fide* club if the following criterias is not met VAT will be charged.</b>			
<b>* All the following criteria must be met</b>			
<b>1. Facilities are let exclusively to a school, constituted club or association or an organisation representing an affiliated club</b>			
<b>2. Bookings are for 10 or more sessions</b>			
<b>3. Each session is for the same sport/activity at the same location</b>			
<b>4. The interval between each session is at least 1 day but no more than 14 days</b>			
Crazy Golf			
Adult	3.00	3.00	Y
Junior (up to 16 years)/Senior Citizen/Over 60	2.00	2.00	Y
Pitch and Putt			
Fleetwood - 18 hole Adult	5.00	5.00	Y
Junior (up to 16 years)/Senior Citizen/Over 60	4.00	4.00	Y
Fleetwood - 9 hole Adult	4.00	4.00	Y
Junior (up to 16 years)/Senior Citizen/Over 60	3.00	3.00	Y
Lost Golf Balls	1.00	1.00	Y
<b>NEIGHBOURHOOD SERVICES AND COMMUNITY SAFETY PORTFOLIO</b>			
<b>CAR PARKING - OFF STREET</b>			
Rough Lea Road, Cleveleys -			
Daily 8am – 6pm (Motor car)			
Up to 1 hour	1.00	1.00	Y
Up to 2hrs (Max stay 2hrs)	2.00	2.00	Y
Wyre Residents Disabled Permit Scheme	Up to 3hrs	FREE	FREE

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
Promenade North, Cleveleys - Daily 8am – 6pm (Motor car)			
Up to 1 hour	1.00	1.00	Y
Up to 2hrs	2.00	2.00	Y
<i>Wyre Residents Disabled Permit Scheme Up to 3hrs</i>	FREE	FREE	
Derby Road West, Cleveleys - Daily 8am – 6pm (Motor car)			
Up to 1 hour	1.00	1.00	Y
Up to 2hrs	n/a	n/a	Y
Up to 3hrs	2.00	2.00	Y
2hrs-4hrs	n/a	n/a	Y
Over 4hrs	n/a	n/a	Y
All Day (Transferable between Long stay car parks)	3.50	3.50	Y
<i>Wyre Residents Permit Scheme Up to 2hrs</i>	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
Derby Road East/Slinger Road, Cleveleys - Daily 8am – 6pm (Motor car)			
Up to 1 hour	1.00	1.00	Y
Up to 2hrs	n/a	n/a	Y
Up to 3hrs	2.00	2.00	Y
Over 2hrs-4hrs	n/a	n/a	Y
Over 4hrs – 6hrs	n/a	n/a	Y
Over 6hrs	n/a	n/a	Y
All Day (Transferable between Long stay car parks)	3.50	3.50	Y
<i>Wyre Residents Permit Scheme Up to 2hrs</i>	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
Jubilee Gardens, Cleveleys - Daily 8am – 6pm (Motor car)			
Up to 1 hour	1.00	1.00	Y
Up to 2hrs	n/a	n/a	Y
Up to 3hrs	2.00	2.00	Y
Over 2hrs-4hrs	n/a	n/a	Y
Over 4hrs – 6hrs	n/a	n/a	Y
Over 6hrs	n/a	n/a	Y
All Day	3.50	3.50	Y
<i>Wyre Residents Permit Scheme Up to 2hrs</i>	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
Custom House Lane, Fleetwood - Daily 8am - 6pm (Motor Car)			
Up to 1 hour	1.00	1.00	Y
Up to 2hrs	n/a	n/a	Y
Up to 3hrs	2.00	2.00	Y
Over 2hrs-4hrs	n/a	n/a	Y
Over 4hrs	n/a	n/a	Y
All Day	3.50	3.50	Y
<i>Wyre Residents Permit Scheme Up to 2hrs</i>	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
Albert Street/Church Street, Fleetwood - Daily 8am - 6pm (Motor car)			
Up to 1 hour	1.00	1.00	Y
Up to 2hrs	n/a	n/a	Y
Up to 3hrs	2.00	2.00	Y
Over 2hrs-4hrs	n/a	n/a	Y
Over 4hrs-6hrs	n/a	n/a	Y
Over 6hrs	n/a	n/a	Y
All Day	3.50	3.50	Y
<i>Wyre Residents Permit Scheme Up to 2hrs</i>	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
Hardhorn Road (Wheatsheaf Way), Poulton-le-Fylde - Daily 8am-6pm (Motor car)			
Up to 1 hour	1.00	1.00	Y
Up to 2hrs	n/a	n/a	Y
Up to 3hrs	2.00	2.00	Y
Over 2hrs-4hrs	n/a	n/a	Y
Over 4hrs-6hrs	n/a	n/a	Y
Over 6hrs	n/a	n/a	Y
All Day	3.50	3.50	Y
<i>Wyre Residents Permit Scheme Up to 2hrs</i>	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
High Street, Garstang - Daily 8am - 6pm (Motor car)			
Up to 1 hour	1.00	1.00	Y
Up to 2hrs	n/a	n/a	Y
Up to 3hrs	2.00	2.00	Y
Over 2hrs-4hrs	n/a	n/a	Y
Over 4hrs-6hrs	n/a	n/a	Y
Over 6hrs	n/a	n/a	Y
All Day	3.50	3.50	Y
<i>Wyre Residents Permit Scheme Up to 2hrs</i>	FREE	FREE	
Monthly Season Ticket	See below	See below	Y
<b>Overnight Parking</b>			
All car parks Daily 6pm -8am (18.00- 08.00) Motor Car	2.00	2.00	Y
<b>Season tickets</b>			
Long Stay Car Parks:			
Albert Street, Derby Road East, Derby Road West, Hardhorn Road, High Street, Jubilee Gardens			
1 month	45.00	45.00	Y
3 months	120.00	120.00	Y
6 months	200.00	200.00	Y
12 months	300.00	300.00	Y
Administration fee for change of vehicle			Y
Refund due to change in personal circumstances pro rata based on full months not used.			
<b>Residents Parking Permits</b>			
Biennial Application Fee	30.00	30.00	Y
Replacement Permit		12.00	Y
<b>Penalty Charge Notice</b>			
The higher level penalty charge contravention is £70, with a 50% discount if payment is made within 14 days, the lower level contravention is £50, with a 50% discount if payment is made within 14 days.			O
<b>Parking Dispensations</b>			
Per vehicle per period of up to 7 whole days	25.00	25.00	Y
			if off street
<b>Motorhome Overnight Parking at Fleetwood Central Car Park</b>			
Charge per night (maximum of 3 nights)	5.00	5.00	Y

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
<b>HOUSING</b>			
<b>Private Sector Housing Grant Assistance</b>			
<b>- Charging for professional and technical services</b>			
Applications for *:			
Disabled Facilities Grants	A charge of 15% per approval (based on the amount of grant approved).	A charge of 15% per approval (based on the amount of grant approved).	+
*Charge rate applicable as per date of grant approval			
<b>Housing Act 2004</b>			
Charges for Enforcement Notices - per notice	446.00	448.00	O
<b>Licensing Of Houses In Multiple Occupation</b>			
Initial Licence determination	986.00	991.00	O
(NB. Discounts may be awarded in recognition of specified conditions)			
Additional Service Charges: (charged on a specific case basis)			
Return incomplete/defective application to applicant with letter (additional admin charges will only be applied where the application is returned incomplete a second or further time).	21.60 (+21.60 admin charge)	21.70 (+21.70 admin charge)	O
Reprocessing form after amendments received.	21.60 (+21.60)	21.70 (+21.70)	O
Additional cost where landlords fail to respond within 28 days to justified requests for an application, renewal OR information required in respect of incomplete applications.			O
	(+21.60)	(+21.70)	
Revisit where no access gained previously.	34.60 (+21.60)	34.75 (+21.70)	O
Assisted application – Full assistance provided in making the application, measuring rooms, drawing sketch plans, etc.	246.00 (+21.60)	247.00 (+21.70)	O
Variation of licence.	246.00 (+21.60)	247.00 (+21.70)	O
Such sums as may be necessary to fund the identification, confirmation, inspection and enforcement of licensing requirements. These are to be assessed on a case by case basis, using the hourly rates for the officers appropriate for the tasks undertaken			
Cost of raising an invoice	21.60	21.70	O
<b>UK Entry Visa Housing Inspections</b>			
Charge for inspection and production of report	94.00	94.50	+
<b>Care and Repair Handyperson Service Charge</b>			
Charge per job	10.00	n/a	Y
Charge per hour	n/a	30.00	Y
<b>PLANNING AND ECONOMIC DEVELOPMENT PORTFOLIO</b>			
<b>DEVELOPMENT CONTROL</b>			
Location Plans			
Ordnance Survey fee - initial charge	10.00	10.00	Y
Pre Application Discussions			
Major applications			
-initial meeting	See following fee schedule	See following fee schedule	Y
-follow up meeting	See following fee schedule	See following fee schedule	Y
Significant Major applications			
-initial meeting	See following fee schedule	See following fee schedule	Y
-follow up meeting	See following fee schedule	See following fee schedule	Y
<b>BUILDING CONTROL</b>			
Supply of non-standard data and information (including responding to Solicitor's enquiries)	70.00 per hour (MIN 70.00)	70.00 per hour (MIN 70.00)	Y
Building Regulations Confirmation Letter	70.00	70.00	Y
Administration fee for withdrawing an application and charges	70.00	70.00	Y
Reopen Archived Applications	70.00	70.00	Y
Copy of Completion Certificates	25.00	25.00	Y
Copy of Decision Notice	25.00	25.00	Y
<b>High Hedge Applications</b>	480.00	482.00	E
<b>Tree Preservation Order</b>	At Cost	At cost	Y
<b>MARKETS</b>			
<b>Fleetwood Market</b>			
Administration fee re new lease for indoor stall	50.00	50.00	E
Change of Use Fee	30.00	30.00	E
Assignment Fee	100.00	100.00	E
Outside market rentals			
Summer - June to October (per day)			
Tuesday	18.50	18.50	E
Thursday	16.50	16.50	E
Friday	16.50	16.50	E
Saturday	17.50	17.50	E
Any trader opening a FOOD stall all 4 days June to Oct will be charged	48.00	48.00	E
Any trader opening any other non food stall all 4 days June to Oct will be charged	50.00	50.00	E
Winter - November to May (per day)			
Winter- November to May (per day)			
Tuesday	9.00	9.00	E
Thursday	9.00	9.00	E
Friday	9.00	9.00	E
Saturday	9.00	9.00	E
Any trader opening his stall all 4 days Nov-May will be charged	28.00	28.00	E
Any trader opening his stall 3 days Nov - May will be charged	23.00	23.00	E
Reduction's negotiable to local producer groups in first year.			
<b>Outdoor Fresh Produce Kiosks <u>NEW</u></b>			
Single Units	70.00 per week Intro offer	70.00 per week Intro offer	
Double Unit	100.00 per week Intro offer	100.00 per week Intro offer	
Hire of gazebo per day	5.00	5.00	Y

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
<b>Poulton Market</b>			
Summer - April to September	26.00 for 3 metres linear frontage	26.00 for 3 metres linear frontage	O
Winter - October to March	16.00 for 3 metre linear frontage	16.00 for 3 metre linear frontage	O
Additional frontage charged per metre	5.00 per metre	5.00 per metre	O
<b>Cleveleys Market</b>			
Summer - April to September	26.00 for 3 metres linear frontage	15.00 for 3 metres linear frontage	O
Additional frontage charged per metre	5.00 per metre	5.00 per metre	
<b>Market House Studios NEW</b>			
Charges per calendar month based on size and facilities. Introductory fees applicable to 31/03/21, subject to rent review	n/a	NEW POA	
Commercial Average Introductory	n/a	85p per sqft per month	
Non Commercial Average Introductory	n/a	50p per sqft per month	
Commercial Average Standard	n/a	£1.00 per sqft per month	
Non Commercial Average Standard	n/a	66p per sqft per month	
<b>ESTATES</b>			
Use of land for funfair - per operational day up to 14 rides/stalls	350.00	350.00	E
Additional ride/stall per day	50.00	50.00	E
Use of land for funfair to support galas	250.00	250.00	E
Use of land for circus - per operational day	400.00	400.00	E
Use of land licence agreement	50.00	50.00	E
Call out fee	50.00	50.00	Y
Other commercial events to be charged as appropriate with an event minimum of £50 per day	to be reviewed upon request	to be reviewed upon request	E
Use of land for funfair - non operations per day	75.00	75.00	E
Extra cleaning/damage to property/land	Subject to quotation	Subject to quotation	O
Cancellation within 7 working days before the event	30% of the total fee of the event	30% of the total fee of the event	O
Cancellations made within 3 working days before the event	100% of the total fee for the event	100% of the total fee for the event	O
<b>FILMING</b>			
Administration fee for licence (Students/Registered Charities)	51.00	51.00	Y
Administration fee for licence (commercial)	102.00	102.00	Y
Late notice fee (less than 48 hours)	153.00	153.00	Y
Use of land/building to be charged as appropriate with a minimum of £100 per day	to be reviewed upon request	to be reviewed upon request	Y
<b>BUTTS CLOSE</b>			
Administration fee for new Lease	153.00	153.00	E
Administration fee for early termination of the Lease	204.00	204.00	E
<b>SKIPPOOL CREEK</b>			
Administration fee for new Licence	61.00	61.00	E
Administration fee for assignment of Licence	61.00	61.00	E
<b>ALLOTMENTS</b>			
Administration fee for drawing up agreement	51.00	51.00	E
<b>Wyred Up Membership</b>			
Wyre Business Awards Tickets	60.00	60.00	Y
<b>RESOURCES PORTFOLIO</b>			
<b>N.B. Building Control/Estates/Filming/Butts Close/Skipool Creek and Allotments fees have been included within the above Planning and Economic Portfolio to avoid splitting between that and Resources Portfolio.</b>			
<b>MOT Test Centre</b>			
Standard vehicle compliance test (includes MOT)	40.00	40.00	O
First re-test after failure of above	Free	Free	O
Further re-tests following failure of free re-test	40.00	40.00	O
Inspection and testing of horse drawn carriage	40.00	40.00	O
Standalone testing of taxi meters	5.00	5.00	O
Release following a Council or Police issued stop notice (during standard operating hours)	5.00	5.00	O
Release following a Council or Police issued stop notice (at weekends or over bank holidays)	45.00	45.00	O
Vehicle compliance test carried out on a Saturday morning	80.00	80.00	O
Local taxi licensing checks for temporary replacement vehicles	25.00	25.00	O
<b>LEGAL FEES</b>			
<b>LAND &amp; PROPERTY</b>			
<b>Sales</b>			
Sale of Land	Minimum £562 or 1% - 3% of sale price, depending on complexity	Minimum £565 or 1% - 3% of sale price, depending on complexity	E
Sale of Land with Overage	Minimum £963 or 1% -3% of sale price depending on complexity	Minimum £968 or 1% -3% of sale price depending on complexity	E
Sale of POS Land	Minimum £536 or 1%-3% of sale price depending on complexity	Minimum £539 or 1%-3% of sale price depending on complexity	E
Sale of land/property at auction	Min £750 or 1%-3% of sale price plus advertisements and disbursements	Min £754 or 1%-3% of sale price plus advertisements and disbursements	E
Transfer of POS to the Council	Minimum £646 plus disbursements	Minimum £650 plus disbursements	E
Sale of a Garden Plot	Minimum £254 rising on complexity	Minimum £255 rising on complexity	E
Sale of a Garden Plot with Overage	Minimum £646 rising on complexity	Minimum £650 rising on complexity	E
<b>Leases</b>			
Short Lease of Whole	Minimum £406 rising on complexity	Minimum £408 rising on complexity	E
Short Lease of Part	Minimum £484 rising on complexity	Minimum £487 rising on complexity	E

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
Long Lease of Whole	Minimum £516 rising on complexity	Minimum £519 rising on complexity	E
Long Lease of Part	Minimum £589 rising on complexity	Minimum £592 rising on complexity	E
Underlease of Whole	Minimum £516 rising on complexity	Minimum £519 rising on complexity	E
Underlease of Part	Minimum £589 rising on complexity	Minimum £592 rising on complexity	E
Surrender of Lease	Minimum £349 rising on complexity	Minimum £351 rising on complexity	E
Renewal of Lease	Minimum £349 rising on complexity	Minimum £351 rising on complexity	E
Croft Court Lease	£240 (£187 renewal)	£241 (£188 renewal)	E
Assignment of Lease	Minimum £265 rising on complexity	Minimum £266 rising on complexity	E
Assignment of Beach Bungalow Lease	£140 (plus £26 Notice of Assignment fee)	£141 (plus £26 Notice of Assignment fee)	E
Deed of Variation to Lease	Minimum £349 rising on complexity	Minimum £351 rising on complexity	E
Deed of Covenant release	Minimum £459 rising on complexity	Minimum £462 rising on complexity	E
Bowling Green Management Agreements	130.00	131.00	E
<b>Licences</b>			
Licence to Assign	Minimum £265 rising on complexity	Minimum £266 rising on complexity	E
Licence to Assign with AGA	Minimum £511 rising on complexity	Minimum £514 rising on complexity	E
Licence to carry out alterations (Residential)	162.00	163.00	E
Licence to carry out works	Minimum £162 rising on complexity	Minimum £163 rising on complexity	E
Licence to assign combined with alterations/change of use	Minimum £322 rising on complexity	Minimum £324 rising on complexity	E
Licence to assign combined with alterations/change of use plus AGA	Minimum £500 rising on complexity	Minimum £503 rising on complexity	E
Licence to underlet	Minimum £375 rising on complexity	Minimum £377 rising on complexity	E
Licence to underlet with alterations/change of use	Minimum £427 rising on complexity	Minimum £429 rising on complexity	E
Grazing Licences	140.00	141.00	Z
Building Licence			
<b>MISCELLANEOUS</b>			
Deed of easement/ rights	Minimum £349 rising on complexity	Minimum £351 rising on complexity	E
Change of User	162.00	163.00	E
Letter of consent to assign	66.00	66.50	E
Covenant consents (Residential)	130.00	131.00	E
<b>FOOTPATHS</b>			
Diversion	Minimum £1,073 (plus hourly rate of £52 if protracted) plus advertisement costs and costs of Inquiry (if applicable)	Minimum £1,079 (plus hourly rate of £52 if protracted) plus advertisement costs and costs of Inquiry (if applicable)	O
<b>PLANNING</b>			
S106 Agreements	Minimum £675 rising on complexity	Minimum £679 rising on complexity	O
Variation of Section 106 Agreement	Minimum £580 rising on complexity	Minimum £583 rising on complexity	O
Unilateral Undertaking	Minimum £675 rising on complexity	Minimum £679 rising on complexity	O
<b>COURT</b>			
Attending Court	£63 per hour	£63.50 per hour	O
<b>MISCELLANEOUS</b>			
Copying documents	30 pence per sheet	30 pence per sheet	Y
<b>LOCAL LAND CHARGES</b>			
Local land charge searches (LLC1)	20.00	20.00	O
Local land charge searches (Con 29R)	*77.00	*77.00	+
* Full charge dependent on whether LLC1 or Con 29			
N.B. For further breakdown of the fees for individual questions within CON29 refer to our website www.wyre.gov.uk under the heading Land Charges.			
<b>ROOM HIRE CIVIC CENTRE</b>			
<b>Council Chamber</b>			
Monday-Friday			
Morning/Afternoon Session (up to 4 hrs)	115.00	115.00	E
All day	231.00	231.00	E
Evening (to 10pm)	173.00	173.00	E
Evening (to 11.30pm)	231.00	231.00	E
Commercial Rate	441.00	441.00	E
<b>Members' Lounge</b>			
Monday-Friday			
Morning/Afternoon Session (up to 4 hrs)	105.00	105.00	E
All day	205.00	205.00	E
Evening (to 10pm)	147.00	147.00	E
Evening (to 11.30pm)	205.00	205.00	E
Commercial Rate	441.00	441.00	E
<b>Committee Rooms / Training Room / Meeting Room</b>			
Monday-Friday			
Morning/Afternoon Session (up to 4 hrs)	53.00	53.00	E
All day	105.00	105.00	E
Evening (to 10pm)	79.00	79.00	E
Evening (to 11.30pm)	105.00	105.00	E
Commercial Rate	441.00	441.00	E
<b>Civil Ceremonies</b>			
Monday to Friday	330.00	330.00	Y
Saturday	650.00	650.00	Y
<b>Premium Rate for Weekends (Any Rooms except for Civil Ceremonies)</b>			
Saturday	767.00	767.00	E



	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
Sunday/Bank Holiday	997.00	997.00	E
<b>Members' Lounge</b>			
Supplement for use with another room			
Monday - Friday	68.00	68.00	E
Saturday	89.00	89.00	E
Sunday/Bank Holiday	126.00	126.00	E
<b>Notes:</b>			
1. Rates can vary dependant on use, please enquire.			
2. Commercial use is defined as being "in pursuance of a commercial, profit making venture"			
3. Refreshments are not included in the above prices			
4. Food and drink is not permitted in the Council Chamber			
<b>STREET NAMING AND NUMBERING</b>			
<b>Application Type</b>			
House name added/renamed	25.00	25.00	O
House renumbered	25.00	25.00	O
Naming of New Street	100.00	100.00	O
Development of 1-5 plots	25.00 per plot	25.00 per plot	O
Development of 6-10 plots	20.00 per plot	20.00 per plot	O
Development of 11-50 plots	15.00 per plot	15.00 per plot	O
Development of 50+ plots	10.00 per plot	10.00 per plot	O
Changes in development after initial notification	Charges individually assessed but minimum charge of £125 plus signage costs	Charges individually assessed but minimum charge of £125 plus signage costs	O
Renaming of Street at resident's request	500.00	500.00	O
Signage costs are in addition to the fees quoted above and will be assessed on an individual basis depending on the requirements. All fees and charges are generally Outside Scope for VAT purposes with the exception of name plate installation costs on new developments and on any number/name plates supplied to individual properties which would be subject to VAT.			
<b>MISCELLANEOUS</b>			
Byelaws (non-discretionary)			
purchase of the document(fee as per Act)	as per Act	as per Act	O
Statement of Accounts			
purchase of the document			
individuals and charities	10.00	10.00	O
commercial organisations	20.00	20.00	O
Photocopy per side of any document that can be inspected			
Black & white - A4	0.30	0.30	Y
Black & white - A3	0.60	0.60	Y
Black & white - A2	1.20	1.20	Y
Black & white - A1	2.40	2.40	Y
Black & white - A0	4.80	4.80	Y
Colour - A4	0.40	0.40	Y
Colour - A3	0.80	0.80	Y
Colour - A2	1.80	1.80	Y
Colour - A1	3.60	3.60	Y
Colour - A0	7.20	7.20	Y
Data Protection			
Charging for Subject Access Requests are not permitted in most cases under the newly introduced General Data Protection Regulations. However, where the request is manifestly unfounded or excessive a "reasonable fee" for the administrative costs of complying with the request may be levied.			
Further copies of data following a request will be charged for to cover administrative costs.			
<b>STREET SCENE AND PARKS AND OPEN SPACES PORTFOLIO</b>			
<b>PUBLIC CONVENIENCES</b>			
- fee for use of new & refurbished toilets	0.30	0.30	O
(excludes urinals/disabled toilets with radar access)			
- Radar Key	6.00	6.00	Y
Open cubicle access for non profit community event	by negotiation	by negotiation	
<b>DOG WELFARE</b>			
Stray Dogs			
Stray dog handling fee incl statutory government levy	90.00	90.00	O
Kennel fee additional charge per day	8.50	8.50	O
<b>DOMESTIC REFUSE - BULKY ITEMS</b>			
Up to 3 items*	20.00	20.00	O
Additional items – per item*	7.00	7.00	O
* A 10% discount applies dependant on eligibility to customers in receipt of Local Council Tax Support.			
<b>DOMESTIC REFUSE - GREEN WASTE</b>			
Single year subscription - 1 x wheeled green domestic size waste bin collection	30.00 direct debit / 35.00 by other means	35.00	O
Additional wheeled green waste bin collection - per annum	25.00	30.00	O
Administration fee for production and delivery of replacement sticker	6.00	6.00	O
<b>Delivery/Admin Fee for provision of standard suite of waste and recycling containers per new property</b>			
Fee to developer per property inclusive of green bin when subscribe to green waste collection <b>OR</b>	92.00	92.00	+
Fee to new home inclusive of green bin when subscribe to green waste collection	92.00	92.00	O
Fee for standard suite excluding green bin for new homeowner	69.00	69.00	O
Fee for standard suite excluding green bin for property developer	69.00	69.00	+

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
Fee to replace stolen/missing/damaged bin	23.00	0/23 (Council reserves the right to charge if damaged owing to misuse or if replacements requested more frequently than every 7 years as per September 2020 Portfolio Holder Report)	O
Non standard container new and replacement (stolen/missing/damaged bin inc.fair wear and tear)	At cost plus 10% administration	At cost plus 20% administration	+
<b>Street Cleansing</b>			
Recovery of collection and disposal costs from fly tipping incidents	At cost plus 10% administration	At cost plus 10% administration	O
Small Fly tipping Offences( See Fixed Penalty section)			
Ad Hoc Private Work	quote basis	quote basis	+
<b>Grounds Maintenance</b>			
Ad Hoc Private Work	quote basis	quote basis	+
<b>FLEETWOOD MEMORIAL PARK</b>			
Hire of Pavilion			
-Half Day	30.00	30.00	E
-Full Day	50.00	50.00	E
After 5pm evening	40.00	40.00	E
-Commercial Hire - by negotiation	17.00 per hour	17.00 per hour	E
Parks Development Officer Activities		Variable depending on activity but costs will be recovered	
<b>LEISURE DEVELOPMENT</b>			
Services provided by Fylde Coast YMCA on behalf of Wyre Borough Council			
VAT, if appropriate is included in the charges, but will not be charged if all the following conditions apply:-			
1.Facilities are let exclusively to a school,constituted club or association or an organisation representing an affiliated club			
2.Bookings are for 10 or more sessions			
3.Each session is for the same sport/activity at the same location			
4.The interval between each session is at least 1 day but no more than 14 days			
<b>Playing Fields</b>			
Sport e.g. Football, Rugby etc – per pitch including changing rooms where available, King George V Fleetwood,			
King George's Fields Thornton, Cottam Hall Poulton, Civic Centre			
Senior			
- Casual	34.00	34.00	Y
- Season (per Team)	343.00	345.00	E**
Junior			
- Casual	16.00	16.00	Y
- Season (per Team)	172.00	173.00	E**
Hire of Fields, per day - other use (excluding funfair/circus, listed separately)			
King George V, Fleetwood	144.00	145.00	Y*
King George's, Thornton	144.00	145.00	Y*
Cottam Hall, Poulton	144.00	145.00	Y*
Memorial Park Fleetwood	144.00	145.00	Y*
Preesall Playing Field, Preesall	144.00	145.00	Y*
Jubilee Gardens, Cleveleys	144.00	145.00	Y*
Bourne Way, Thornton	144.00	145.00	Y*
Changing Rooms- Training only - King George V Fleetwood, King George's Fields Thornton, Cottam Hall, Poulton	16.00	16.00	Y
<b>Cricket - Cottam Hall, Poulton</b>			
Day	34.00	34.00	Y
Evening	27.00	27.00	Y

	2020/21 Fees and Charges	2021/22 Fees and Charges	VAT
Season (alternate Saturday)	316.00	318.00	E**
ALL CHARGES FOR FOOTBALL AND CRICKET ARE DOUBLE FOR NON-RESIDENTS			
* VAT exempt if hired for non-sports use. ** VAT exempt if block booking criteria met			

This page is intentionally left blank