



Portfolio Holder Decisions

Review of Fees and Charges 2020/21

1. **Review of Fees and Charges 2020/21** (Pages 3 - 30)

Report of the Chief Executive, Corporate Director Environment,
Corporate Director Communities and Corporate Director Resources
and Section 151 Officer

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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>Garry Payne, Chief Executive, Mark Billington, Corporate Director Environment, Marianne Hesketh, Corporate Director Communities, Clare James, Corporate Director Resources and Section 151 Officer</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>5 December 2019</p>

Review of Fees and Charges 2020/21

1. Purpose of report

- 1.1 To confirm the proposed fees and charges for the 2020/21 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 2020/21 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 16 October 2019.

- 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. All staff have received commercialisation training to improve their skills and build on 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.

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). It is proposed to maintain all fees at current levels.

Public health pest control treatments in apartment blocks are notoriously challenging. To encourage treatment and incentivise appropriate reporting, This report seeks to amend the current Scheme of Delegation to allow

Directors to discount fees and charges in limited circumstances in consultation with the relevant Head of Service. This delegation already exists for some Directors and the Senior Solicitor but it is considered appropriate to apply this consistently.

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. Although not previously included in the Fees and Charges document, for completeness these are now included.

5.1.2 Food Safety Services

It is proposed to introduce charges for 'Safer Food Better Business' packs following withdrawal of funding from central government. The 'Safer Food Better Business' pack (which consists of a ring bound food safety management system) at £12 and a 'Safer Food Better Business Diary' at £3 to reflect the cost of purchasing these packs online.

To reflect inflationary increases, the Food Export Certificate charge will increase from £55 to £56, with additional copies increasing from £5 to £5.15.

Ship Sanitation Certificates, in terms of gross tonnage fees, are set nationally and fees are set to change across the majority of categories as per the attached Appendix 1. It is also proposed to delete the line for the category up to 3,000 tonnes.

The full copy of the Public Food Register will increase 3% from £1,288 to £1,325. 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 attract a £32 per hour charge (inclusive of admin, travel time and time on site) plus 52p per mile mileage allowance. Laboratory costs will also be chargeable on a cost recovery basis. This compares with the current scheme which charges £31 per hour up to a maximum of £500 for risk assessments (the first hour of which is free), whilst current private water supply sampling will be charged at cost plus £50 admin fee.

5.1.3 Contaminated Land

It is proposed to charge £50 per half hour for the first hour of each contaminated land enquiry. This follows feedback indicating the majority of cases were conducted in less than half an hour and the existing £100 charge for the first hour was considered high.

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

Fees and charges are proposed to remain at the same level for Marine Hall.

The sole change to proposed fees and charges at Thornton Little Theatre is for advertising banner space on the building (two weeks) where it is recommended that the price increases from £40 to £50.

5.1.6 Cemeteries

In 2018/19 the cemetery service generated a small deficit (£16,107) and the current approach is to aim to run the service on a break-even basis. Therefore it is proposed to increase the majority of fees by approximately 1%, with the following exceptions:

- It is proposed to delete the line for any etched or coloured illustration, photo plaque, ornamentation or design works etc. other than the normal inscription on any memorial as this is no longer required;
- Following the introduction of the Children's Funeral Fund (CFF) for England, it is proposed that the lines for 'child stillborn' or 'child under one month' and 'child between one month and under seven years' are abolished. The CFF will allow authorities to submit a claim based on cost recovery. Claims will be made via the gov.uk website.

5.1.7 Marsh Mill

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

5.1.8 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.

5.1.9 Outdoor Amenity Charges

New fees for bowling were introduced in February 2016 after consultation with bowling clubs and no increase is proposed this year.

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 Housing Renovation Grants.

5.2.1 Car Parking

Residents' car parking permit fees will change in 2020/21 to a biennial fee of £25. The new permit will allow residents to park for up to three hours parking on long stay car parks, an increase on the current two hour limit.

Existing Permits purchased within the financial years 2018/19 and 2019/20 will be exchanged for a new permit at nil cost to the resident provided they are returned within the first twelve months' operation of the new scheme. Beyond this the new fee would apply.

The number of Blue Badge parking spaces will be increased owing to the extension of the criteria for the scheme. From April 2020 car park fees and charges will be applicable to all blue badge spaces but the new Residents Parking Permit will be available for use by Blue Badge Holders to park within designated spaces on both long stay and the short stay car park at Rough Lea Road, Cleveleys. This flexibility will only apply to Blue Badge Holders. No other permits will be usable on short stay car parks as per the current scheme.

5.2.2 Housing

It is proposed to increase enforcement notices, Houses in Multiple Occupation licences and UK entry visa housing inspection report charges by CPI. No changes are proposed in relation to the care and repair handyperson service in 2020/21.

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. Fees for written advice only in full form have been reduced from £510 to £350 to reflect the level of resources used and the cost of providing the service and also to encourage further requests for written advice as at present most requests are for meetings. Fees for proposals in outline form have also been lowered from £510 to £300 to reflect the reduced time required to assess such proposals and to encourage additional requests.

A new fee of £25 has been introduced to deal with requests for confirmation as to whether Permitted Development rights have been removed as at present this service is not paid for but does take up officer time.

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

Some fee levels have changed to reflect different levels of resources required to deal with requests. Meeting follow-up fees have changed from specific, prescribed, levels based upon the development type and category to a generic charge of half the fee paid for the initial meeting.

There is a new fee category for Reserved Matters applications as this was not in the fee schedule previously but we have had a significant interest from developers to discuss such proposals at pre-application stage.

5.3.2 Building Control

Increases are proposed across each of the following areas:

- Supply of non-standard data and information (including responding to Solicitor's enquiries) – from £60 per hour minimum to £70 per hour minimum;
- Building Regulations Confirmation Letter – from £50 to £58.33;
- Administration fee for withdrawing an application and charges – from £50 to £58.33;
- Reopen Archived Applications – from £50 to £58.33;
- Copy of Completion Certificates – from £16.67 to £20.83;
- Copy of Decision Notice – from £16.67 to £20.83.

Building Regulations charges have been increased across the board (for the first time in 10 years) to recover the cost of Building Control service as detailed in the Building (Local Authority Charges) Regulations 2010 which 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 maintain the outdoor market fees at Poulton and Cleveleys at current levels recognising the difficult economic climate. The exception to this is Fleetwood Market where it is proposed to increase the charge made to any trader opening a food stall four days per week between June and October from £40 to £48.

5.3.4 Estates

It is proposed to maintain funfair fees and charges for 2020/21. A new line, however, has been added to clearly distinguish between the funfairs used to support galas and those who operate at times outside gala festivities. For those funfairs operating to support the galas, the charge of £220 (for three days) is recommended to increase to £250.

It is proposed to increase filming charges by CPI, such that late notice fees will increase from £150 to £153. Administration licence fees are proposed to increase from £50 to £51 for students/registered charities and from £100 to £102 for commercial licences.

For Butts Close it is proposed that the fees for administration for assigning fees and renewal of a lease be removed with immediate effect as we are not permitted to assign a lease or renew a lease for protected tenancies. Unprotected tenancies are to be charged the new lease fee of £153, up from £150. It is proposed to increase the administration fee for early termination of lease from £200 to £204.

An increase of £1, from £60 to £61, is proposed for the administration of fees for new licences and assignment of a licence at Skippool Creek. Similarly, administration fees for drawing up allotment agreements are proposed to increase from £50 to £51.

5.3.5 Wyred Up

The price of a ticket for the Wyre Business Awards is proposed to increase from £41.67 to £50 in order to cover costs and be comparable with the prices charged at similar events elsewhere.

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 2018/19, there were 301 MOT customers against a target of 400. Options for additional promotion of the service are being explored.

5.4.2 Legal Fees

The authority to determine charges for the recovery of legal costs is delegated to the Head of Finance. It is proposed to increase all fees by September CPI (1.7%) with the exception of s106 agreements and

unilateral undertakings which will increase to £675 (currently £635) and variations of s.106s to £580 (currently £527).

5.4.3 Land Charges

The determination of fees and charges for Local Land Charges is delegated to the Head of Finance. 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

To reflect increasing costs, it is proposed to increase the charge for a radar key from £4.17 to £5.

5.5.2 Dog Welfare

No change to stray dogs’ fees is proposed.

5.5.3 Domestic Refuse – Bulky Items

The service is generally cost neutral with income covering the expenditure (in 2018/19 the service made a small net surplus of £2,776). The contract with Blackpool Council has recently been renewed. It is recommended that the service remains competitively priced so that people are encouraged to use it (and not fly tip) and as such fees are proposed to increase only marginally from £19.50 to £20.00 for up to three items and from £6.50 to £7.00 for each additional item thereafter. This is to cover third party contract price increases and still represents a highly competitive rate for the quality of service and is mid-price across the county.

5.5.4 Green Waste

Green waste subscription fees were considered separately in the Street Scene, Parks and Open Spaces Portfolio Holder report on 3 October 2019.

The sticker replacement fee charge, including administration and delivery, is proposed to increase from £5 to £6.

5.5.5 Provision of Standard Suite of Waste Recycling Containers-New Properties/ Replacement Containers

It is proposed to increase the fees payable by homeowners and developers for the standard suite including green bins from £66 to £92. The proposed fee for the standard suite excluding the green bin is £69 (up from £56 currently), for both homeowners and developers. The proposed fee increases relate to the new red lidded bin for co-mingled glass, cans and plastics. This charging approach will continue to make a clear distinction when residents do not wish to sign up to the green waste service that a green bin will not be provided. It is also proposed to increase the fee to replace individual new/stolen/missing/damaged bins to £23.

5.5.6 Street Scene

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.

5.5.7 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.

5.5.8 Leisure Development

Further to a benchmarking exercise undertaken with the Association for Public Service Excellence, it is proposed to increase all pitch hire and playing field fees by around 5% to bring charges in line with other neighbouring authorities. This will raise the highest fee from £327 to £343.

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 2 December 2019 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".

Financial and legal implications	
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 12 February 2020.
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.

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

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

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	31/10/2019

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

List of appendices

Appendix 1 - Proposed fees and charges for the 2020/21 financial year

dems/ph/re/cr/19/0012ds2

FEES AND CHARGES 2020/21

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

FEES AND CHARGES 2020/21	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
	£		£		
LEISURE, HEALTH AND COMMUNITY ENGAGEMENT PORTFOLIO					NG
PEST CONTROL					NG
Rodent Control (Not Weekend Service)					NG
Includes 3 revisits (further visits over and above charged at standard rate)					NG
All Callouts will be charged for and no refunds given					NG
Domestic Premises	41.50		41.50	Y	NG
(10% discount to households in receipt of Housing Benefit or Council Tax discount)					NG
Near Neighbour Discount will be offered in line with Wyre Councils Block Treatment Procedures.					NG
Treatment must be prepaid and undertaken on same day no refunds for failure to provide access on agreed days.					NG
10% discount to households in receipt of Housing Benefit or Council Tax discount (not applicable to Block Treatment)					NG
Business Premises					NG
- including materials up to one hour	108.00	3320/93426	108.00	Y	NG
- for every additional half hour or part thereof	54.00		54.00	Y	NG
					NG
Pest/Insect Control (Not Weekend Service)					NG
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					NG
Domestic Premises - per call out and treatment as required (including materials)					NG
Fleas, Cockroaches	62.50		62.50	Y	NG
Wasps, Ants, Beetles – pre-payment	62.50		62.50	Y	NG
Wasps, Ants, Beetles – no pre-payment	72.00		72.00	Y	NG
Business Premises					NG
- per call-out up to one hour (incl. materials)	108.00		108.00	Y	NG
- for every additional half hour or part thereof	54.00		54.00	Y	NG
- minimum charge for call-out (including materials)	108.00		108.00	Y	NG
Disinfection after Infectious Disease – per treatment	108.00		108.00	Y	NG
					NG
Commercial Contract Charges					NG
Small Businesses - Contract 1	362.50		362.50	Y	NG
Medium Businesses - Contract 2	488.00		488.00	Y	NG
Large Businesses - Contract 3	615.00	3320/93473	615.00	Y	NG
All contracts based on 6 visits per annum					NG
Include the treatment of rodents and insects (wasps, ants, bees, fleas and cockroaches)					NG
Exclude the treatment of Pharaohs Ants					NG
Include a free advice service					NG
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					NG
All out of hours work includes travel time from and return to the Council Depot. All prices include materials					NG
Charges for additional contract callouts / out of hours treatments:					NG
Mon-Fri 09:00-17:00hrs per man hour on time accumulated basis	108.00		108.00	Y	NG
Mon-Fri 17:00-22:00hrs per man hour on time accumulated basis	163.50		163.50	Y	NG
Saturday 09:00-17:00hrs per man hour on time accumulated basis	163.50		163.50	Y	NG
Sundays and Public Holidays 09:00-17:00hrs per man hour on time accumulated basis	216.50		216.50	Y	NG
					NG
Pest Control Products*					NG
Insect Powder	4.00		4.00	Y	NG
Flyspray	6.95		6.95	Y	NG
Dethlac	5.00		5.00	Y	NG
Pigeon/Seagull spikes	3.20	3320/93439	3.20	Y	NG
Gutter clips (2)	1.25		1.25	Y	NG
Adhesive	7.45		7.45	Y	NG
Chimney spikes	28.30		28.30	Y	NG
Delivery	1.25		1.25	Y	NG
* These prices are subject to supplier's fluctuation which officers will apply as appropriate.					NG
Commercial Fly Catching equipment (available on order)*					NG
Test to check your current UV Fly Killer	10.50		10.50	Y	NG
Chameleon 1*2 (Sticky Board) Free standing bracket Available - White or Stainless steel Fly Catcher	178.00		178.00	Y	NG
Titan Alpha - Electronic Fly Killer (white)	114.50		114.50	Y	NG
Sunburst (Decorative Sticky Traps)	75.00		75.00	Y	NG
Titan 300 - Electronic Fly killer (available in Stainless steel or white)	220.50		220.50	Y	NG
Delivery	1.25		1.25	Y	NG
					NG
Environmental Permitting Charges	not set up on fees and charges				NG
Application fee					NG
Standard Process (includes solvent emission activities) *	not set up on fees and charges		1,650.00		NG
Additional fee for operating without a permit	not set up on fees and charges		1,188.00		NG
Service Station PVR I / Dry Cleaner	not set up on fees and charges		155.00		NG
Service Station PVR I & II combined	not set up on fees and charges		257.00		NG
Vehicle refinishers & other reduced fee activities *	not set up on fees and charges		362.00		NG
Reduced fee activities: additional fee for operating without a permit	not set up on fees and charges		71.00		NG
Standard Mobile Crushing & Screening Plant (not using a simplified permits): For first and second applications	not set up on fees and charges		1,650.00		NG
For the third to seventh applications	not set up on fees and charges		985.00		NG
For the eighth and subsequent applications	not set up on fees and charges		498.00		NG

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
* 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					NG
Annual Subsistence fee					NG
Standard Process Low	not set up on fees and charges		772 (*+104)		NG
Standard Process Medium	not set up on fees and charges		1161 (*+156)		NG
Standard Process High	not set up on fees and charges		1747 (*+207)		NG
Service Station PVR I/Dry Cleaner - Low / Medium / High	not set up on fees and charges		79 / 158 / 237		NG
Vehicle refinishers & other reduced fee activities - Low / Medium / High	not set up on fees and charges		113 / 226 / 341		NG
Standard Mobile Crushing and Screening Plant (not using simplified permits) : For the first and second permit - Low / Medium / High	not set up on fees and charges		626 / 1034 / 1551		NG
For the third to seventh permits - Low / Medium / High	not set up on fees and charges		385 / 617 / 924		NG
For the eighth and subsequent permits - Low / Medium / High	not set up on fees and charges		198 / 314 / 473		NG
Late payment fee	not set up on fees and charges		52.00		NG
* 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.					NG
Transfer and Surrender fee					NG
Standard Process Transfer	not set up on fees and charges		169.00		NG
Standard Process Partial Transfer	not set up on fees and charges		497.00		NG
New operator at low risk reduced fee activity (extra one-off subsistence charge to cover additional risk assessment)	not set up on fees and charges		78.00		NG
Surrender	not set up on fees and charges		No fee		NG
Reduced Fee Process Transfer	not set up on fees and charges		No fee		NG
Reduced Fee Process Partial Transfer	not set up on fees and charges		47.00		NG
Temporary transfer of mobile plant permit: For the first transfer / For repeat transfers following enforcement or warning	not set up on fees and charges		53 / 53		NG
Substantial Change					NG
Standard Process	not set up on fees and charges		1,050.00		NG
Standard Process where substantial change results in a new PPC activity	not set up on fees and charges		1,650.00		NG
Reduced fee activity	not set up on fees and charges		102.00		NG
FOOD SAFETY SERVICES					NG
Food Premises Hygiene re-rating inspection within 1-3 months of application (No guarantee of increased rating)					NG
Online Application	178.00	3272/93487	178.00	O	NG
Offline Application	191.00	3272/93487	191.00	O	NG
Certificates and Booklets					NG
Food Hygiene Books					NG
- Food Hygiene Handbook	At cost	3272/92001	at cost	Z	NG
Safer Food Better Business Pack (food safety management system ring bound & in colour)	not set up on fees and charges		12.00		NG
Safer Food Better Business Diary Pack.	not set up on fees and charges		3.00		NG
Food Export Certificate	55.00	3272/93417	56.00	O	NG
Additional copy of Food Export Certificate	5.00		5.15	O	NG
Ship sanitation Certificate					NG
Gross Tonnage					NG
Up to 3000	n/a	N/A		O	NG
Up to 1000	90.00	N/A	95.00	O	NG
1001-3000	125.00	N/A	130.00	O	NG
3001 - 10000	190.00	N/A	200.00	O	NG
10001 - 20000	245.00	N/A	255.00	O	NG
20001 - 30000	320.00	N/A	330.00	O	NG
Over 30000	375.00	N/A	390.00	O	NG
Water Sample Cost as part of Ship Sanitation certificate process / Follow up sample costs	not set up on fees and charges		35 / 35		NG
Ship water Sample Cost, undertaken at any other time.	not set up on fees and charges		75.00		NG
Legionella sample costs as part Ship Sanitation Certificate process / Follow up sample costs	not set up on fees and charges		72 / 72		NG
Ship Legionella sample cost undertaken at any other time	not set up on fees and charges		100.00		NG
Full copy of Public Food Register (commercially valuable information)	1,288.00	N/A	1,310.00	O	NG
Health and Safety Statement of Fact (for Civil Cases)	N/A	N/A	N/A	O	NG
Charge for the first hour	100.00		100.00	O	NG
Additional hourly rate	38.00		38.00	O	NG
Travel expenses	at cost		at cost	O	NG
FISHERY HYGIENE CHARGES					NG
Fishery Landings					NG
Gross charge for each whole tonne of fish landed:-	1 Euro* per tonne	3272/93412	1 Euro* per tonne	O	NG
Fishery Preparation/Processing Establishments					NG
Gross charge for each whole tonne of fish processed in the establishment	0.5 Euro*per tonne	3272/93410	0.5 Euro*per tonne	O	NG
*Exchange rate fixed at 1 Euro = £0.89103 as at 1st January 2018 in C Series of official journal of the European Communities					NG
PRIVATE WATER SUPPLIES CHARGES (Implementation of – The Private Water Supplies regulations 2008)					NG

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Private water supply risk assessments and monitoring in accordance with the above Regulations	Risk assessments charged at £31 per hour up to a maximum of £500 as prescribed in the Regulations. (The first hour of each Risk Assessment will be free)	3271/93460	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	NG
Private water supply sampling	Private water supply sampling costs will be charged at cost of having the sample analysed plus a £50 administration fee	3271/93460	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	O	NG
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		NG
CONTAMINATED LAND ENQUIRIES	100.00	3282/93446	50 per half hour for first hour; 100 per hour thereafter	Y	NG
Additional hourly rate			38.00		
Travel expenses			at cost		NG
					NG
					NG
LICENSING					NG
ANIMAL WELFARE (Licencing of Activities Involving Animal) Regulation 2018					NG
Animal Boarding application fee - payable on application				O	NG
<u>Licence fees for up to 20 units</u>					NG
Each additional 10 units				O	NG
New - 1 year (incl application fee)				O	NG
2 year (incl application fee)				O	NG
3 year (incl application fee)				O	NG
Renewal - 1 year (incl application fee)				O	NG
2 year (incl application fee)				O	NG
3 year (incl application fee)				O	NG
Re-rating inspection fee				O	NG
Home boarding application fee - payable on application		3341/93240		O	NG
New - 1 year (incl application fee)				O	NG
2 year (incl application fee)				O	NG
3 year (incl application fee)				O	NG
Renewal - 1 year (incl application fee)				O	NG
2 year (incl application fee)				O	NG
3 year (incl application fee)				O	NG
Re-rating inspection fee				O	NG
Dog Creche application fee - payable on application				O	NG
New - 1 year (incl application fee)				O	NG
2 year (incl application fee)				O	NG
3 year (incl application fee)				O	NG
Renewal - 1 year (incl application fee)				O	NG
2 year (incl application fee)				O	NG
3 year (incl application fee)				O	NG
Re-rating inspection fee				O	NG
*Dog Breeding application fee - payable on application				O	NG
<u>Licence fees for up to 5 bitches</u>					NG
Each additional 5 bitches				O	NG
New - 1 year (incl application fee)		3341/93241		O	NG
2 year (incl application fee)				O	NG
3 year (incl application fee)				O	NG
Renewal - 1 year (incl application fee)				O	NG
2 year (incl application fee)				O	NG
3 year (incl application fee)				O	NG
Re-rating inspection fee				O	NG
Selling Pets application fee - payable on application				O	NG
New - 1 year (incl application fee)				O	NG
2 year (incl application fee)		3341/93243		O	NG
3 year (incl application fee)				O	NG
Renewal - 1 year (incl application fee)				O	NG
2 year (incl application fee)				O	NG
3 year (incl application fee)				O	NG
Re-rating inspection fee				O	NG
*Hiring Horses application fee - payable on application				O	NG
<u>Licence fees for up to 20 horses</u>					NG
Each additional 10 horses				O	NG
New - 1 year (incl application fee)				O	NG
2 year (incl application fee)		3341/93244		O	NG
3 year (incl application fee)				O	NG
Renewal - 1 year (incl application fee)				O	NG
2 year (incl application fee)				O	NG

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
3 year (incl application fee)				0	NG
Re-rating inspection fee				0	NG
Train/exhibit animals application fee - payable on application				0	NG
3 year (incl application fee)				0	NG
Zoo licence					NG
6 year		3341/93245		0	NG
4 year				0	NG
Dangerous Wild Animals licence					NG
2 year		3341/93242		0	NG
* plus Vet fees					NG
					NG
GENERAL LICENCES					NG
Skin piercer-premises(tattooists, electrolysists, semi permanent skin colourists and acupuncturists)		3340/93226		0	NG
Second Hand Good Dealer		3340/93231		0	NG
Street Trading Consent		3340/93229		0	NG
Sex Shop		N/A		0	NG
Sexual Entertainment Venue		N/A		0	NG
Scrap Metal Dealer- Mobile Collector				0	NG
Scrap Metal Dealer - Site		3340/93228		0	NG
Scrap Metal Dealer - Variation				0	NG
Scrap Metal Dealer - Re-issue of licence				0	NG
					NG
GAMBLING ACT 2005					NG
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.					NG
Bingo premises					NG
New application				0	NG
Annual fee				0	NG
Provisional Statement New				0	NG
Premises licence fee for holders of Provisional Statements				0	NG
Variation fee				0	NG
Transfer fee				0	NG
Reinstatement of licence				0	NG
					NG
Betting premises					NG
New application				0	NG
Annual fee				0	NG
Provisional Statement New				0	NG
Premises licence fee for holders of Provisional Statements				0	NG
Variation fee				0	NG
Transfer fee				0	NG
Reinstatement of licence				0	NG
					NG
Adult Gaming Centres (AGC)					NG
New Application				0	NG
Annual Fee				0	NG
Provisional Statement New				0	NG
Premises licence fee for holders of Provisional Statements				0	NG
Variation Fee				0	NG
Transfer fee				0	NG
Reinstatement of Licence				0	NG
					NG
Family Entertainment Centre					NG
New Application				0	NG
Annual Fee				0	NG
Provisional Statement New				0	NG
Premises licence fee for holders of Provisional Statements		3346/93234		0	NG
Variation Fee				0	NG
Transfer Fee				0	NG
Reinstatement of Licence				0	NG
					NG
Track					NG
New Application				0	NG
Annual Fee				0	NG
Provisional Statement New				0	NG
Premises licence fee for holders of Provisional Statements				0	NG
Variation Fee				0	NG
Transfer Fee				0	NG
Reinstatement of Licence				0	NG
					NG
Miscellaneous Charges					NG
Fee for a copy of a licence				0	NG
Fee for a notification of change of circumstances				0	NG
					NG
(FEES PRESCRIBED BY STATUTE)					NG
Gambling Act 2005 Permits					NG
Unlicensed Family Entertainmemnt Centre (UFEC) new/renewal				0	NG
Fee to change name on permit-UFEC				0	NG
Fee to copy permit-UFEC				0	NG
Licensed premises gaming machine permit				0	NG
Licensed premises gaming machine permit-annual fee				0	NG
Licensed premises gaming machine permit-variation fee				0	NG
Licensed premises gaming machine permit-transfer fee				0	NG
Licensed premises gaming machine permit-copy permit				0	NG
Licensed premises Notification				0	NG
Club Gaming Permit				0	NG
Club Gaming Permit-fast track				0	NG
Club Gaming Permit-annual fee				0	NG
Club Gaming Permit-Variation				0	NG
Club Gaming Permit-copy permit				0	NG
Club Gaming Machine Permit				0	NG
Club Gaming Machine Permit-fast track				0	NG

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Club Gaming Machine Permit-annual fee				0	NG
Club Gaming Machine Permit-variation				0	NG
Club Gaming Machine Permit-copy permit				0	NG
Prize Gaming Permit-New or renewal				0	NG
Prize Gaming Permit-fee to change name				0	NG
Prize Gaming Permit-copy permit				0	NG
Small Society Lottery Registration-New		3346/93222		0	NG
Small Society Lottery Registration-Annual fee				0	NG
LICENSING ACT 2003					NG
Fees under the Licensing Act 2003 are determined nationally and are prescribed by the Licensing Act 2003 (Fees) Regulations		3344/93225 & 3344/93232			NG
Taxis					NG
Dual Driver licences (3 year duration)-New*				0	NG
Dual Driver licences (3 year duration)-Renewal		3342/93264		0	NG
Dual Driver licences (1 year duration)-Renewal				0	NG
Replacement Driver Badge		3342/93261		0	NG
Private Hire Vehicle		3342/93254		0	NG
Hackney Carriage Vehicle (includes £25 unmet demand surcharge)		3342/93252		0	NG
Private Hire door stickers (pair)		3342/93259		0	NG
Plates (pair)		3342/93257 & 3342/93258		0	NG
Brackets (pair)				0	NG
For Hire Signs		3342/93262		0	NG
Private Hire Operator(5 year duration) 1-10 vehicles				0	NG
Private Hire Operator(5 year duration) 11-20 vehicles		3342/93256		0	NG
Private Hire Operator(5 year duration) 21+ vehicles				0	NG
* Includes knowledge fee					NG
THORNTON LITTLE THEATRE					JR
Non Commercial Charges/ Community Rates (Stage Shows, Concerts etc)					JR
Monday to Sunday					JR
Full Day and Evening (08:00 to 23:00)	500.00		500.00	Y	JR
Mornings (08:00 to 13:00)	160.00		160.00	Y	JR
Afternoons (13:00 to 17:00)	160.00		160.00	Y	JR
All Day (08:00 to 17:00)	280.00		280.00	Y	JR
Evening (17:00 to 23:00)	280.00		280.00	Y	JR
Additional Hourly Rate (per hour)	40.00		40.00	Y	JR
Additional Performance/Matinee Charge					JR
Monday to Saturday	240.00		240.00	Y	JR
Sundays/Bank Holidays	500.00		500.00	Y	JR
Additional Staff (per person per hour)	30.00		30.00	Y	JR
Additional Hourly Charge (between 23:00 and 08:00)	50.00		50.00	Y	JR
Commercial Charges (Stage Shows, Concerts etc)					JR
Monday to Sunday					JR
Full Day and Evening (08:00 to 23:00)	1,300.00		1,300.00	Y	JR
Mornings (08:00 to 13:00)	400.00		400.00	Y	JR
Afternoons (13:00 to 17:00)	400.00		400.00	Y	JR
All Day (08:00 to 17:00)	650.00		650.00	Y	JR
Evening (17:00 to 23:00)	900.00		900.00	Y	JR
Additional Hourly Rate (per hour)	100.00	3043/93604	100.00	Y	JR
Additional Staff (per person per hour)	50.00		50.00	Y	JR
Additional Hourly Charge (between 23:00 and 08:00)	75.00		75.00	Y	JR
Studio Room					JR
Session rates am/pm/evening (per session)Non Commercial/ Community Rate	80.00		80.00	+	JR
Half studio room for uses as dressing room (per hour -min 2hrs)	10.00		10.00	+	JR
Commercial Charges (Other than Stage Shows)					JR
Session rates am/pm (per session)	100.00		100.00	+	JR
Session rates evening (per session)	150.00		150.00	+	JR
Miscellaneous (per hour unless otherwise stated)					JR
Sales of Show Tickets for Private Hire (commission)	10% of gross		10% of gross	+	JR
* The hirer must use the technical staff provided by the theatre and in such numbers as required by the Council for stage performances					JR
Wedding Prices					JR
Per hour (minimum of 12hrs)				+	JR
New (18/19 Wedding packages are new and charges may be subject to change)					JR
Ceremony Monday to Friday	350.00		350.00	+	JR
Saturday Ceremony	650.00		650.00	+	JR
Afternoon Ceremony and Reception up to 7pm Monday to Friday	700.00		700.00	+	JR

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Afternoon Ceremony and Reception up to 7pm on Saturday	900.00		900.00	+	JR
Afternoon and Evening Receptions Mon-Sat	950.00		950.00	+	JR
Afternoon Ceremony followed by Afternoon and Evening Receptions (Mon-Fri)	1,200.00		1,200.00	+	JR
Afternoon Ceremony followed by Afternoon and Evening Receptions (Sat)	1,500.00		1,500.00	+	JR
Evening Reception Only	800.00		800.00	+	JR
Late Ceremony (after 4pm) followed by Evening Reception (Mon to Sat)	1,000.00		1,000.00	+	JR
Parties/ Dinners and Other Social Celebrations 7-11pm	from 500.00		from 500.00	+	JR
Funeral Gatherings. 2 hours typical hire.	from 150.00		from 150.00	+	JR
Children's Birthday Parties	from 150.00		from 150.00	+	JR
MARINE HALL					JR
					JR
					JR
(Per hour - Minimum 2 hours)					JR
Non Commercial Charges / Community Rates					JR
(Stage Shows, Concerts etc)					JR
Full Day and Evening (08:00 to 23:00)	1,250.00		1,250.00	Y	JR
Mornings (08:00 to 13:00)	400.00		400.00	Y	JR
Afternoons (13:00 to 17:00)	400.00		400.00	Y	JR
All Day (08:00 to 17:00)	700.00		700.00	Y	JR
Evening (17:00 to 23:00)	750.00		750.00	Y	JR
Additional Hourly Rate (per hour)	100.00		100.00	Y	JR
Additional Staff (per person per hour)	30.00		30.00	Y	JR
					JR
Commercial Charges (Stage Shows, Concerts etc)					JR
Monday to Thursday					JR
Full Day and Evening (08:00 to 23:00)	1,800.00		1,800.00	Y	JR
Mornings (08:00 to 13:00)	600.00		600.00	Y	JR
Afternoons (13:00 to 17:00)	600.00		600.00	Y	JR
All Day (08:00 to 17:00)	1,000.00		1,000.00	Y	JR
Evening (17:00 to 23:00)	1,000.00		1,000.00	Y	JR
Additional Hourly Rate (per hour)	100.00		100.00	Y	JR
Additional Staff (per person per hour)	50.00		50.00	Y	JR
Security Staff Additional. Quotes available					JR
					JR
Marine café/The Waterfront Room/Wyre Bar					JR
Non Commercial Charges / Community Rates					JR
8.00 am to 11.00 pm	45.00		45.00	Y	JR
(per hour, minimum 2 hrs)					JR
Waterfront & Wyre Bar for use as dressing rooms (per hour - minimum 2hrs)	25.00		25.00	Y	JR
Waterfront or Wyre Bar Funeral 2 hours minimum hire	from 100.00		from 100.00	Y	JR
					JR
Commercial Charges					JR
8.00 am to 11.00 pm	60.00		60.00	Y	JR
(per hour, minimum 2 hour use)					JR
					JR
Outdoor Performance Area					JR
Non Commercial Charges/Community Rates					JR
8.00 am to 11.00 pm	POA		POA	Y	JR
Price on application, dependant on use					JR
Commercial Charges					JR
8.00 am to 11.00 pm	POA	3040/93604	POA	Y	JR
					JR
					JR
Miscellaneous					JR
Hire of Radio Microphones (per day per microphone)	20.00		20.00	+	JR
Extra Whiteboard (per event)	10.00		10.00	+	JR
Flip Chart (per event)	10.00		10.00	+	JR
Screen Only (per event)	5.00		5.00	+	JR
PA Set Up (internal)	POA		POA	+	JR
PA Set Up (external)	POA		POA	+	JR
XGA Data Projector with Screen (per event)	POA		POA	+	JR
Stage extension	POA		POA	+	JR
Catwalk	POA		POA	+	JR
Batteries	0.50		0.50	+	JR
Gaffer tape	10.00		10.00	+	JR
Electricity up to 1Kw	10.00		10.00	+	JR
Electricity above 1Kw	15.00		15.00	+	JR
Haze machine (incl liquid)	30.00		30.00	+	JR
Table slip/overlay	2.00		2.00	Y	JR
Additional equipment may be hired in and charged for as requested/required. Please ask if you require any specialist or additional equipment.					JR
Sale of Show Tickets for Private Hire	10% of gross		10% of gross	+	JR
Postage Fee for Credit Cards/Handling Charge	n/a		n/a	Y	JR
Postage for tickets posted out to customer	1.00		1.00	Y	JR
Booking Fee (Website and Phone bookings)	1.50		1.50	Y	JR
*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)					JR
Trade Exhibitions, Period Lettings, Promotional packages etc.					JR
Subject to negotiations with Director of People and Places					JR
Performing Rights Tariffs will be applied to those events that attract this charge.					JR
Note: A charge for the provision of Café facilities may be applicable for events (subject to negotiations).					JR
Food Festival & Christmas Market					JR
5ft stall	40.00		40.00	Y	JR
10ft stall	80.00		80.00	Y	JR
3x3m stall	100.00		100.00	Y	JR
4.5x3m stall	110.00		110.00	Y	JR
Carboot					JR
5ft	15.00		15.00	Y	JR
10ft	20.00		20.00	Y	JR
Clothes Rail					JR
5ft	10.00		10.00	Y	JR
10ft	15.00		15.00	Y	JR
Main Hall (18/19 Wedding packages are new and charges may be subject to change)					JR
Ceremony Only (Mon -Fri)	350.00		350.00	+	JR

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Ceremony Only Saturday)	650.00		650.00	+	JR
Afternoon Ceremony and Reception up to 7pm Mon-Friday	1,000.00		1,000.00	+	JR
Afternoon Ceremony and Reception up to 7pm Saturday	1,000.00		1,000.00	+	JR
Afternoon and Evening Receptions Mon-Sat	1,500.00	3040/93612	1,500.00	+	JR
Afternoon Ceremony followed by Afternoon and Evening Receptions (Mon-Fri)	1,750.00		1,750.00	+	JR
Afternoon Ceremony followed by Afternoon and Evening Receptions (Saturday)	2,000.00		2,000.00	+	JR
Evening Reception Only Mon-Sat	1,000.00		1,000.00	+	JR
Late Ceremony (4pm onwards) followed by evening reception (Mon -Fri)	1,250.00		1,250.00	+	JR
Late Ceremony (4pm onwards) followed by evening reception (Saturday)	1,500.00		1,500.00	+	JR
Assistance with Dressing the room per person per hour	30.00		30.00	+	JR
New packages are also being developed for Parties & other Social Events					JR
Please contact the venue for further information and charges.					JR
					JR
Advertising Banners					JR
Banner space on Thornton Little Theatre building (2 weeks)	40.00		50.00	+	JR
Promotion - Banner Boards at Thornton Little Theatre and Marine Hall (price per 2 weeks)	50.00		50.00	+	JR
Larger Banner Sites subject to availability					JR
Online Media Package for events at Marine Hall and Thornton Little Theatre	150.00	3040 and 3043/93405	150.00	+	JR
Press Package for events at Marine Hall and Thornton Little Theatre	120.00		120.00	+	JR
Print Package for events at Marine Hall and Thornton Little Theatre	200.00		200.00	+	JR
					RH/AF
CEMETERIES					RH/AF
Interment Fees					RH/AF
Burial in a grave in respect of which an exclusive right of burial has been granted					RH/AF
Child stillborn (post 24 weeks pregnant) or not exceeding three years or not taking an adult space	176.00	3220/93101	No charge to family when meeting the criteria of the Children's Funeral Fund	O	RH/AF
Person whose age at death exceeds three years for interments new and reopen fees. 7'6" 6'0" 4'6"	747.00	3221/93101	754.00		RH/AF
Interment of cremated remains	202.00	3222/93101	204.00	O	RH/AF
Scattering of cremated remains	125.00		126.00	O	RH/AF
Public Burial					RH/AF
Person whose age at death exceeds three years	767.00		775.00	O	RH/AF
Child stillborn or not exceeding one month	27.00			O	RH/AF
Child over one month but not exceeding seven years	73.00			O	RH/AF
					RH/AF
Saturday Interments (between 9.00am to 12.30pm)					RH/AF
Minimum Charge for Burial interment includes standard interment fee	1,610.00		1,626.00	O	RH/AF
Minimum Charge for Cremated Remains interment includes standard interment fee	404.00		408.00	O	RH/AF
					RH/AF
Grave Spaces					RH/AF
All cemeteries.					RH/AF
New grave space for one or two – subject to ground conditions					RH/AF
Purchase of exclusive right of burial for 50 years -earthen grave (Includes Grant)*	865.00	3220/93104	874.00	O/E	RH/AF
Interment Fee (see above dependant on depth)		3221/93104			RH/AF
New Baby Garden of Remembrance at Fleetwood and Poulton New Cemetery		3222/93104	No charge to family when meeting the criteria of the Children's Funeral Fund		RH/AF
Purchase of exclusive right of burial for 50 years* (available for under three years of age)	245.00		245.00	O/E	RH/AF
Interment fee (see above)					RH/AF
Woodland Burials (POULTON NEW CEMETERY)					RH/AF
Purchase of exclusive right of burial for 50 years (Including tree and planting and Grant)*	1,110.00		1,121.00	O/E	RH/AF
Interment Fees see above					RH/AF
<i>*VAT exempt if bought in advance</i>					RH/AF
Reservation of Cremated Remains Section					RH/AF
Fleetwood Cemetery - Cremated Remains Section					RH/AF
Purchase of exclusive rights of burial for 50 years (for the right to inter up to 6 caskets) *	393.00		397.00	O/E	RH/AF
Interment Fee (see above)					RH/AF
Fleetwood Cemetery - Garden of Remembrance Section					RH/AF
Exclusive rights for scattering for 50 years	274.00		277.00	O	RH/AF
Scattering fee (see above)					RH/AF
Preesall and Poulton New Cemetery - Cremated Remains Section					RH/AF
Purchase of exclusive right for burial for 50 years (for the right to inter up to 4 caskets)*	300.00		303.00	O/E	RH/AF
Interment fee (see above)					RH/AF
Fleetwood Cemetery Columbarium					RH/AF
For the right to deposit the cremated remains in a niche for a period of 50 years (up to four caskets)	510.00	3220/93104/COL	515.00	O/E	RH/AF
Exempt for VAT if supplied with Memorial Plaque and inscription.					
First inscription charge, removing and refixing tablet 80 letters. Exempt for VAT if supplied with above otherwise Standard Rated.	169.00	3220/93105/COL	171.00	E/+	RH/AF
Columbarium, Moorland Road Cemetery, Poulton-le-Fylde					RH/AF
For the right to deposit the cremated remains in a niche for a period of 50 years (up to one casket)	510.00	3222/93104/COL	515.00	O	RH/AF
					RH/AF
Second and Subsequent interments	200.00	3220&3222/93101/COL	202.00	O	RH/AF
					RH/AF
Vaults or walled Graves					RH/AF
For the additional right to construct a vault or walled grave to include exclusive Right of Burial	per contractor cost	3220/3221&3222/93106	as per contractor cost	O	RH/AF
Use of Cemetery Chapel					RH/AF
Only available at Poulton New Cemetery	204.00	3222/93443	206.00	O	RH/AF
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					RH/AF
Miscellaneous Charges					
Notice of Interment / Registration	27.50	93417	28.00	O	RH/AF
Transfer/Grant Form	27.50	93417	28.00	O	RH/AF
Late Funerals beyond 20 minutes of booked time	197.00	93106	199.00	O	RH/AF
Change of Coffin size after first notification	197.00	93106	199.00	O	RH/AF
Single Grave Search	22.50	93106	23.00	O	RH/AF
Exhumation of Body (Administrative Fees)	930.00	93106	939.00	O	RH/AF
Exhumation of Body Fees – as Grounds Maintenance					RH/AF
					RH/AF
Memorial Benches/Plaques - Cemetery and Non-Cemetery					RH/AF

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Memorial Bench Scheme (see note)	Ad hoc	3220/3222/92308	Ad hoc	Y	RH/AF
Purchase of memorial name plaque for bench (see note)	Ad hoc		Ad hoc	Y	RH/AF
Note: New benches will be charged on a cost recovery basis and be subject to an admin fee.					RH/AF
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.					RH/AF
Granite Bench Plaques 7"x5"	299.00		302.00	Y	RH/AF
Memorial Mushroom Plaques	166.00	3220&3222/93105/9661	168.00	E	RH/AF
Sundial and Baby Garden Plaques 10" x 4"	220.00		222.00	Y	RH/AF
8" x 4"	190.00		192.00	Y	RH/AF
7" x 4"	172.00		174.00	Y	RH/AF
Pictures or designs may be added at an additional cost, currently at cost					RH/AF
					RH/AF
CEMETERIES - MEMORIAL					
<u>Miscellaneous Charges</u>					RH/AF
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	125.00	93106	126.00	O	RH/AF
Erection of monument or memorial works without the submission of an application and fee to the Registrar and approval received	474.00	93106	479.00	O	RH/AF
<u>Headstone and Inscription - all lawned sections</u>					RH/AF
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.	184.00	3220/93102	186.00	O	RH/AF
Additional charges to be added to the above fee:		3221/93102			RH/AF
For any etched or coloured illustration, photo-plaque, ornamentation or design works etc. other than the normal inscription on any memorial.	0.00	3222/93102		Ø	RH/AF
Recumbent headstones - all cemeteries, cremated remains section and Baby Garden of Remembrance (Dimension - 18" by 12")	137.00		138.00	O	RH/AF
Deposit of stone flower vase	102.00		103.00	O	RH/AF
Gardens of Remembrance Tablet Fee	67.00		68.00	O	RH/AF
Permission for additional inscriptions on existing memorials (all sections)	127.00	3220&3221&3222/93105/ 9660 &3220&3222/93106/COL	128.00	O	RH/AF
<u>Columbarium - Moorland Road Cemetery</u>					RH/AF
First Inscription charge and removing and refixing tablet	149.00	3222/93105/COL	150.00	O	RH/AF
For the right to remove the tablet, cut additional inscription and re-fixing tablet	101.00		102.00	O	RH/AF
<u>Columbarium - Fleetwood Cemetery</u>					RH/AF
Standard Casket/Urn including nameplate - minimum price	69.00	3220/92308/COL	70.00	Y	RH/AF
Bronze Vase and Holder *inc VAT	45.00	3220/93102/COL	45.50	Y	RH/AF
First inscription up to 80 letters £2 per additional letters	169.00	3220/93105/COL	171.00	Y	RH/AF
Additional inscription	143.00	3220/93105/COL	144.00	Y	RH/AF
					RH/AF
MARSH MILL					
<u>Marsh Mill Entry/Tour</u>					
Adult	2.00			Y	AH
Concessionary (age 5 to 16 years (no under 5's able to do a tour))/Senior Citizen	1.00		2.00	Y	AH
Family (Any party of 3 visitors that includes at least 1 adult & 1 concessionary)	3.50	3020/93005	1.00	Y	AH
Group Booking/Tour – 15 or more	2.50		3.50	Y	AH
			2.50		
School Groups – 15 or more (inc. other children groups e.g. Scouts)	1.50*			Y	AH
Evening and Weekday Group Bookings	per head		1.50*		AH
*If the visit includes imparting educational instruction the fee will be exempt for VAT			per head		AH
					AH
<u>Marsh Mill Hire Charges</u>					
First Floor/Side Room/Ground Floor (1/2 day)	15.00		15.00	E	AH
First Floor/Side Room/Ground Floor (full day)	27.00	3020/93006	27.00	E	AH
Kiln House Hire (week)	11.00		11.00	E	AH
Kiln House Hire (month)	30.00		30.00	E	AH
Talks, demonstration and workshops entrance to first floor:					AH
VISIT WYRE					
I-Bus-	100.00	3173/93604/LP13	remove	+	CS
COUNTRYSIDE					
<u>Slide Talks</u>					
Per Group	35.00		35.00	Y	AB
<u>Guided Walks</u>					
Adult	4.50		4.50	Y	AB
Adult half day	3.50		3.50	Y	AB
Concessions full day	3.50		3.50	Y	AB
Concessions half day	2.50	3131/93010	2.50	Y	AB
Special events or activities charged as advertised					AB
<u>School Visits</u>					
School Groups Charge per head, (inc. other childrens groups e.g. Scouts) - Full day	3.50		3.50	E	AB
Ranger led activities with Educational Theme					
School Group Charge per head, (inc. other childrens groups e.g. Scouts- Half Day	2.50		2.50	E	AB
Ranger led activities with Educational Theme					
WYRE ESTUARY COUNTRY PARK					
<u>Hire of Riverside Room Stanah (no additional services provided)</u>					
-Half day/evening	30.00		30.00	E	AB
-Full Day	50.00		50.00	E	AB
After 5pm evening	40.00	3130/93604	40.00	E	AB
-Additional equipment hire	5.00		5.00	Y	AB
-Commercial Hire - by negotiation	17.00 per hour		17.00 per hour	E	AB
					AB
Special events are charged in accordance with Countryside Activities Programme					AB
<u>School Visits</u>					
School Groups Charge per head, (inc. other childrens groups e.g. Scouts) - Full day	3.50	3130/93510	3.50	E	AB
Ranger led activities with Educational Theme					
School Group Charge per head, (inc. other childrens groups e.g. Scouts- Half Day	2.50		2.50	E	AB
Ranger led activities with Educational Theme					
					AB
ROSSALL POINT					AB

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Hire of Rossall Point - (only available when not open to the public)					AB
-Half day/evening	30.00		30.00	E	AB
-Full Day	50.00	3063/93604	50.00	E	AB
After 5pm evening	40.00		40.00	E	AB
					AB
					AB
OUTDOOR AMENITY CHARGES					MF
<u>Bowls - per hour</u>					MF
Ordinary	3.80		3.80	Y	MF
Junior (up to 16years)/Senior Citizen/ Over 60	2.80		2.80	Y	MF
Annual Contract (VAT exempt only if block booking criteria met)	37.00		37.00	E	MF
Winter Contract (VAT exempt only if block booking criteria met)	23.00	3112/93080	23.00	E	MF
Summer Contract (VAT exempt only if block booking criteria met)	23.00		23.00	E	MF
Seven Day Contract	13.50		13.50	Y	MF
Hire of Green (minimum 2 hours)					MF
Matches per hour (League Fixtures)	12.50	3091/93083	12.50	Y	MF
Group Hire per hour	12.50	3114&3118/93083&3112/93084	12.50	Y	MF
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.					MF
* All the following criteria must be met					MF
1.Facilities are let exclusively to a school,constituted club or association or an organisation representing an affiliated club					MF
2.Bookings are for 10 or more sessions					MF
3.Each session is for the same sport/activity at the same location					MF
4.The interval between each session is at least 1 day but no more than 14 days					MF
					MF
Crazy Golf					MF
Adult	3.00	3112/93013	3.00	Y	MF
Junior (up to 16 years)/Senior Citizen/Over 60	2.00	3112/93014	2.00	Y	MF
Pitch and Putt					MF
Fleetwood - 18 hole Adult	5.00	3112/93040	5.00	Y	MF
Junior (up to 16 years)/Senior Citizen/Over 60	4.00	3112/93041	4.00	Y	MF
Fleetwood - 9 hole Adult	4.00	3112/93042	4.00	Y	MF
Junior (up to 16 years)/Senior Citizen/Over 60	3.00	3112/93043	3.00	Y	MF
Lost Golf Balls	1.00	As above	1.00	Y	MF
NEIGHBOURHOOD SERVICES AND COMMUNITY SAFETY PORTFOLIO					CG
					CG
CAR PARKING - OFF STREET					CG
Rough Lea Road, Cleveleys -					CG
Daily 8am – 6pm (Motor car)					CG
Up to 1 hour	1.00		1.00	Y	CG
Up to 2hrs (Max stay 2hrs)	2.00		2.00	Y	CG
Promenade North, Cleveleys -					CG
Daily 8am – 6pm (Motor car)					CG
Up to 1 hour	1.00		1.00	Y	CG
Up to 2hrs	2.00		2.00	Y	CG
Derby Road West, Cleveleys -					CG
Daily 8am – 6pm (Motor car)					CG
Up to 1 hour	1.00		1.00	Y	CG
Up to 2hrs	n/a		n/a	Y	CG
Up to 3hrs	2.00		2.00	Y	CG
2hrs-4hrs	n/a		n/a	Y	CG
Over 4hrs	n/a		n/a	Y	CG
All Day (Transferable between Long stay car parks)	3.50		3.50	Y	CG
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		CG
Monthly Season Ticket	See below		See below	Y	CG
Derby Road East/Slinger Road, Cleveleys -					CG
Daily 8am – 6pm (Motor car)					CG
Up to 1 hour	1.00		1.00	Y	CG
Up to 2hrs	n/a		n/a	Y	CG
Up to 3hrs	2.00		2.00	Y	CG
Over 2hrs-4hrs	n/a		n/a	Y	CG
Over 4hrs – 6hrs	n/a		n/a	Y	CG
Over 6hrs	n/a		n/a	Y	CG
All Day (Transferable between Long stay car parks)	3.50		3.50	Y	CG
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		CG
Monthly Season Ticket	See below		See below	Y	CG
Jubilee Gardens, Cleveleys - Daily 8am – 6pm (Motor car)					CG
Up to 1 hour	1.00		1.00	Y	CG
Up to 2hrs	n/a		n/a	Y	CG
Up to 3hrs	2.00		2.00	Y	CG
Over 2hrs-4hrs	n/a		n/a	Y	CG
Over 4hrs – 6hrs	n/a		n/a	Y	CG
Over 6hrs	n/a		n/a	Y	CG
All Day	3.50		3.50	Y	CG
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		CG
Monthly Season Ticket	See below		See below	Y	CG
Custom House Lane, Fleetwood - Daily 8am - 6pm (Motor Car)		4190/93430			CG
Up to 1 hour	1.00		1.00	Y	CG
Up to 2hrs	n/a		n/a	Y	CG
Up to 3hrs	2.00		2.00	Y	CG
Over 2hrs-4hrs	n/a		n/a	Y	CG
Over 4hrs	n/a		n/a	Y	CG
All Day	3.50		3.50	Y	CG
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		CG
Monthly Season Ticket	See below		See below	Y	CG
Albert Street/Church Street, Fleetwood - Daily 8am - 6pm (Motor car)					CG
Up to 1 hour	1.00		1.00	Y	CG
Up to 2hrs	n/a		n/a	Y	CG
Up to 3hrs	2.00		2.00	Y	CG
Over 2hrs-4hrs	n/a		n/a	Y	CG
Over 4hrs-6hrs	n/a		n/a	Y	CG

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Over 6hrs	n/a		n/a	Y	CG
All Day	3.50		3.50	Y	CG
<i>Wyre Residents Permit Scheme Up to 2hrs</i>	FREE		FREE		CG
Monthly Season Ticket	See below		See below	Y	CG
Hardhorn Road (Wheatsheaf Way), Poulton-le-Fylde - Daily 8am-6pm (Motor car)					CG
Up to 1 hour	1.00		1.00	Y	CG
Up to 2hrs	n/a		n/a	Y	CG
Up to 3hrs	2.00		2.00	Y	CG
Over 2hrs-4hrs	n/a		n/a	Y	CG
Over 4hrs-6hrs	n/a		n/a	Y	CG
Over 6hrs	n/a		n/a	Y	CG
All Day	3.50		3.50	Y	CG
<i>Wyre Residents Permit Scheme Up to 2hrs</i>	FREE		FREE		CG
Monthly Season Ticket	See below		See below	Y	CG
High Street, Garstang - Daily 8am - 6pm (Motor car)					CG
Up to 1 hour	1.00		1.00	Y	CG
Up to 2hrs	n/a		n/a	Y	CG
Up to 3hrs	2.00		2.00	Y	CG
Over 2hrs-4hrs	n/a		n/a	Y	CG
Over 4hrs-6hrs	n/a		n/a	Y	CG
Over 6hrs	n/a		n/a	Y	CG
All Day	3.50		3.50	Y	CG
<i>Wyre Residents Permit Scheme Up to 2hrs</i>	FREE		FREE		CG
Monthly Season Ticket	See below		See below	Y	CG
Overnight Parking					CG
All car parks Daily 6pm -8am (18.00- 08.00) Motor Car	2.00	4190/93430	2.00	Y	CG
Season tickets					CG
Long Stay Car Parks:					CG
Albert Street, Derby Road East, Derby Road West, Hardhorn Road, High Street, Jubilee Gardens					CG
1 month	45.00		45.00	Y	CG
3 months	120.00	4190/93429	120.00	Y	CG
6 months	200.00		200.00	Y	CG
12 months	300.00		300.00	Y	CG
Administration fee for change of vehicle				Y	CG
Refund due to change in personal circumstances pro rata based on full months not used.					CG
Residents Parking Permits					CG
Initial Application Fee	25.00	4190/93432		Y	CG
Renewal Fee	10.00			Y	CG
Penalty Charge Notice					CG
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.		4190/93431		O	CG
Parking Dispensations					CG
Per vehicle per period of up to 7 whole days	25.00	4190/93479	25.00	Y	CG
				if off street	CG
Motorhome Overnight Parking at Fleetwood Central Car Park					CG
Charge per night (maximum of 3 nights)	5.00	4190/93430/MHOME	5.00	Y	CG
					CG
					CG
HOUSING					DMc/MBf
Private Sector Housing Grant Assistance					DMc/MBf
- Charging for professional and technical services					DMc/MBf
Applications for *:					DMc/MBf
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).	+	DMc/MBf
*Charge rate applicable as per date of grant approval					DMc/MBf
Housing Act 2004					DMc/MBf
Charges for Enforcement Notices - per notice	438.00	3290/93441	446.00	O	DMc/MBf
Licensing Of Houses In Multiple Occupation					DMc/MBf
Initial Licence determination	970.00		986.00	O	DMc/MBf
(NB. Discounts may be awarded in recognition of specified conditions)					DMc/MBf
Additional Service Charges: (charged on a specific case basis)					DMc/MBf
Return incomplete/defective application to applicant with letter	21.25		21.60	O	DMc/MBf
(additional admin charges will only be applied where the application is returned incomplete a second or further time).	(+21.25 admin charge)		(+21.60 admin charge)		DMc/MBf
Reprocessing form after amendments received.	21.25		21.60	O	DMc/MBf
	(+21.25)		(+21.60)		DMc/MBf
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	DMc/MBf
	(+21.25)	3290/93233	(+21.60)		DMc/MBf
Revisit where no access gained previously.	34.00		34.60	O	DMc/MBf
	(+21.25)		(+21.60)		DMc/MBf
Assisted application – Full assistance provided in making the application, measuring rooms, drawing sketch plans, etc.	242.00		246.00	O	DMc/MBf
	(+21.25)		(+21.60)		DMc/MBf
Variation of licence.	242.00		246.00	O	DMc/MBf
	(+21.25)		(+21.60)		DMc/MBf
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					DMc/MBf
Cost of raising an invoice	21.25		21.60	O	DMc/MBf
UK Entry Visa Housing Inspections					DMc/MBf
Charge for inspection and production of report	92.00	3290/93492	94.00	+	DMc/MBf
Care and Repair Handyperson Service Charge					DMc/MBf
Charge per job	10.00	5222/93493	10.00	Y	DMcA/MBf
					DMc/MBf
PLANNING AND ECONOMIC DEVELOPMENT PORTFOLIO					DT
					DT
DEVELOPMENT CONTROL					DT
Location Plans					DT
Ordnance Survey fee - initial charge	10.00	3550/93502	10.00	Y	DT
					DT

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
					DT
Pre Application Discussions					DT
Major applications					DT
-initial meeting	owing fee schedule		See following fee schedule	Y	DT
-follow up meeting	owing fee schedule		See following fee schedule	Y	DT
Significant Major applications		3550/93461			DT
-initial meeting	owing fee schedule		See following fee schedule	Y	DT
-follow up meeting	owing fee schedule		See following fee schedule	Y	DT
					DT
BUILDING CONTROL					MBlu
Supply of non-standard data and information (including responding to Solicitor's enquiries)	60.00 per hour (MIN 60.00)		70.00 per hour (MIN 70.00)	Y	MBlu
Building Regulations Confirmation Letter	60.00	3510/93460	70.00	Y	MBlu
Administration fee for withdrawing an application and charges	60.00		70.00	Y	MBlu
					MBlu
Reopen Archived Applications	60.00		70.00	Y	MBlu
					MBlu
Copy of Completion Certificates	20.00	6302/93460	25.00	Y	MBlu
					MBlu
Copy of Decision Notice	20.00		25.00	Y	MBlu
					MBlu
High Hedge Applications	480.00	N/A	480.00	E	MBi
					MBi
Tree Preservation Order	At Cost	N/A	At Cost	Y	MBi
					MBi
MARKETS					JR
Fleetwood Market					MBlu
Administration fee re new lease for indoor stall	50.00		50.00	E	MBlu
Change of Use Fee	30.00	3720/93460	30.00	E	MBlu
Assignment Fee	100.00		100.00	E	MBlu
Outside market rentals					JR
Summer - June to October (per day)					JR
Tuesday	18.50	3720/93465	18.50	E	JR
Thursday	16.50	3720/93466	16.50	E	JR
Friday	16.50	3720/93467	16.50	E	JR
Saturday	17.50	3720/93468	17.50	E	JR
Any trader opening a FOOD stall all 4 days June to Oct will be charged	40.00	3720/93469/SUMM	48.00	E	JR
Any trader opening any other non food stall all 4 days June to Oct will be charged	50.00	3720/93469/SUMM	50.00	E	JR
Winter - November to May (per day)					JR
Winter- November to May (per day)					JR
Tuesday	9.00	3720/93465 above	9.00	E	JR
Thursday	9.00	3720/93466 above	9.00	E	JR
Friday	9.00	3720/93467 above	9.00	E	JR
Saturday	9.00	3720/93468 above	9.00	E	JR
Any trader opening his stall all 4 days Nov-May will be charged	28.00	3720/93469/WINT	28.00	E	JR
Any trader opening his stall 3 days Nov - May will be charged	23.00	(part of)3720/93433	23.00	E	JR
Reduction's negotiable to local producer groups in first year.					JR
Hire of gazebo per day	5.00	3720/93610	5.00	Y	JR
Poulton Market					JR
Summer - April to September	26.00 for 3 metres linear frontage	3721/93433	26.00 for 3 metres linear frontage	O	JR
Winter - October to March	16.00 for 3 metre linear frontage	3721/93433	16.00 for 3 metre linear frontage	O	JR
Additional frontage charged per metre	5.00 per metre		5.00 per metre	O	JR
Cleveleys Market					JR
Summer - April to September	26.00 for 3 metres linear frontage	3722/93433	26.00 for 3 metres linear frontage	O	JR
Additional frontage charged per metre	5.00 per metre		5.00 per metre		
ESTATES					CS
Use of land for funfair - per operational day up to 14 rides/stalls	350.00	part of periodic income	350.00	E	CS
Additional ride/stall per day	50.00	part of periodic income	50.00	E	CS
Use of land for funfair to support galas	new for 2020/21	part of periodic income	250.00	E	CS
Use of land for circus - per operational day	400.00	part of periodic income	400.00	E	CS
Use of land licence agreement	50.00	6106/93460	50.00	E	CS
Call out fee	50.00		50.00	Y	CS
Other commercial events to be charged as appropriate with an event minimum of £50 per day	owed upon request		to be reviewed upon request	E	CS
Use of land for funfair - non operations per day	75.00	part of periodic income	75.00	E	CS
Extra cleaning/damage to property/land	subject to quotation		Subject to quotation	O	CS
Cancellation within 7 working days before the event	al fee of the event		30% of the total fee of the event	O	CS
Cancellations made within 3 working days before the event	al fee of the event		100% of the total fee of the event	O	CS
					CS
FILMING					MBlu
Administration fee for licence (Students/Registered Charities)	50.00		51.00	Y	MBlu
Administration fee for licence (commercial)	100.00		102.00	Y	MBlu
Late notice fee (less than 48 hours)	150.00	6601/93460	153.00	Y	MBlu
Use of land/building to be charged as appropriate with a minimum of £100 per day	owed upon request		to be reviewed upon request	Y	MBlu
					MBlu
BUTTS CLOSE					MBlu
Administration fee for new Lease	150.00	part of periodic income	153.00	E	MBlu
Administration fee for assignment of Lease		part of periodic income		E	MBlu
Administration fee for renewal Lease		part of periodic income		E	MBlu
Administration fee for early termination of the Lease	200.00	part of periodic income	204.00	E	MBlu
					MBlu
SKIPPOOL CREEK					MBlu
Administration fee for new Licence	60.00	part of periodic income	61.00	E	MBlu
Administration fee for assignment of Licence	60.00	part of periodic income	61.00	E	MBlu
					MBlu
ALLOTMENTS					MBlu
Administration fee for drawing up agreement	50.00	part of periodic income	51.00	E	MBlu

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
					MBlu
					DT
Wyred Up Membership					DT
Annual membership	n/a	3773/93017	n/a	Y	DT
Single networking event	n/a		n/a	Y	DT
Wyre Business Awards Tickets	50.00	3740/93517/WBA	60.00	Y	DT
					DT
RESOURCES PORTFOLIO					MG
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.					MG
MOT Test Centre					CG
Standard vehicle compliance test (includes MOT)	40.00	3712/93611/VCT	40.00	O	CG
First re-test after failure of above	Free		Free	O	CG
Further re-tests following failure of free re-test	40.00	3712/93611	40.00	O	CG
Inspection and testing of horse drawn carriage	40.00		40.00	O	CG
Standalone testing of taxi meters	5.00		5.00	O	CG
Release following a Council or Police issued stop notice (during standard operating hours)	5.00		5.00	O	CG
Release following a Council or Police issued stop notice (at weekends or over bank holidays)	45.00		45.00	O	CG
Vehicle compliance test carried out on a Saturday morning	80.00		80.00	O	CG
Local taxi licensing checks for temporary replacement vehicles	25.00		25.00	O	CG
LEGAL FEES					MG
LAND & PROPERTY					MG
Sales					MG
Sale of Land	Minimum £553 or 1% - 3% of sale price, depending on complexity		Minimum £562 or 1% - 3% of sale price, depending on complexity	E	MG
Sale of Land with Overage	Minimum £947 or 1% -3% of sale price depending on complexity		Minimum £963 or 1% -3% of sale price depending on complexity	E	MG
Sale of POS Land	Minimum £527 or 1%-3% of sale price depending on complexity		Minimum £536 or 1%-3% of sale price depending on complexity	E	MG
Sale of land/property at auction	Min £737 or 1%-3% of sale price plus advertisements and disbursements		Min £750 or 1%-3% of sale price plus advertisements and disbursements	E	MG
Transfer of POS to the Council	Minimum £635 plus disbursements		Minimum £646 plus disbursements	E	MG
Sale of a Garden Plot	Minimum £250 rising on complexity		Minimum £254 rising on complexity	E	MG
Sale of a Garden Plot with Overage	Minimum £635 rising on complexity		Minimum £646 rising on complexity	E	MG
Leases					MG
Short Lease of Whole	Minimum £399 rising on complexity		Minimum £406 rising on complexity	E	MG
Short Lease of Part	Minimum £476 rising on complexity		Minimum £484 rising on complexity	E	MG
Long Lease of Whole	Minimum £507 rising on complexity		Minimum £516 rising on complexity	E	MG
Long Lease of Part	Minimum £579 rising on complexity		Minimum £589 rising on complexity	E	MG
Underlease of Whole	Minimum £507 rising on complexity		Minimum £516 rising on complexity	E	MG
Underlease of Part	Minimum £579 rising on complexity		Minimum £589 rising on complexity	E	MG
Surrender of Lease	Minimum £343 rising on complexity		Minimum £349 rising on complexity	E	MG
Renewal of Lease	Minimum £343 rising on complexity		Minimum £349 rising on complexity	E	MG
Croft Court Lease	£236 (£184 renewal)		£240 (£187 renewal)	E	MG
Assignment of Lease	Minimum £261 rising on complexity		Minimum £265 rising on complexity	E	MG
Assignment of Beach Bungalow Lease	£138 (plus £26 Notice of Assignment fee)	6400/93401	£140 (plus £26 Notice of Assignment fee)	E	MG
Deed of Variation to Lease	Minimum £343 rising on complexity		Minimum £349 rising on complexity	E	MG
Deed of Covenant release	Minimum £451 rising on complexity		Minimum £459 rising on complexity	E	MG
Bowling Green Management Agreements	128		130.00	E	MG

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Licences					MG
Licence to Assign	Minimum £261 rising on complexity		Minimum £265 rising on complexity	E	MG
Licence to Assign with AGA	Minimum £502 rising on complexity		Minimum £511 rising on complexity	E	MG
Licence to carry out alterations (Residential)	159		162.00	E	MG
Licence to carry out works	Minimum £159 rising on complexity		Minimum £162 rising on complexity	E	MG
Licence to assign combined with alterations/change of use	Minimum £317 rising on complexity		Minimum £322 rising on complexity	E	MG
Licence to assign combined with alterations/change of use plus AGA	Minimum £492 rising on complexity		Minimum £500 rising on complexity	E	MG
Licence to underlet	Minimum £369 rising on complexity		Minimum £375 rising on complexity	E	MG
Licence to underlet with alterations/change of use	Minimum £420 rising on complexity		Minimum £427 rising on complexity	E	MG
Grazing Licences	138.00		140.00	Z	MG
Building Licence					
MISCELLANEOUS					
Deed of easement/ rights	Minimum £343 rising on complexity		Minimum £349 rising on complexity	E	MG
Change of User	159		162.00	E	MG
Letter of consent to assign	65		66.00	E	MG
Covenant consents (Residential)	128		130.00	E	MG
FOOTPATHS					MG
Diversion	Minimum £1,055 (plus hourly rate of £51 if protracted) plus advertisement costs and costs of Inquiry (if applicable)		Minimum £1,073 (plus hourly rate of £52 if protracted) plus advertisement costs and costs of Inquiry (if applicable)	O	MG
PLANNING					MG
S106 Agreements	Minimum £635 rising on complexity		Minimum £675 rising on complexity	O	MG
Variation of Section 106 Agreement	Minimum £527 rising on complexity		Minimum £580 rising on complexity	O	MG
Unilateral Undertaking	Minimum £635 rising on complexity		Minimum £675 rising on complexity	O	MG
COURT					MG
Attending Court	£63 per hour		£63 per hour	O	MG
MISCELLANEOUS					MG
Copying documents	30 pence per sheet		30 pence per sheet	Y	MG
LOCAL LAND CHARGES					MG
Local land charge searches (LLC1)	20.00	2400/93400/9343	20.00	O	JMc/DB
Local land charge searches (Con 29R)	*77.00	2400/93400/9344	*77.00	+	JMc/DB
* Full charge dependent on whether LLC1 or Con 29					DT
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.					DT
					PM/TT
ROOM HIRE CIVIC CENTRE					PM/TT
Council Chamber					PM/TT
Monday-Friday					PM/TT
Morning/Afternoon Session (up to 4 hrs)	115.00		115.00	E	PM/TT
All day	231.00		231.00	E	PM/TT
Evening (to 10pm)	173.00		173.00	E	PM/TT
Evening (to 11.30pm)	231.00		231.00	E	PM/TT
Commercial Rate	441.00		441.00	E	PM/TT
Members' Lounge					PM/TT
Monday-Friday					PM/TT
Morning/Afternoon Session (up to 4 hrs)	105.00		105.00	E	PM/TT
All day	205.00		205.00	E	PM/TT
Evening (to 10pm)	147.00		147.00	E	PM/TT
Evening (to 11.30pm)	205.00		205.00	E	PM/TT
Commercial Rate	441.00		441.00	E	PM/TT
Committee Rooms / Training Room / Meeting Room					PM/TT
Monday-Friday					PM/TT
Morning/Afternoon Session (up to 4 hrs)	53.00		53.00	E	PM/TT
All day	105.00	6412/93604	105.00	E	PM/TT
Evening (to 10pm)	79.00		79.00	E	PM/TT
Evening (to 11.30pm)	105.00		105.00	E	PM/TT
Commercial Rate	441.00		441.00	E	PM/TT
Civil Ceremonies					PM/TT
Monday to Friday	330.00		330.00	Y	PM/TT
Saturday	650.00		650.00	Y	PM/TT
Premium Rate for Weekends (Any Rooms except for Civil Ceremonies)					PM/TT
Saturday	767.00		767.00	E	PM/TT
Sunday/Bank Holiday	997.00		997.00	E	PM/TT
Members' Lounge					PM/TT

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Supplement for use with another room					PM/TT
Monday - Friday	68.00		68.00	E	PM/TT
Saturday	89.00		89.00	E	PM/TT
Sunday/Bank Holiday	126.00		126.00	E	PM/TT
Notes:					PM/TT
1. Rates can vary dependant on use, please enquire.					PM/TT
2. Commercial use is defined as being "in pursuance of a commercial, profit making venture"					PM/TT
3. Refreshments are not included in the above prices					PM/TT
4. Food and drink is not permitted in the Council Chamber					PM/TT
STREET NAMING AND NUMBERING					LH/DS
<u>Application Type</u>					LH/DS
House name added/renamed	25.00		25.00	O	LH/DS
House renumbered	25.00		25.00	O	LH/DS
Naming of New Street	100.00	6404/93328	100.00	O	LH/DS
Development of 1-5 plots	25.00 per plot		25.00 per plot	O	LH/DS
Development of 6-10 plots	20.00 per plot		20.00 per plot	O	LH/DS
Development of 11-50 plots	15.00 per plot		15.00 per plot	O	LH/DS
Development of 50+ plots	10.00 per plot		10.00 per plot	O	LH/DS
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	LH/DS
Renaming of Street at resident's request	500.00		500.00	O	LH/DS
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.					LH/DS
MISCELLANEOUS					PH
<u>Byelaws (non-discretionary)</u>					MG
purchase of the document(fee as per Act)	as per Act	N/A		O	MG
<u>Statement of Accounts</u>					DB
purchase of the document					DB
individuals and charities	10.00	N/A	10.00	O	DB
commercial organisations	20.00	N/A	20.00	O	DB
<u>Photocopy per side of any document that can be inspected</u>					AH
Black & white - A4	0.30		0.30	Y	AH
Black & white - A3	0.60		0.60	Y	AH
Black & white - A2	1.20		1.20	Y	AH
Black & white - A1	2.40		2.40	Y	AH
Black & white - A0	4.80		4.80	Y	AH
Colour - A4	0.40	6405/93303	0.40	Y	AH
Colour - A3	0.80		0.80	Y	AH
Colour - A2	1.80		1.80	Y	AH
Colour - A1	3.60		3.60	Y	AH
Colour - A0	7.20		7.20	Y	AH
<u>Data Protection</u>					
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.					
STREET SCENE AND PARKS AND OPEN SPACES PORTFOLIO					RH
					RH
PUBLIC CONVENIENCES					RH
- fee for use of new & refurbished toilets	0.20	3350/93476	0.30	O	RH
(excludes urinals/disabled toilets with radar access)					RH
- Radar Key	5.00	3350/92308	6.00	Y	RH
Open cubicle access for non profit community event			by negotiation		RH
DOG WELFARE					RH
<u>Stray Dogs</u>					RH
Stray dog handling fee incl statutory government levy	90.00		90.00	O	RH
Kennel fee additional charge per day	8.50	3335/93422	8.50	O	RH
DOMESTIC REFUSE - BULKY ITEMS					RH
Up to 3 items*	19.50		20.00	O	RH
Additional items – per item*	6.50	3430/93419	7.00	O	RH
* A one third discount (to be reduced to 10% from 1 April 2017)applies dependant on eligibility to customers in receipt of Council Tax Benefit or Housing Benefit.					RH
DOMESTIC REFUSE - GREEN WASTE					RH
Single year subscription - 1 x wheeled green domestic size waste bin collection	30.00	3430/93313 & 93331	30 direct debit/35 by other means	O	RH
Additional wheeled green waste bin collection - per annum	25.00		25.00	O	RH
Administration fee for production and delivery of replacement sticker	5.00	3430/93332	6.00	O	RH
Delivery/Admin Fee for provision of standard suite of waste and recycling containers per new property					RH
Fee to developer per property inclusive of green bin when subscribe to green waste collection OR	66.00		92.00	+	RH
Fee to new home inclusive of green bin when subscribe to green waste collection	66.00		92.00	O	RH
Fee for standard suite excluding green bin for new homeowner	56.00		69.00	O	RH
Fee for standard suite excluding green bin for property developer	56.00		69.00	+	RH

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Fee to replace stolen/missing/damaged bin (incl fair wear and tear)	22.50	3430/93307	23.00	O	RH
Fee to replace stolen/missing/damaged box	22.50				RH
Non standard container new and replacement (stolen/missing/damaged bin inc.fair wear and tear)	At cost plus 10% administration		At cost plus 10% administration	+	RH
Street Cleansing					RH
Recovery of collection and disposal costs from fly tipping incidents	At cost plus 10% administration	3420/93300	At cost plus 10% administration	O	RH
Small Fly tipping Offences(See Fixed Penalty section)					RH
Ad Hoc Private Work	quote basis		quote basis	+	RH
Grounds Maintenance					RH
Ad Hoc Private Work	quote basis		quote basis	+	RH
FLEETWOOD MEMORIAL PARK					MF
Hire of Pavilion					MF
-Half Day	30.00		30.00	E	MF
-Full Day	50.00	3114/93604	50.00	E	MF
-After 5pm evening	40.00		40.00	E	MF
-Commercial Hire - by negotiation	17.00 per hour		17.00 per hour	E	MF
LEISURE DEVELOPMENT					CS
Services provided by Fylde Coast YMCA on behalf of Wyre Borough Council					CS
VAT, if appropriate is included in the charges, but will not be charged if all the following conditions apply:-					CS
1.Facilities are let exclusively to a school,constituted club or association or an organisation representing an affiliated club					CS
2.Bookings are for 10 or more sessions					CS
3.Each session is for the same sport/activity at the same location					CS
4.The interval between each session is at least 1 day but no more than 14 days					CS
Playing Fields					CS
Sport e.g. Football, Rugby etc – per pitch including changing rooms where available, King George V Fleetwood,					CS
King George's Fields Thornton, Cottam Hall Poulton, Civic Centre					CS
Senior					CS
- Casual	32.00		34.00	Y	CS
- Season (per Team)	327.00		343.00	E**	CS
Junior					CS
- Casual	15.50		16.00	Y	CS
- Season (per Team)	164.00		172.00	E**	CS
Hire of Fields, per day - other use (excluding funfair/circus, listed separately)					CS
King George V, Fleetwood	137.00		144.00	Y*	CS
King George's, Thornton	137.00		144.00	Y*	CS
Cottam Hall, Poulton	137.00		144.00	Y*	CS
Memorial Park Fleetwood	137.00		144.00	Y*	CS
Preesall Playing Field, Preesall	137.00		144.00	Y*	CS

	2019/20 Fees and Charges	Ledger Code	2020/21 Fees and Charges	VAT	HOS
Jubilee Gardens, Cleveleys	137.00		144.00	Y*	CS
Bourne Way, Thornton	137.00		144.00	Y*	CS
<u>Changing Rooms- Training only</u> - King George V Fleetwood, King George's Fields Thornton, Cottam Hall, Poulton	15.50		16.00	Y	CS
<u>Cricket</u> - Cottam Hall, Poulton					CS
Day	32.00		34.00	Y	CS
Evening	26.00		27.00	Y	CS
Season (alternate Saturday)	301.00		316.00	E**	CS
ALL CHARGES FOR FOOTBALL AND CRICKET ARE DOUBLE FOR NON-RESIDENTS					CS
* VAT exempt if hired for non-sports use. ** VAT exempt if block booking criteria met					CS
					CS

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