



## 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
Marianne Hesketh, Corporate Director Communities, Mark Billington, Corporate Director Environment, Clare James, Corporate Director Resources	Councillor Lynne Bowen, Leisure, Health and Community Engagement Portfolio Holder, Councillor Roger Berry, Neighbourhood Services and Community Safety Portfolio Holder, Councillor Peter Le Marinel, Planning Policy and Economic Development Portfolio Holder, Councillor Lesley McKay, Resources Portfolio Holder, Councillor Simon Bridge, Street Scene, Parks and Open Spaces Portfolio Holder	14 December 2023

### Review of Fees and Charges 2024/25

**Key decision:** Yes

#### 1. Purpose of report

1.1 To confirm proposed fees and charges for the 2024/25 financial year.

#### 2. Council priorities

2.1 Increase income generation to support the Council's budget.

2.2 Maximise commercial opportunities and improve the return from council 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 2024/25 financial year be approved and implemented from 1 April 2024.

## **4. Background**

- 4.1** The Cabinet considers its charging policy as part of the Medium Term Financial Plan (MTFP). This was last considered by Cabinet at its meeting on 18 October 2023.
- 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. Fees and charges require varying treatment for Value Added Tax (VAT) purposes, dependent upon the goods/services being provided; please consult the VAT code key when referring to the charges in Appendix 2.
- 4.3** 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 MTFP.
- 4.4** 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.
- 4.5** Some fees and charges are set on a cost recovery basis; owing to recent high levels of inflation, the council is experiencing increased contractual and service costs. Where fees are due to be uplifted by inflation, the consumer price inflation (CPI) is used; in September 2023 this was 6.7%. In the main, the normal process for approving changes to fees and charges happens once a year, with changes being applied from 1 April.
- 4.6** A consolidated listing of existing individual policies for charging and concessions has been produced and is detailed as Appendix 1 to this report.

## **5. Key issues and proposals**

### **5.1 Leisure, Health and Community Engagement Portfolio**

Fees and charges within the responsibility of the Leisure, Health and Community Engagement Portfolio include pest control, environmental permitting, food safety, fishery hygiene, private water supplies, contaminated land, Thornton Little Theatre, Marine Hall, Mount Pavilion, cemeteries, Marsh Mill, countryside, Wyre Estuary Country Park, Rossall Point, outdoor amenity sites and health and wellbeing. Amendments to fees and charges for licensing are the responsibility of the Licensing Committee and will be considered in a separate report.

#### **5.1.1 Pest Control**

To maximise cost recovery, it is proposed to increase all pest control fees by September's CPI from 1 April 2024, with one exception. The fee for delivery charges is to be removed as the

council no longer delivers products to resident's houses. The current forecast to subsidise this service in 2023/24 is £46,590 (£57,503 at outturn in 2022/23).

**5.1.2 Environmental Permitting**

Environmental permitting charges are set by the Department for Environmental, Food and Rural Affairs (DEFRA) and are statutory; the fees for 2024/25 will be in line with those set by DEFRA, however they have yet to be disclosed.

**5.1.3 Food Safety**

The charges for issuing a Ship Sanitation Certificate are set by the Association of Port Health Authorities (APHA); the fees for 2024/25 have yet to be disclosed. Other food safety charges are proposed to be increased by September's CPI from 1 April 2024 with the exception of the Food Premises Hygiene Re-rating Application which is to remain at the 2023/24 fee level. The Food Export Certificate and Water Sampling fees have been restructured to be more reflective of staff time and other associated costs involved in providing these services.

**5.1.4 Fishery Hygiene**

These charges are fixed at 1 and 0.5 Euros and to be converted to Sterling using the European Union Central Bank exchange rates.

**5.1.5 Private Water Supplies**

It is proposed to increase private water charges by September's CPI from 1 April 2024. The fees have also been restructured to ensure clarity that the existing fees are per hours and any travel expenses and laboratory fees will be charged at cost.

**5.1.6 Contaminated Land**

It is proposed to increase contaminated land charges by September's CPI from 1 April 2024. Please note, the council is not permitted to charge for allowing access to information in situ. However 'reasonable' charges can be made to recover the costs of location information and collating it in order to make it available for inspection.

**5.1.7 Thornton Little Theatre and Marine Hall**

There is an ongoing consultation exercise to evaluate operations at the theatres and as such, no changes are proposed at this point in time to the 2024/25 fees and charges structure. Following the report evaluation, the fees and charges will be considered with a Portfolio Holder report being submitted as appropriate. The miscellaneous charges for Marine Hall are to be regrouped as "Equipment, Stage Equipment and associated Electricity Charges and Sundries" with prices upon application/enquiry.

**5.1.8** Mount Pavilion

No changes are proposed for the pavilion as these are to be reviewed following the theatres consultation exercise.

**5.1.9** Cemeteries

Owing to increased costs to the council acquiring memorial granite products, as well as inscription costs, it is proposed to increase these charges by 9%. To reflect increasing staff and other indirect costs, it is proposed to increase all other cemetery related fees by September's CPI from the 1 April 2024. To clarify, the Interment Fees for a burial in a grave for children not exceeding 3 years will still be charged and if criteria is met, the fee will be paid on the family's behalf by the Children's' Funeral Fund (2023/24 fee was £178). Also a new £150 fee was introduced in 2023/24 for the re-opening of graves including moving and re-installing of the headstone. These fees are too to be increased by September's CPI. A new £100 fee is to be charged from 1 April 2024 for the 15 year lease renewal for memorial plaques. Cemeteries were subsidised £105,137 in 2022/23 (although this will have included cyclical one-off costs where income is recovered in future years) and the current forecast for 2023/24 is £30,500. The subsidy costs in any year will also include routine grounds maintenance (non-grave digging) which would be incurred anyway.

**5.1.10** Countryside

It is proposed to withdraw the Slide Talks fee owing to lack of capacity and the low level of income it generates. The ranger led group charges are to be in line with those charged at Wyre Estuary Country Park and Rossall Point. The £1 concession for guided walks/activities is to be removed as the current fees are set to be all inclusive for all ages and all abilities.

**5.1.11** Wyre Estuary Country Park

It is proposed to increase the charges by September's CPI from 1 April 2024 for the Group Visits at Wyre Estuary Country Park.

**5.1.12** Rossall Point

It is proposed to increase the charges by September's CPI from 1 April 2024 for the Group Visits at Rossall Point.

**5.1.13** Outdoor Amenity Sites

There are no changes proposed to charges relating to Outdoor Amenity Sites.

**5.1.14** Health and Wellbeing

There are no proposed changes to the charges relating to the health and wellbeing classes.

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

Fees and charges within the responsibility of the Neighbourhood Services and Community Safety Portfolio include car parking and housing.

### **5.2.1 Car Parking**

There are no changes proposed to charges relating to car parking including the fee for the Motorhome parking. The main pay and display fees earned the council £428,585 in 2022/23 and are currently forecast to generate £485,000 in 2023/24.

### **5.2.2 Housing**

It is proposed to apply inflationary uplifts across housing service fees from 1 April 2024, rounding to the nearest 50p where appropriate, with the exception of the Disabled Facility Grant admin rate, which remains at 15% of the grant approved, and reverting to £10/job for the Care and Repair Handyman scheme, as the previous increase has seen a reduction in work undertaken.

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

Fees and charges within the responsibility of the Planning Policy and Economic Development Portfolio include development control, building control, markets, estates and economic development.

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 relevant Head of Service 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 relevant Head of Service. The fees for submitting planning applications required by legislation are set nationally. Government have announced increases to these fees which come into effect from 6 December 2023 (previously charges set 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 pre-application meetings. The majority of fees have been increased to reflect staff time involved in these areas, plus a new charge has been included for the agreement of condition confirmation for major applications being £50 from 1 April 2024 onwards.

### **5.3.2 Building Control**

It is not proposed to increase the Building Control fees, effective from 1 April 2024 owing to the current levels within the building control reserve.

### **5.3.3** Markets

For Fleetwood Market, it is not proposed to increase any charges with the exception of bringing the winter outside market rentals to 50% in line with the summer charges. The charges are to be removed for the outdoor fresh produce kiosks as these are now under lease agreement. The fee for the gazebo hire is also to be removed as these are now included as part of the fee. There is to be a review of the structure of the market charges and any further changes will be approved as part of the review process.

No changes are proposed at Poulton Market.

No changes are proposed for Cleveleys Market charges, apart from the removal of the introductory Food Offer. Whilst not yet formally agreed, if the market moves to an on street location, the fees will be aligned to those at Poulton Market.

The charges at Market House Studio are to remain the same with the following exceptions: Membership Fees are to be removed. The monthly fees for Studio 3 are to increase by 10% from £126 to £138 and Studio 8 is to increase by 20% from £150 to £180 to reflect the space and demand for the facilities available. The structure for the short term bookings at Studio 4 are to include an hourly rate of £18 and for a lunchtime session that spans morning and afternoon periods a fee of £48 will apply. The fees for the existing charges at Studio 4 are to increase as follows: the morning/afternoon/evening sessions to increase by 20% from £30 to £36, the per day charge to increase by 10% from £60 to £66, and the per week charge to increase by 33% from £150 to £200. Similarly, the short term bookings for the Gallery and Studio 8 are all to increase as follows: 44% increase from £25 to £36 for the per day charge, 92% increase from £50 to £96 for the per week charge, and 60% increase from £150 to £240 for the per month charge. Again, the short term booking fees are increasing to reflect the space and demand for the facilities available. All rates inclusive of VAT at 20%.

### **5.3.4** Estates

It is proposed to increase estates charges by September's CPI from 1 April 2024.

### **5.3.5** Economic Development

As the charges for the Wyre Business Award tickets (for setting up and hosting the awards) are on a cost recovery basis, the proposed 2024/25 charges are yet to be finalised.

## **5.4 Resources Portfolio**

Fees and charges within the responsibility of the Resources Portfolio include legal fees, local land charges, room hire (Civic Centre), street naming and numbering and some miscellaneous areas.

#### **5.4.1 Legal Fees**

The authority to determine charges for the recovery of legal costs is delegated to the Corporate Director Resources.

#### **5.4.2 Local 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. There are no proposed changes to the current fees.

#### **5.4.3 Room Hire (Civic Centre)**

There are no changes planned for the room hire charges at the Civic Centre apart from weddings which will increase to match those charged at the Mount Pavilion. This is pending a review of room booking charges following the completion of refurbishment works (nearly finished).

#### **5.4.4 Street Naming and Numbering**

It is proposed to increase street naming and numbering charges by an inflationary increase from 1 April 2024.

#### **5.4.5 Communications and Visitor Economy**

There are no changes proposed for external graphic design charges.

#### **5.4.6 Private Photocopying**

It is proposed to increase photocopying prices by CPI to the nearest 10p from 1 April 2024. This is reflective of increased contract and paper costs incurred by the council.

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

Fees and charges within the responsibility of the Street Scene, Parks and Open Spaces Portfolio include public conveniences, dog welfare, waste management, parks and open spaces and leisure services – playing fields.

#### **5.5.1 Public Conveniences**

There are no changes proposed to fees for the use of toilets or radar keys.

#### **5.5.2 Dog Welfare**

It is proposed to increase the stray dog fees and charges by 10% to reflect increased kennelling costs and demands on the service. The current subsidy forecast, excluding client side costs, is £16,300 in 2023/24 (£16,559 in 2022/23).

### **5.5.3 Waste Management**

It is proposed to increase the bulky items fees by 10% (£2 on the fee for up to three items) to cover increased contract extension costs and uplifts. The service typically covers its costs (£818 surplus in 2022/23). There are no changes proposed to charges for green waste, administration of waste/recycling containers and street cleansing.

### **5.5.4 Parks and Open Spaces**

It is proposed to increase the charge for Memorial Park to bring the hire of the pavilion in-line with those charged at Wyre Estuary Country Park and Rossall Point. The hourly rate for the Parks Development Officer Activities are to increase to be more reflective of staff costs.

### **5.5.5 Leisure Development – Playing Fields**

Services are provided by Fylde Coast YMCA on behalf of the council and these fees are to increase by September's CPI from 1 April 2024.

## **5.6 Fees and Charges – VAT Review**

The council's VAT consultants, PSTax, are in the process of reviewing the VAT liability on the fees and charges and their report is expected by the end of October, with queries to be followed up on as appropriate. Any instances where we are not currently charging VAT but we should be, VAT will be added to the fee at the 20% standard rate. If it is found that we have included VAT in error, the overall fee will remain the same and will be an income benefit to the council.

## **5.7 Overview and Scrutiny Committee**

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 20 November 2023, with their recommendations being reported to Portfolio Holders and any amendments agreed included within this report.

## **6. Alternative options considered and rejected**

**6.1** Alternative options have been considered throughout the fees and charges review process. However, those presented are felt to represent the best options to contribute towards the costs of providing services and to safeguard the finances of the council.

## **7. Delegated functions**

**7.1** 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 service operated within the Portfolio".



<b>Financial, Legal and Climate Change implications</b>	
Finance	The financial implications of the fees and charges will be reflected in the 2024/25 Revenue Estimates which will be considered by Cabinet at their meeting on 14 February 2024. Those charges detailed in Appendix 2 will be implemented from 1 April 2024.
Legal	<p>Some services the council provides are mandatory and governed by specific legislation, whilst other services provided are discretionary. Discretionary services are those which the council is permitted to provide but not required to provide.</p> <p>The council has a general power to charge a person for discretionary services under Section 93 of the Local Government Act 2003 (“LGA 2003”) and under the power of general competence found in Section 1 of the Localism Act 2011 (“LA 2011”).</p> <p>The overall position on charging is that the council must not charge for a service if legislation prohibits it from doing so. If legislation requires the council to provide a service and to charge for it then we are required to do so. In the absence of specific powers or prohibition on charging services the council may use the powers in either s93 of the LGA 2003 or s1 of LA 2011 to make charges for discretionary services. The council cannot use these powers to make a profit, however, the council can include the full cost of all aspects of the service provision when calculating the fee.</p>
Climate Change	None arising directly from the 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	x
equality and diversity	✓
health and safety	x

<b>risks/implications</b>	<b>✓ / x</b>
asset management	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
Penny Jones, Corporate Accountant	01253 887298	Penny.jones@wyre.gov.uk	03/11/2023

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

## List of appendices

Appendix 1 – 2024/25 Fees and Charges Schedule, applicable from 1 April 2024

## FEEES AND CHARGES 2023/24 AND 2024/25

<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>

<b>Key to NC/I/D/W/N</b>	
<b>No change</b>	<b>NC</b>
<b>Increase</b>	<b>I</b>
<b>Decrease</b>	<b>D</b>
<b>Withdrawn</b>	<b>W</b>
<b>New charge</b>	<b>N</b>

**FEES AND CHARGES 2024/25**

KEY - NC//WN = No change, Increased, Withdrawn, New

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	% Change	VAT	NC//WN/R
	£	£			
<b>LEISURE, HEALTH AND COMMUNITY ENGAGEMENT PORTFOLIO</b>					
<b>PEST CONTROL</b>					
<b>Rodent Control (Not Weekend Service)</b>					
Includes 3 revisits (further visits over and above charged at standard rate)					
All Callouts will be charged for and no refunds given					
Domestic Premises					
	48.00	51.00	6.25%	Y	I
(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)					
Business Premises					
- including materials up to one hour	124.00	132.50	6.85%	Y	I
- for every additional half hour or part thereof	61.50	65.50	6.50%	Y	I
<b>Pest/Insect Control (Not Weekend Service)</b>					
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	71.50	76.50	6.99%	Y	I
Wasps, Ants, Beetles – pre-payment	71.50	76.50	6.99%	Y	I
Wasps, Ants, Beetles – no pre-payment	82.00	87.50	6.71%	Y	I
Business Premises					
- per call-out up to one hour (incl. materials)	124.00	132.50	6.85%	Y	I
- for every additional half hour or part thereof	61.50	65.50	6.50%	Y	I
- minimum charge for call-out (including materials)	124.00	132.50	6.85%	Y	I
Disinfection after Infectious Disease – per treatment	124.00	132.50	6.85%	Y	I
<b>Commercial Contract Charges</b>					
Small Businesses - Contract 1					
	413.00	440.50	6.66%	Y	I
Medium Businesses - Contract 2					
	556.00	593.50	6.74%	Y	I
Large Businesses - Contract 3					
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	124.00	132.50	6.85%	Y	I
Mon-Fri 17:00-22:00hrs per man hour on time accumulated basis	186.00	198.50	6.72%	Y	I
Saturday 09:00-17:00hrs per man hour on time accumulated basis	186.00	198.50	6.72%	Y	I
Sundays and Public Holidays 09:00-17:00hrs per man hour on time accumulated basis	267.00	285.00	6.74%	Y	I
<b>Pest Control Products*</b>					
Insect Powder	4.50	4.75	5.56%	Y	I
Fly spray	7.75	8.25	6.45%	Y	I
Dethlac	5.50	Withdrawn	N/A	Y	W
Pigeon/Seagull spikes	3.50	3.75	7.14%	Y	I
Gutter clips (2)	1.50	1.50	0.00%	Y	I
Adhesive	8.25	8.75	6.06%	Y	I
Chimney spikes	31.50	33.50	6.35%	Y	I
Delivery	1.50	Withdrawn	N/A	Y	W
* 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	12.00	Withdrawn	N/A	Y	W
Chameleon 1*2 (Sticky Board) Free standing bracket Available - White or Stainless steel Fly Catcher	197.00	Withdrawn	N/A	Y	W
Titan Alpha - Electronic Fly Killer (white)	126.50	Withdrawn	N/A	Y	W
Sunburst (Decorative Sticky Traps)	83.00	Withdrawn	N/A	Y	W
Titan 300 - Electronic Fly killer (available in Stainless steel or white)	244.50	Withdrawn	N/A	Y	W
* These prices are subject to supplier's fluctuation which officers will apply as appropriate.					
Delivery	1.50	Withdrawn	N/A	Y	W
Upon Request and at to be recharged at cost recovery	N/A	POA		Y	N
<b>ENVIRONMENTAL PERMITTING CHARGES</b>					
<b>Application fee</b>					
Standard Process (includes solvent emission activities) *	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Additional fee for operating without a permit	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Service Station PVR I / Dry Cleaner	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Service Station PVR I & II combined	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Vehicle refinishers & other reduced fee activities *	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Reduced fee activities: additional fee for operating without a permit	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Standard Mobile Crushing & Screening Plant (not using a simplified permits): For first and second applications	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
For the third to seventh applications	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
For the eighth and subsequent applications	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
* 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), add £279					
<b>Annual Subsistence fee</b>					
Standard Process Low	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Standard Process Medium	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Standard Process High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Service Station PVR I/Dry Cleaner - Low / Medium / High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Service Station PVR I & II Combined Low/Med/High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Vehicle refinishers & other reduced fee activities - Low / Medium / High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Standard Mobile Crushing and Screening Plant (not using simplified permits) : For the first and second permit - Low / Medium / High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
For the third to seventh permits - Low / Medium / High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
For the eighth and subsequent permits - Low / Medium / High	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Late payment fee	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
* 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	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Standard Process Partial Transfer	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
New operator at low risk reduced fee activity (extra one-off subsistence charge to cover additional risk assessment)	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Surrender	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Reduced Fee Process Transfer	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Reduced Fee Process Partial Transfer	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Temporary transfer of mobile plant permit: For the first transfer / For repeat transfers following enforcement or warning	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
<b>Substantial Change</b>					
Standard Process	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Standard Process where substantial change results in a new PPC activity	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
Reduced fee activity	TBC (set by DEFRA / EA)	TBC (set by DEFRA / EA)	N/A	O	NC
<b>FOOD SAFETY</b>					
<b>Food Premises Hygiene re-rating inspection within 1-3 months of application</b>					
(No guarantee of increased rating)					
Online Application	203.00	203.00	0.00%	O	I

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	% Change	VAT	NC/WW/NR
	£	£			
<b>Certificates and Booklets</b>					
Food Hygiene Books					
Food Hygiene Handbook	at costs	at costs	N/A	Z	I
Safer Food Better Business Pack (food safety management system ring bound & in colour)	13.75	14.75	7.27%	O	I
Safer Food Better Business Diary Pack.	3.25	3.50	7.69%	O	I
Food Export Certificate	64.00	0.00	-100.00%	O	W
Attestation (plus travel expenses at cost)	-	115.00	N/A	O	N
Export Health Certificate - via APHA (plus travel expenses at cost)	-	130.00	N/A	O	N
Export Health Certificate	-	64.00	N/A	O	N
Additional copy of Food Export Certificate	5.75	0.00	-100.00%	O	W
<b>Ship Sanitation Certificate</b>					
Gross Tonnage:					
Up to 1,000	£125 (set by APHA)	TBC (set by APHA)	N/A	O	NC
1,001 - 3,000	£170 (set by APHA)	TBC (set by APHA)	N/A	O	NC
3,001 - 10,000	£250 (set by APHA)	TBC (set by APHA)	N/A	O	NC
10,001 - 20,000	£325 (set by APHA)	TBC (set by APHA)	N/A	O	NC
20,001 - 30,000	£415 (set by APHA)	TBC (set by APHA)	N/A	O	NC
Over 30,000	£480 (set by APHA)	TBC (set by APHA)	N/A	O	NC
Vessels with the capacity to carry between 50 and 1,000 persons	£480 (set by APHA)	TBC (set by APHA)	N/A	O	NC
Vessels with the capacity to carry more than 1,000 persons	£820 (set by APHA)	TBC (set by APHA)	N/A	O	NC
Water Sample Cost as part of Ship Sanitation certificate process / Follow up sample costs	38.50	41.00	6.49%	O	W
Ship water Sample Cost, undertaken at any other time.	82.50	88.00	6.67%	O	W
Legionella sample costs as part Ship Sanitation Certificate process / Follow up sample costs	79.50	85.00	6.92%	O	W
Ship Legionella sample cost undertaken at any other time	110.00	117.50	6.82%	O	W
Ship Water Sample Cost, including lab costs and officer time	N/A	100.00	N/A	O	N
Ship Legionella Sample Cost - including lab costs and officer time	N/A	130.00	N/A	O	N
Full copy of Public Food Register (commercially valuable information)	1,450.00	1,547.00	6.69%	O	I
<b>Health and Safety Statement of Fact (for Civil Cases)</b>					
Charge for the first hour	111.00	118.50	6.76%	O	I
Additional hourly rate	42.00	45.00	7.14%	O	I
Travel expenses	at cost	at cost	N/A	O	I
<b>FISHERY HYGIENE</b>					
<b>Fishery Landings</b>					
Gross charge for each whole tonne of fish landed	1 Euro per tonne	1 Euro per tonne	N/A	O	NC
<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	N/A	O	NC
*to use latest exchange rate as per European Union Central Bank website Euro foreign exchange reference rates (europa.eu)					
<b>PRIVATE WATER SUPPLIES</b>					
<b>Private Water Supplies regulations 2008</b>					
Private water supply risk assessments and monitoring in accordance with the above Regulations (per hour)	35.00	37.50	7.14%	O	I
Private water supply sampling (per hour)	35.00	37.50	7.14%	O	I
Investigation costs (per hour)	35.00	37.50	7.14%	O	I
Travel expenses	at cost	at cost		Y	N
Laboratory Expenses		at cost			N
<b>CONTAMINATED LAND ENQUIRIES</b>					
Per first hour	55.00	58.50	6.36%	Y	I
Per hour thereafter	110.00	117.50	6.82%	Y	I
Travel expenses	at cost	at cost		Y	NC
<b>THORNTON LITTLE THEATRE</b>					
<b>Advertising Banners</b>					
Banner space on Thornton Little Theatre building (2 weeks)	60.00	60.00	0.00%	Y	NC
Promotion - Banner Boards at Thornton Little Theatre (price per 2 weeks)	60.00	60.00	0.00%	Y	NC
Online Media Package for events at Thornton Little Theatre	180.00	180.00	0.00%	Y	NC
Press Package for events at Thornton Little Theatre	150.00	150.00	0.00%	Y	NC
Print Package for events at Thornton Little Theatre	250.00	250.00	0.00%	Y	NC
<b>Non Commercial Charges/ Community Rates (Stage Shows, Concerts etc.)</b>					
<b>Monday to Sunday</b>					
Full Day and Evening (09:00 to 22:00)	500.00	500.00	0.00%	Y	NC
Mornings (09:00 to 13:00)	200.00	200.00	0.00%	Y	NC
Afternoons (13:00 to 17:00)	200.00	200.00	0.00%	Y	NC
All Day (09:00 to 17:00)	300.00	300.00	0.00%	Y	NC
Evening (17:00 to 22:00)	350.00	350.00	0.00%	Y	NC
Additional Hourly Rate (per hour)	50.00	50.00	0.00%	Y	NC
<b>Additional Performance/Matinee Charge</b>					
Monday to Saturday	250.00	250.00	0.00%	Y	NC
Sundays/Bank Holidays	500.00	500.00	0.00%	Y	NC
Additional Staff (per person per hour)	30.00	30.00	0.00%	Y	NC
Additional Hourly Charge (between 23:00 and 08:00) (from 1 April (22:00 and 09:00))	50.00	50.00	0.00%	Y	NC
<b>Commercial Charges (Stage Shows, Concerts etc.)</b>					
<b>Monday to Sunday</b>					
Full Day and Evening (08:00 to 23:00) (from 1 April (09:00 to 23:00))	1,300.00	1,300.00	0.00%	Y	NC
Mornings (08:00 to 13:00) (from 1 April (09:00 to 13:00))	400.00	400.00	0.00%	Y	NC
Afternoons (13:00 to 17:00)	400.00	400.00	0.00%	Y	NC
All Day (08:00 to 17:00) (from 1 April (09:00 to 17:00))	650.00	650.00	0.00%	Y	NC
Evening (17:00 to 23:00)	900.00	900.00	0.00%	Y	NC
Additional Hourly Rate (per hour)	100.00	100.00	0.00%	Y	NC
Additional Staff (per person per hour)	50.00	50.00	0.00%	Y	NC
Additional Hourly Charge (between 23:00 and 08:00) (from 1 April (23:00 and 09:00))	100.00	100.00	0.00%	Y	NC
<b>Studio Room</b>					
Session rates am/pm/evening (per session) Non Commercial/ Community Rate	100.00	100.00	0.00%	Y	NC
Half studio room for uses as dressing room (per hour -min 2hrs)	12.50	12.50	0.00%	Y	NC

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	% Change	VAT	NC/II/NR
<b>Commercial Charges (Other than Stage Shows)</b>					
Session rates am/pm (per session)	120.00	120.00	0.00%	Y	NC
Session rates evening (per session)	200.00	200.00	0.00%	Y	NC
<b>Miscellaneous (per hour unless otherwise stated)</b>					
Sales of Show Tickets for Private Hire (commission)	10%of gross plus vat	10%of gross plus vat	N/A	+	NC
* 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	-	-	Remove	Y	W
Saturday Ceremony	-	-	Remove	Y	W
Afternoon Ceremony and Reception up to 7pm Monday to Friday	-	-	Remove	Y	W
Afternoon Ceremony and Reception up to 7pm on Saturday	-	-	Remove	Y	W
Afternoon and Evening Receptions Mon-Sat	1,140.00	1,140.00	0.00%	Y	NC
Afternoon Ceremony followed by Afternoon and Evening Receptions (Mon-Fri)	-	-	Remove	Y	W
Afternoon Ceremony followed by Afternoon and Evening Receptions ( Sat)	-	-	Remove	Y	W
Evening Reception Only	960.00	960.00	0.00%	Y	NC
Late Ceremony (after 4pm) followed by Evening Reception (Mon to Sat)	-	-	Remove	Y	W
Parties/ Dinners and Other Social Celebrations 7-11pm	from 500.00 POA	from 500.00 POA	N/A	+	NC
Funeral Gatherings. 2 hours typical hire.	from 200.00 POA	from 200.00 POA	N/A	+	NC
Children's Birthday Parties	from 200.00 POA	from 200.00 POA	N/A	+	NC
<b>MARINE HALL</b>					
<b>Advertising Banners</b>					
Banner space on Thornton Little Theatre building (2 weeks)	60.00	60.00	0.00%	Y	NC
Promotion - Banner Boards at Thornton Little Theatre and Marine Hall (price per 2 weeks)	60.00	60.00	0.00%	Y	NC
Larger Banner Sites subject to availability					
Online Media Package for events at Marine Hall and Thornton Little Theatre	180.00	180.00	0.00%	Y	NC
Press Package for events at Marine Hall and Thornton Little Theatre	150.00	150.00	0.00%	Y	NC
Print Package for events at Marine Hall and Thornton Little Theatre	250.00	250.00	0.00%	Y	NC
<b>Non Commercial Charges / Community Rates (Stage Shows, Concerts etc.)</b>					
<b>Monday to Sunday</b>					
Full Day and Evening (08:00 to 23:00) (from 1 April 09:00 to 23:00)	1,300.00	1,300.00	0.00%	Y	NC
Mornings (08:00 to 13:00) (from 1 April 09:00 to 13:00)	400.00	400.00	0.00%	Y	NC
Afternoons (13:00 to 17:00)	400.00	400.00	0.00%	Y	NC
All Day (08:00 to 17:00) (from 1 April 09:00 to 17:00)	700.00	700.00	0.00%	Y	NC
Evening (17:00 to 23:00)	800.00	800.00	0.00%	Y	NC
Additional Hourly Rate (per hour)	100.00	100.00	0.00%	Y	NC
Additional Staff (per person per hour)	30.00	30.00	0.00%	Y	NC
<b>Commercial Charges (Stage Shows, Concerts etc.)</b>					
<b>Monday to Sunday</b>					
Full Day and Evening (08:00 to 23:00) (from 1 April 09:00 to 23:00)	2,000.00	2,000.00	0.00%	Y	NC
Mornings (08:00 to 13:00) (from 1 April 09:00 to 13:00)	600.00	600.00	0.00%	Y	NC
Afternoons (13:00 to 17:00)	600.00	600.00	0.00%	Y	NC
All Day (08:00 to 17:00) (from 1 April 09:00 to 17:00)	1,000.00	1,000.00	0.00%	Y	NC
Evening (17:00 to 23:00)	1,200.00	1,200.00	0.00%	Y	NC
Additional Hourly Rate (per hour)	100.00	100.00	0.00%	Y	NC
Additional Staff (per person per hour)	50.00	50.00	0.00%	Y	NC
Security Staff Additional. Quotes available					
<b>Marine café/The Waterfront Room/Wyre Bar</b>					
<b>Non Commercial Charges / Community Rates</b>					
<b>Monday to Sunday</b>					
08:00 to 23:00	50.00	50.00	0.00%	Y	NC
(per hour, minimum 2 hrs)					
Waterfront & Wyre Bar for use as dressing rooms (per hour - minimum 2hrs)	25.00	25.00	0.00%	Y	NC
Waterfront or Wyre Bar Funeral (2 hours minimum hire)	from 200.00 POA	from 200.00 POA	0.00%	Y	I
<b>Commercial Charges</b>					
<b>Monday to Sunday</b>					
08:00 to 23:00	60.00	60.00	0.00%	Y	NC
(per hour, minimum 2 hour use)					
<b>Outdoor Performance Area</b>					
<b>Monday to Sunday</b>					
<b>Non Commercial Charges/Community Rates</b>					
08:00 to 23:00	POA	POA	N/A	Y	NC
<b>Commercial Charges</b>					
08:00 to 23:00	POA	POA	N/A	Y	NC
<b>Miscellaneous</b>					
Hire of Radio Microphones (per day per microphone)	POA			+	NC
Extra Whiteboard (per event)	POA			+	NC
Flip Chart (per event)	POA			+	NC
Screen Only (per event)	POA			+	NC
PA Set Up (internal)	POA			+	NC
PA Set Up (external)	POA			+	NC
XGA Data Projector with Screen (per event)	POA			+	NC
Stage extension	POA			+	NC
Catwalk	POA			+	NC
Batteries	POA			+	NC
Gaffer tape	10.00			+	W
Electricity up to 1Kw	20.00			+	W
Electricity above 1Kw	20.00			+	W
Haze machine (incl liquid)	POA			+	NC
Table slip/overlay	2.00			Y	W
Equipment, Stage Equipment and associated Electricity Charges and Sundries		POA		+	N
Additional equipment may be hired in and charged for as requested/required. Please ask if you require any specialist or additional equipment.		POA		+	NC
Sale of Show Tickets for Private Hire	10% of gross plus vat	10% of gross plus vat		+	NC
Postage Fee for Credit Cards/Handling Charge	n/a	n/a		Y	NC
Postage for tickets posted out to customer	1.00	1.00	0.00%	Y	NC
Booking Fee (Website and Phone bookings)	1.50	1.50	0.00%	Y	NC
*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>					
<b>Monday to Sunday</b>					
Subject to negotiations with Commercial Manager					
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 Festival Stalls</b>					
5ft stall	45.00	45.00	0.00%	Y	I
10ft stall	85.00	85.00	0.00%	Y	I
3x3m stall	110.00	110.00	0.00%	Y	I
4.5x3m stall	POA	POA	N/A	Y	I
Car boot					
5ft	25.00	25.00	0.00%	Y	I
10ft	30.00	30.00	0.00%	Y	I
Clothes Rail					
5ft	20.00	20.00	0.00%	Y	I
10ft	20.00	20.00	0.00%	Y	I

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	% Change	VAT	NC/WW/NR
	£	£			
<b>Wedding Prices</b>					
New packages are also being developed for Parties & other Social Events					
Please contact the venue for further information and charges.					
<b>Main Hall</b>					
Ceremony Only (Mon -Fri)	500.00	500.00	0.00%	Y	NC
Ceremony Only Saturday)	700.00	700.00	0.00%	Y	NC
Afternoon Ceremony and Reception up to 7pm Mon-Friday	1,200.00	1,200.00	0.00%	Y	NC
Afternoon Ceremony and Reception up to 7pm Saturday	1,200.00	1,200.00	0.00%	Y	NC
Afternoon and Evening Receptions Mon-Sat	1,900.00	1,900.00	0.00%	Y	NC
Afternoon Ceremony followed by Afternoon and Evening Receptions (Mon-Fri)	2,000.00	2,000.00	0.00%	Y	NC
Afternoon Ceremony followed by Afternoon and Evening Receptions (Saturday)	2,400.00	2,400.00	0.00%	Y	NC
Evening Reception Only Mon-Sat	1,400.00	1,400.00	0.00%	Y	NC
Late Ceremony (4pm onwards) followed by evening reception (Mon -Fri)	1,700.00	1,700.00	0.00%	Y	NC
Late Ceremony (4pm onwards) followed by evening reception (Saturday)	1,900.00	1,900.00	0.00%	Y	NC
Assistance with Dressing the room per person per hour	40.00	40.00	0.00%	Y	NC
<b>MOUNT PAVILION</b>					
Wedding Ceremony (Mon to Fri)	500.00	500.00	0.00%	Y	NC
Wedding Ceremony (Saturday)	700.00	700.00	0.00%	Y	NC
Community Hire am/pm/eve session (up to 4 hours) or Minimum of 2 hours hire at hourly rate.	120.00 or 30.00 per hour	120.00 or 30.00 per hour	0.00%	Y	NC
Commercial Hire am/pm/eve session (up to 4 hours) or Minimum of 2 hours hire at hourly rate	200.00 or 50.00 per hour	200.00 or 50.00 per hour	0.00%	Y	NC
Funeral gathering / Anniversary Celebration or Children's Party (2 hours typical hire)	from 200.00 POA	from 200.00 POA	0.00%	Y	NC
Lodge Meeting Rooms	POA	POA	0.00%	Y	NC
<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 (inclusive of grant and registration fee) <i>No charge to family that meet criteria of CFF</i>	178.00	190.00	6.74%	O	I
Person whose age at death exceeds three years for interments new and reopen fees. 7'6" 6'0" 4'6"	770.00	821.50	6.69%	O	I
Reopen graves, move and reinstall headstone fee	150.00	160.00	6.67%	O	I
Interment of cremated remains	208.00	222.00	6.73%	O	I
Scattering of cremated remains	128.00	136.50	6.64%	O	I
Public Burial					
Person whose age at death exceeds three years	783.00	835.50	6.70%	O	I
<b>Saturday Interments (between 9.00am to 12.30pm)</b>					
Minimum Charge for Burial interment includes standard interment fee	1,658.00	1,769.00	6.69%	O	I
Minimum Charge for Cremated Remains interment includes standard interment fee	416.00	444.00	6.73%	O	I
<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)*	892.00	952.00	6.73%	O/E	I
Interment Fee (see above dependant on depth)					
<u>New Baby Garden of Remembrance at Fleetwood and Poulton New Cemetery</u>					
Purchase of exclusive right of burial for 50 years* (available for under three years of age)	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			
Interment fee (see above)	247.00	263.50	6.68%	O/E	I
Woodland Burials (POULTON NEW CEMETERY)					
Purchase of exclusive right of burial for 50 years (Including tree and planting and Grant)*	1,143.00	1,219.50	6.69%	O/E	I
Interment Fees see above					
*VAT exempt if bought in advance					
<b>Reservation of Cremated Remains Section</b>					
Fleetwood Cemetery					
Purchase of exclusive right for 50 years (Incl Grant Reg) <i>(for the right to inter up to 6 caskets)*</i>	433.00	462.00	6.70%	O/E	I
Fleetwood Cemetery - Cremated Remains Section					
Purchase of exclusive rights of burial for 50 years <i>(for the right to inter up to 6 caskets)*</i>	405.00	432.00	6.67%	O/E	I
Interment Fee (see above)					
Fleetwood Cemetery - Garden of Remembrance Section					
Exclusive rights for scattering for 50 years	283.00	302.00	6.71%	O	I
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)*	309.00	329.50	6.63%	O/E	I
Interment fee (see above)					
<b>Reservation of Cremated Remains Section</b>					
Preesall and Poulton New Cemeteries					
Purchase of exclusive right of burial for 50 years (for the right to inter up to 4 caskets Incl Grant R	337.00	359.50	6.68%	O/E	I
Fleetwood Cemetery Columbarium					
For the right to deposit the cremated remains in a niche for a period of 50 years (up to four caskets)	625.00	667.00	6.72%	O/E	I
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.	173.00	189.00	9.25%	E/+	I
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	549.50	6.70%	O	I
Second and Subsequent interments	208.00	222.00	6.73%	O	I
Vaults or walled Graves					
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	I
Use of Cemetery Chapel					
Only available at Poulton New Cemetery	210.00	224.00	6.67%	O	I
<b>Public Burial</b>					
Person whose age at death exceeds seven years (Include Certificate of Burial)	783.00	835.50	6.70%	O	I
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</b>					
Saturday interment within 9.30-12.30 only (incl standard interment fee)	<del>4,658.00</del>	<del>4,769.00</del>	6.69%	O	W
Saturday interment ashes within 9.30-12.30 only (incl standard interment fee)	<del>416.00</del>	<del>444.00</del>	6.73%	O	W
Notice of Interment / Registration	28.00	30.00	7.14%	O	I
Transfer/Grant Form	28.00	30.00	7.14%	O	I
Late Funerals beyond 20 minutes of booked time	203.00	216.50	6.65%	O	I
Change of Coffin size after first notification	203.00	216.50	6.65%	O	I
Single Grave Search	23.00	24.50	6.52%	O	I
Exhumation of Body (Administrative Fees)	957.00	1,021.00	6.69%	O	I
Exhumation of Body Fees – as Grounds Maintenance					
<b>Memorial Benches/Plaques - Cemetery and Non-Cemetery</b>					
Memorial Bench Scheme (see note)					
Purchase of memorial name plaque for bench (see note)	Ad hoc	Ad hoc		Y	I
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"	314.50	343.00	9.06%	Y	I
Memorial Mushroom Plaques	228.00	248.00	8.77%	E	I
Sundial and Baby Garden Plaques 10" x 4"	231.00	252.00	9.09%	Y	I
8" x 4"	200.50	219.00	9.23%	Y	I
7" x 4"	181.50	198.00	9.09%	Y	I
Pictures or designs may be added at an additional cost, currently at cost					
Renewal Fee 15yr lease plaques		100.00	N/A	O	N

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	% Change	VAT	NC/WW/NR
	£	£			
<b>CEMETERIES - MEMORIAL</b>					
<b>Miscellaneous Charges</b>					
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	128.00	136.50	6.64%	O	I
Erection of monument or memorial works without the submission of an application and fee to the Registrar and approval received	489.00	522.00	6.75%	O	I
Reopen Graves, move and reinstall headstone fee	150.00	160.00	6.67%	O	I
<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.	190.00	202.50	6.58%	O	I
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")	140.00	149.50	6.79%	O	I
Deposit of stone flower vase	105.00	112.00	6.67%	O	I
Gardens of Remembrance Tablet Fee	70.00	74.50	6.43%	O	I
Permission for additional inscriptions on existing memorials (all sections)	130.00	138.50	6.54%	O	I
<b>Columbarium - Moorland Road Cemetery</b>					
First Inscription charge and removing and refixing tablet *inc. VAT	154.00	164.50	6.82%	O	I
For the right to remove the tablet, cut additional inscription and re-fixing tablet *inc. VAT	104.00	111.00	6.73%	O	I
<b>Columbarium - Fleetwood Cemetery</b>					
Standard Casket/Um including nameplate - minimum price	72.00	77.00	6.94%	Y	I
Bronze Vase and Holder *inc VAT	46.00	50.00	8.70%	Y	I
First inscription up to 80 letters £2 per additional letters	173.00	189.00	9.25%	Y	I
Additional inscription	186.00	203.00	9.14%	Y	I
Photo Plaques		at cost plus admin			N
<b>MARSH MILL</b>					
<b>Entry/Tour</b>					
Adult	-	-		Y	W
Concessionary (age 5 to 16 years (no under 5's able to do a tour)/Senior Citizen	-	-		Y	W
Family (Any party of 3 visitors that includes at least 1 adult & 1 concessionary)	-	-		Y	W
Group Booking/Tour – 15 or more	-	-		Y	W
School Groups – 15 or more (inc. other children groups e.g. Scouts)	-	-		Y	W
Evening and Weekday Group Bookings	-	-		Y	W
*If the visit includes imparting educational instruction the fee will be exempt for VAT					
<b>Hire Charges</b>					
First Floor/Side Room/Ground Floor (1/2 day)	-	-		E	W
First Floor/Side Room/Ground Floor (full day)	-	-		E	W
Kiln House Hire (week)	-	-		E	W
Kiln House Hire (month)	-	-		E	W
Talks, demonstration and workshops entrance to first floor:					
<b>COUNTRYSIDE</b>					
<b>Slide Talks</b>					
Per Group	40.00	0.00	-100.00%	Y	W
<b>Walks</b>					
Full day (over 4 hours)	5.00	5.00	0.00%	Y	NC
Half day (2 - 4 hours)	4.00	4.00	0.00%	Y	NC
Concessions-£4 off					W
Special events or activities charged as advertised					
<b>Group Visits - Ranger led activities with Environmental Educational Theme at Wyre Sites</b>					
Groups Charge Fixed price - Full day	0.00	64.00	N/A	E	NC
Groups Charge Fixed price - Half day	0.00	42.50	N/A	E	NC
<b>WYRE ESTUARY COUNTRY PARK</b>					
<b>Group Visits - Ranger led activities with Environmental Educational Theme</b>					
Groups Charge Fixed price include the outdoor classroom if needed - Full day	60.00	64.00	6.67%	Y	I
Groups Charge Fixed price include the outdoor classroom if needed - Half day	40.00	42.50	6.25%	Y	I
Education woodlands charged at discretion as per activity requested				Y	NC
Special events are charged in accordance with Countryside Activities Programme					NC
<b>ROSSALL POINT</b>					
<b>Hire of Rossall Point - Ranger led activities with Environmental Educational Theme</b>					
(only available when not open to the public)					
Groups Charge Fixed price include use of the Tower - Full day	60.00	64.00	6.67%	E	I
Groups Charge Fixed price include use of the Tower - Half day	40.00	42.50	6.25%	E	NC
<b>OUTDOOR AMENITY SITES</b>					
<b>Bowls - per hour</b>					
Ordinary	3.80	3.80	0.00%	Y	NC
Junior (up to 16years)/Senior Citizen/ Over 60	2.80	2.80	0.00%	Y	NC
Annual Contract (VAT exempt only if block booking criteria met)	37.00	37.00	0.00%	E	NC
Winter Contract (VAT exempt only if block booking criteria met)	23.00	23.00	0.00%	E	NC
Summer Contract (VAT exempt only if block booking criteria met)	23.00	23.00	0.00%	E	NC
Seven Day Contract	13.50	13.50	0.00%	Y	NC
<b>Hire of Green (minimum 2 hours)</b>					
Matches per hour (League Fixtures)	12.50	12.50	0.00%	Y	NC
Group Hire per hour	12.50	12.50	0.00%	Y	NC
<i>NB. Fees for hire of bowling Green are only exempt for VAT if they are to a Bona Fide* club if the following criteria is not met VAT will be charged.</i>					
<i>* All the following criteria must be met</i>					
<i>1.Facilities are let exclusively to a school, constituted club or association or an organisation representing an affiliated club</i>					
<i>2.Bookings are for 10 or more sessions</i>					
<i>3.Each session is for the same sport/activity at the same location</i>					
<i>4.The interval between each session is at least 1 day but no more than 14 days</i>					
<b>Crazy Golf</b>					
Adult	3.00	3.00	0.00%	Y	NC
Junior (up to 16 years)/Senior Citizen/Over 60	2.00	2.00	0.00%	Y	NC
Lost Golf Balls	1.00	1.00	0.00%	Y	NC
<b>Pitch and Putt</b>					
Fleetwood - 9 hole Adult	4.00	4.00	0.00%	Y	NC
Junior (up to 16 years)/Senior Citizen/Over 60	3.00	3.00	0.00%	Y	NC
Lost Golf Balls	1.00	1.00	0.00%	Y	NC
<b>HEALTH AND WELLBEING</b>					
<b>Wyre Wheels disability cycling</b>					
Per session	4.00	4.00	0.00%	E	NC
<b>Community exercise classes</b>					
Per session	2.00	2.00	0.00%	E	NC
<b>NEIGHBOURHOOD SERVICES AND COMMUNITY SAFETY PORTFOLIO</b>					
<b>CAR PARKING - OFF STREET</b>					
<b>Rough Lea Road, Cleveleys -</b>					
<b>Daily 08:00 – 18:00 (Motor car)</b>					
Up to 1 hour	1.00	1.00	0.00%	Y	NC
Up to 2hrs (Max stay 2hrs)	2.00	2.00	0.00%	Y	NC
Wyre Residents Disabled Permit Scheme Up to 3hrs	FREE	FREE			NC
<b>Promenade North, Cleveleys -</b>					
<b>Daily 08:00 – 18:00 (Motor car)</b>					
Up to 1 hour	1.00	1.00	0.00%	Y	NC
Up to 2hrs	2.00	2.00	0.00%	Y	NC
Wyre Residents Disabled Permit Scheme Up to 3hrs	FREE	FREE			NC
<b>Derby Road West, Cleveleys -</b>					
<b>Daily 08:00 – 18:00 (Motor car)</b>					
Up to 1 hour	1.00	1.00	0.00%	Y	NC
Up to 2hrs	n/a	n/a			NC
Up to 3hrs	2.00	2.00	0.00%	Y	NC
2hrs-4hrs	n/a	n/a			NC
Over 4hrs	n/a	n/a			NC
All Day (Transferable between Long stay car parks)	3.50	3.50	0.00%	Y	NC



	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	% Change	VAT	NC/WW/NR
Wyre Residents Permit Scheme Up to 3 hrs	£ FREE	£ FREE			NC
Monthly Season Ticket	See below	See below			NC
<b>Derby Road East/Slincoer Road, Cleveleys -</b>					
<b>Daily 08:00 – 18:00 (Motor car)</b>					
Up to 1 hour	1.00	1.00	0.00%	Y	NC
Up to 2hrs	n/a	n/a			NC
Up to 3hrs	2.00	2.00	0.00%	Y	NC
Over 2hrs-4hrs	n/a	n/a			NC
Over 4hrs – 6hrs	n/a	n/a			NC
Over 6hrs	n/a	n/a			NC
All Day (Transferable between Long stay car parks)	3.50	3.50	0.00%	Y	NC
Wyre Residents Permit Scheme Up to 3 hrs	FREE	FREE			NC
Monthly Season Ticket	See below	See below			NC
<b>Jubilee Gardens, Cleveleys -</b>					
<b>Daily 08:00 – 18:00 (Motor car)</b>					
Up to 1 hour	1.00	1.00	0.00%	Y	NC
Up to 2hrs	n/a	n/a			NC
Up to 3hrs	2.00	2.00	0.00%	Y	NC
Over 2hrs-4hrs	n/a	n/a			NC
Over 4hrs – 6hrs	n/a	n/a			NC
Over 6hrs	n/a	n/a			NC
All Day	3.50	3.50	0.00%	Y	NC
Wyre Residents Permit Scheme Up to 3 hrs	FREE	FREE			NC
Monthly Season Ticket	See below	See below			NC
<b>Custom House Lane, Fleetwood -</b>					
<b>Daily 08:00 – 18:00 (Motor car)</b>					
Up to 1 hour	1.00	1.00	0.00%	Y	NC
Up to 2hrs	n/a	n/a			NC
Up to 3hrs	2.00	2.00	0.00%	Y	NC
Over 2hrs-4hrs	n/a	n/a			NC
Over 4hrs	n/a	n/a			NC
All Day	3.50	3.50	0.00%	Y	NC
Wyre Residents Permit Scheme Up to 3 hrs	FREE	FREE			NC
Monthly Season Ticket	See below	See below			NC
<b>Albert Street/Church Street, Fleetwood -</b>					
<b>Daily 08:00 – 18:00 (Motor car)</b>					
Up to 1 hour	1.00	1.00	0.00%	Y	NC
Up to 2hrs	n/a	n/a			NC
Up to 3hrs	2.00	2.00	0.00%	Y	NC
Over 2hrs-4hrs	n/a	n/a			NC
Over 4hrs-6hrs	n/a	n/a			NC
Over 6hrs	n/a	n/a			NC
All Day	3.50	3.50	0.00%	Y	NC
Wyre Residents Permit Scheme Up to 3 hrs	FREE	FREE			NC
Monthly Season Ticket	See below	See below			NC
<b>Hardhorn Road (Wheatshaf Way), Poulton-le-Fylde -</b>					
<b>Daily 08:00 – 18:00 (Motor car)</b>					
Up to 1 hour	1.00	1.00	0.00%	Y	NC
Up to 2hrs	n/a	n/a			NC
Up to 3hrs	2.00	2.00	0.00%	Y	NC
Over 2hrs-4hrs	n/a	n/a			NC
Over 4hrs-6hrs	n/a	n/a			NC
Over 6hrs	n/a	n/a			NC
All Day	3.50	3.50	0.00%	Y	NC
Wyre Residents Permit Scheme Up to 3 hrs	FREE	FREE			NC
Monthly Season Ticket	See below	See below			NC
<b>High Street, Garstang -</b>					
<b>Daily 08:00 – 18:00 (Motor car)</b>					
Up to 1 hour	1.00	1.00	0.00%	Y	NC
Up to 2hrs	n/a	n/a			NC
Up to 3hrs	2.00	2.00	0.00%	Y	NC
Over 2hrs-4hrs	n/a	n/a			NC
Over 4hrs-6hrs	n/a	n/a			NC
Over 6hrs	n/a	n/a			NC
All Day	3.50	3.50	0.00%	Y	NC
Wyre Residents Permit Scheme Up to 3 hrs	FREE	FREE			NC
Monthly Season Ticket	See below	See below			NC
<b>Overnight Parking</b>					
All car parks Daily 6pm -8am (18.00-08.00) Motor Car	2.00	2.00	0.00%	Y	NC
<b>Season tickets (Long Stay Car Parks):</b>					
Albert Street, Derby Road East, Derby Road West, Hardhorn Road, High Street, Jubilee Gardens					
1 month	45.00	45.00	0.00%	Y	NC
3 months	120.00	120.00	0.00%	Y	NC
6 months	200.00	200.00	0.00%	Y	NC
12 months	300.00	300.00	0.00%	Y	NC
Administration fee for change of vehicle					
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	0.00%	Y	NC
Replacement Permit	12.00	12.00	0.00%	Y	NC
<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.					
<b>Parking Dispensations</b>					
Per vehicle per period of up to 7 whole days	25.00	25.00	0.00%	Y	NC
<b>Motorhome Overnight Parking at Fleetwood Central Car Park</b>					
Charge per night (maximum of 3 nights)	5.00	5.00	0.00%	Y	I
<b>HOUSING</b>					
<b>Private Sector Housing Grant Assistance - 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).		+	NC
*Charge rate applicable as per date of grant approval					
<b>Housing Act 2004</b>					
Charges for Enforcement Notices - per notice	508.50	542.50	6.69%	O	I
<b>Licensing Of Houses In Multiple Occupation</b>					
Initial Licence determination (NB: Discounts may be awarded in recognition of specified conditions)	1,125.00	1,200.50	6.71%	O	I
Renewal Fee (Every 5 years)	300.00	320.00	6.67%	O	I
<b>Additional Service Charges: (charged on a specific case basis)</b>					
<b>All fees subject to an Administration charge</b>					
<b>Administration Charge</b>					
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).	25.00 (+admin charge)	26.50 (+admin charge)	6.00%	O	I
Reprocessing form after amendments received.	25.00 (+admin charge)	26.50 (+admin charge)	6.00%	O	I
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.	25.00 (+admin charge)	26.50 (+admin charge)	6.00%	O	I
Revisit where no access gained previously.	39.50 (+admin charge)	42.00 (+admin charge)	6.33%	O	I
Assisted application – Full assistance provided in making the	281.00	300.00	6.76%	O	I

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	% Change	VAT	NC/IW/NR
application, measuring rooms, drawing sketch plans, etc.	£	£			
Variation of licence.	(+admin charge) 281.00	(+admin charge) 300.00	6.76%	O	I
	(-admin charge)	(+admin charge)		O	I
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				O	
<b>UK Entry Visa Housing Inspections</b>					
Charge for inspection and production of report	107.50	114.50	6.51%	+	I
<b>Care and Repair Handyperson Service Charge</b>					
Charge per job	34.00	10.00	-70.59%	Y	D
<b>PLANNING POLICY AND ECONOMIC DEVELOPMENT PORTFOLIO</b>					
<b>DEVELOPMENT MANAGEMENT</b>					
<b>Location Plans</b>					
Ordinance Survey fee - initial charge	See appendix	See appendix		Y	I
<b>Pre Application Discussions</b>					
Major applications				Y	I
-initial meeting	Refer to Pre-App Schedule of Fees	Refer to Pre-App Schedule of Fees		Y	I
-follow up meeting	Refer to Pre-App Schedule of Fees	Refer to Pre-App Schedule of Fees		Y	I
Significant Major applications				Y	I
-initial meeting	Refer to Pre-App Schedule of Fees	Refer to Pre-App Schedule of Fees		Y	I
-follow up meeting	Refer to Pre-App Schedule of Fees	Refer to Pre-App Schedule of Fees		Y	I
<b>BUILDING CONTROL</b>					
<b>Administration</b>					
Supply of non-standard data and information (including responding to Solicitor's enquiries)	75.00	75.00	0.00%	Y	NC
Building Regulations Confirmation Letter	75.00	75.00	0.00%	Y	NC
Administration fee for withdrawing an application and charges	Refer to Building Control Schedule of Fees	Refer to Building Control Schedule of Fees		Y	NC
Reopen Archived Applications	Refer to Building Control Schedule of Fees	Refer to Building Control Schedule of Fees		Y	NC
Copy of Completion Certificates	30.00	30.00	0.00%	Y	NC
Copy of Decision Notice	30.00	30.00	0.00%	Y	NC
<b>High Hedge Applications</b>	497.00	500.00	0.60%	E	I
<b>Tree Preservation Order</b>	At cost	At cost		Y	NC
<b>MARKETS</b>					
<b>Fleetwood Market</b>					
<b>Administration</b>					
Administration fee re new lease for indoor stall	72.00	72.00	0.00%	Y	NC
Change of Use Fee	36.00	36.00	0.00%	Y	NC
Assignment Fee	120.00	120.00	0.00%	Y	NC
Outside market rentals					
Summer - June to October (per day)					
Tuesday	30.00	30.00	0.00%	Y	NC
Thursday	30.00	30.00	0.00%	Y	NC
Friday	30.00	30.00	0.00%	Y	NC
Saturday	30.00	30.00	0.00%	Y	NC
Any trader opening a FOOD stall all 4 days June to Oct will be charged	72.00	72.00	0.00%	Y	NC
Any trader opening any other non food stall all 4 days June to Oct will be charged	90.00	90.00	0.00%	Y	NC
Winter - November to May (per day)					
Tuesday	12.00	15.00	25.00%	Y	I
Thursday	12.00	15.00	25.00%	Y	I
Friday	12.00	15.00	25.00%	Y	I
Saturday	12.00	15.00	25.00%	Y	I
Reduction's negotiable to local producer groups in first year.					
Outdoor Fresh Produce Kiosks					
Single Units	£84 per week intro offer	N/A	N/A	Y	W
Double Unit	£120 per week intro offer	N/A	N/A	Y	W
If none food £80 per week	96.00	96.00	0.00%	Y	NC
Hire of gazebo per day - remove	6.25	N/A	N/A	+	W
<b>Poulton Market</b>					
Summer - April to September (for 3 meters linear frontage)	26.00	26.00	0.00%	O	NC
Winter - October to March (for 3 meters linear frontage)	16.00	16.00	0.00%	O	NC
Additional frontage charged per metre	6.00	6.00	0.00%	O	NC
<b>Cleveleys Market</b>					
Summer - April to September (for 3 meters linear frontage)	15.00	15.00	0.00%	O	NC
Introductory Food Offer - remove	10.00	0.00	-100.00%	O	W
Additional frontage charged per metre	5.00	5.00	0.00%	O	NC
<b>Market House Studios</b>					
Members fees (per month) <b>Non-Commercial-Rates</b>	5.00	0.00	-100.00%	+	W
Monthly bookings by community artist (operated under licence)*:					
Studio 1	288.00	288.00	0%	Y	NC
Studio 2a	96.00	96.00	0%	Y	NC
Studio 2b	96.00	96.00	0%	Y	NC
Studio 3	126.00	138.00	10%	Y	I
Studio 5	186.00	186.00	0%	Y	NC
Studio 6	126.00	126.00	0%	Y	NC
Studio 7	192.00	192.00	0%	Y	NC
Studio 8 (long term lease available for accessible reasons only)	150.00	180.00	20%	Y	I
* higher prices are chargeable for commercial use of the studios					
Short term bookings:					
Studio 4 - Hourly Rate		18.00	N/A	Y	N
Studio 4 - 4 hour session (morning/afternoon/evening)	30.00	36.00	20%	Y	I
Studio 4 - 4 hour session (morning/ afternoon split including lunch time)		48.00	N/A	Y	N
Studio 4 - per day	60.00	66.00	10%	Y	I
Studio 4 - per week	150.00	200.00	33%	Y	I
Gallery and Studio 8 - per day	25.00	36.00	44%	Y	I
Gallery and Studio 8 - per week	50.00	96.00	92%	Y	I
Gallery and Studio 8 - per month	150.00	240.00	60%	Y	I
Equipment (including technical support)		POA	N/A	Y	N

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	% Change	VAT	NC/II/NR
	£	£			
<b>ESTATES</b>					
<b>Administration</b>					
Use of land for funfair - per operational day up to 14 rides/stalls	350.00	350.00	0%	E	NC
Additional ride/stall per day	50.00	50.00	0%	E	NC
Use of land for funfair to support qalas	250.00	250.00	0%	E	NC
Use of land for circus - per operational day	400.00	400.00	0%	E	NC
Use of land licence agreement	60.00	60.00	0%	E	I
Call out fee	60.00	60.00	0%	Y	I
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	NC
Use of land for funfair - non operations per day	75.00	75.00	0%	E	NC
Extra cleaning/damage to property/land	Subject to quotation	Subject to quotation	N/A	O	NC
Cancellation within 7 working days before the event	30% of the total fee of the event	30% of the total fee of the event	N/A	O	NC
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	N/A	O	NC
<b>Filming</b>					
Permit to film - Students/Registered Charities	Free	Free		-	NC
Permit to film - Commercial/film companies	102.00	102.00	0.00%	Y	NC
Licence to film - Students/Registered Charities	51.00	51.00	0.00%	Y	NC
Licence to film - Commercial/film companies	POA	POA		Y	NC
Late notice fee (less than 48 hours)	153.00	153.00	0.00%	Y	NC
Licence to film using a drone	100.00	100.00	0.00%	Y	NC
Use of council land/buildings to be charged as appropriate with a minimum of £100 per day	to be reviewed upon request	to be reviewed upon request		Y	NC
<b>Butts Close</b>					
Administration fee for new Lease	153.00	153.00	0.00%	E	NC
Administration fee for early termination of the Lease	204.00	204.00	0.00%	E	NC
<b>Skippool Creek</b>					
Administration fee for new Licence	60.00	60.00	0.00%	E	NC
Administration fee for assignment of Licence	60.00	60.00	0.00%	E	NC
<b>MOT Test Centre</b>					
Standard vehicle compliance test (includes MOT)	40.00	45.00	12.50%	O	I
First re-test after failure of above	Free	Free		O	NC
Further re-tests following failure of free re-test	40.00	45.00	12.50%	O	I
Inspection and testing of horse drawn carriage	40.00	45.00	12.50%	O	I
Standalone testing of taxi meters	5.00	5.00	0.00%	O	NC
Release following a Council or Police issued stop notice (during standard operating hours)	5.00	5.00	0.00%	O	NC
Release following a Council or Police issued stop notice (at weekends or over bank holidays)	45.00	50.00	11.11%	O	I
Vehicle compliance test carried out on a Saturday morning	80.00	85.00	6.25%	O	I
Local taxi licensing checks for temporary replacement vehicles	25.00	30.00	20.00%	O	I
<b>Allotments</b>					
Administration fee for drawing up agreement	60.00	60.00	0.00%	O	I
<b>ECONOMIC DEVELOPMENT</b>					
<b>Wyre Business Awards</b>					
Tickets	75.00	At Cost	N/A	Y	I
<b>RESOURCES PORTFOLIO</b>					
N.B. Building Control/Estates/Filming/Butts Close/Skippool Creek/MOT Test Centre and Allotments fees have been included within the above Planning Policy and Economic Portfolio to avoid splitting between that and Resources Portfolio.					
<b>LEGAL FEES</b>					
<b>Land and Property</b>					
<b>Sales</b>					
Sale of Land (minimum charge or 1% - 3% of sale price, depending on complexity)	1,000.00	1,067.00	6.70%	E	I
Sale of Land with Overage (minimum charge or 1% - 3% of sale price, depending on complexity)	1,800.00	1,920.50	6.69%	E	I
Sale of POS Land (minimum charge or 1% - 3% of sale price, depending on complexity)	1,000.00	1,067.00	6.70%	E	I
Sale of land/property at auction (minimum charge or 1% - 3% of sale price plus advertisements and disburse)	1,500.00	1,600.50	6.70%	E	I
Transfer of POS to the Council (minimum charge rising on complexity)	745.00	795.00	6.71%	E	I
Sale of a Garden Plot (minimum charge rising on complexity)	292.00	311.50	6.68%	E	I
Sale of a Garden Plot with Overage (minimum charge rising on complexity)	745.00	795.00	6.71%	E	I
<b>Leases</b>					
<i>Unless otherwise stated all minimum charges and will rise on complexity</i>					
Short Lease of Whole	664.00	708.50	6.70%	E	I
Short Lease of Part	795.00	848.50	6.73%	E	I
Long Lease of Whole	926.00	988.00	6.70%	E	I
Long Lease of Part	1,057.00	1,128.00	6.72%	E	I
Underlease of Whole	926.00	988.00	6.70%	E	I
Underlease of Part	1,057.00	1,128.00	6.72%	E	I
Surrender of Lease	798.00	851.50	6.70%	E	I
Renewal of Lease	798.00	851.50	6.70%	E	I
Croft Court Lease (set fee)	282.00	301.00	6.74%	E	I
Croft Court Lease - Renewal (set fee)	215.00	229.50	6.74%	E	I
Assignment of Lease	500.00	533.50	6.70%	E	I
Assignment of Beach Bungalow Lease	270.00	288.00	6.67%	E	I
Assignment of Beach Bungalow Lease - Notice of Assignment Fee	27.00	29.00	7.41%	E	I
Deed of Variation to Lease	402.00	429.00	6.72%	E	I
Deed of Covenant release	530.00	565.50	6.70%	E	I
Bowling Green Management Agreements	135.00	144.00	6.67%	E	I
<b>Licences</b>					
<i>Unless otherwise stated all minimum charges and will rise on complexity</i>					
Licence to Assign	500.00	533.50	6.70%	E	I
Licence to Assign with AGA	700.00	747.00	6.71%	E	I
Licence to carry out alterations (Residential) (set fee)	187.00	199.50	6.68%	E	I
Licence to carry out works	744.00	794.00	6.72%	E	I
Licence to assign combined with alterations/change of use	826.00	881.50	6.72%	E	I
Licence to assign combined with alterations/change of use plus AGA	916.00	977.50	6.71%	E	I
Licence to underlet	744.00	794.00	6.72%	E	I
Licence to underlet with alterations/change of use	860.00	917.50	6.69%	E	I
Grazing Licences (set fee)	161.50	172.50	6.81%	Z	I
Building Licence		0.00			

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	% Change	VAT	NC/II/NR
<b>Miscellaneous</b>	£	£			
Deed of easement/ rights (minimum charge rising on complexity)	500.00	533.50	6.70%	E	I
Change of User	187.00	199.50	6.68%	E	I
Letter of consent to assign	77.00	82.00	6.49%	E	I
Covenant consents (Residential)	270.00	288.00	6.67%	E	I
Copying documents (per sheet)	0.40	0.50	25.00%	Y	I
<b>Footpaths</b>					
Diversion (plus hourly rate (see court fees) if protracted), plus advertisement costs and costs of inquiry (if applicable))	1,500.00	1,600.50	6.70%	O	I
<b>Planning</b>					
S106 Agreements	1,500.00	1,600.50	6.70%	O	I
Variation of Section 106 Agreement (minimum charge, rising upon complexity)	1,000.00	1,067.00	6.70%	O	I
Unilateral Undertaking (minimum charge, rising upon complexity)	1,400.00	1,494.00	6.71%	O	I
<b>Court</b>					
Attending Court (per hour)	68.50	73.00	6.57%	O	I
<b>LOCAL LAND CHARGES</b>					
Local land charge searches (LLC1)	20.00	20.00	0.00%	O	NC
Local land charge searches (Con 29R)	77.00	77.00	0.00%	+	NC
* 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>Notes:</b>					
1. Rates can vary dependant on use and block bookings, please enquire.					
2. Commercial use is defined as being "in pursuance of a commercial, profit making venture"					
3. Refreshments are not included in the below prices					
4. Food and drink is not permitted in the Council Chamber					
<b>Council Chamber</b>					
<b>Monday to Friday</b>					
Morning/Afternoon Session (up to 4 hrs)	115.00	115.00	0.00%	E	NC
All day	231.00	231.00	0.00%	E	NC
Evening (to 10pm)	173.00	173.00	0.00%	E	NC
Evening (to 11.30pm)	231.00	231.00	0.00%	E	NC
Commercial Rate	441.00	441.00	0.00%	E	NC
<b>Members' Lounge</b>					
<b>Monday to Friday</b>					
Morning/Afternoon Session (up to 4 hrs)	105.00	105.00	0.00%	E	NC
All day	205.00	205.00	0.00%	E	NC
Evening (to 10pm)	147.00	147.00	0.00%	E	NC
Evening (to 11.30pm)	205.00	205.00	0.00%	E	NC
Commercial Rate	441.00	441.00	0.00%	E	NC
Supplement for use with another room					
Monday - Friday	68.00	68.00	0.00%	E	NC
<b>Committee Rooms / Training Room / Meeting Room</b>					
<b>Monday to Friday</b>					
Morning/Afternoon Session (up to 4 hrs)	53.00	53.00	0.00%	E	NC
All day	105.00	105.00	0.00%	E	NC
Evening (to 10pm)	79.00	79.00	0.00%	E	NC
Evening (to 11.30pm)	105.00	105.00	0.00%	E	NC
Commercial Rate	441.00	441.00	0.00%	E	NC
<b>Premium Rate for Weekends (Any Rooms except for Civil Ceremonies)</b>					
Saturday	767.00	767.00	0.00%	E	NC
Sunday/Bank Holiday	997.00	997.00	0.00%	E	NC
Members Lounge Supplement for use with another room					
Saturday	89.00	89.00	0.00%	E	NC
Sunday/Bank Holiday	126.00	126.00	0.00%	E	NC
<b>Civil Ceremonies</b>					
Monday to Friday	350.00	500.00	42.86%	Y	I
Saturday	650.00	700.00	7.69%	Y	I
<b>STREET NAMING AND NUMBERING</b>					
<b>Application Type</b>					
House name added/renamed	29.00	31.00	6.90%	O	I
House renumbered	29.00	31.00	6.90%	O	I
Naming of New Street	116.00	124.00	6.90%	O	I
Development of 1-5 plots (charge per plot)	29.00	31.00	6.90%	O	I
Development of 6-10 plots (charge per plot)	23.00	25.00	8.70%	O	I
Development of 11-50 plots (charge per plot)	18.00	19.00	5.56%	O	I
Development of 50+ plots (charge per plot)	12.00	13.00	8.33%	O	I
Charges in development after initial notification					
	Charges individually assessed but minimum charge of £143 plus signage costs	Charges individually assessed but minimum charge of £153 plus signage costs			
Renaming of Street at resident's request	567.00	605.00	6.99%	O	I
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>COMMUNICATIONS AND VISITOR ECONOMY</b>					
<b>Graphic design work to external organisations</b>					
Full day (8hrs)	400.00	400.00	0.00%	Y	NC
Half day (4hrs)	200.00	200.00	0.00%	Y	NC
<b>MISCELLANEOUS</b>					
<b>By-laws (non-discretionary)</b>					
Purchase of the document (fee as per Act)	as per Act	as per Act	N/A	O	NC
<b>Statement of Accounts</b>					
Purchase of the document:					
- individuals and charities	10.00	10.00	0.00%	O	NC
- commercial organisations	20.00	20.00	0.00%	O	NC
<b>Photocopy per side of any document that can be inspected</b>					
Black & white - A4	0.30	0.30	0.00%	Y	NC
Black & white - A3	0.70	0.70	0.00%	Y	I
Black & white - A2	1.30	1.40	7.69%	Y	I
Black & white - A1	2.60	2.80	7.69%	Y	I
Black & white - A0	5.30	5.70	7.55%	Y	I
Colour - A4	0.40	0.40	0.00%	Y	NC
Colour - A3	0.90	1.00	11.11%	Y	I
Colour - A2	2.00	2.10	5.00%	Y	I
Colour - A1	4.00	4.30	7.50%	Y	I
Colour - A0	7.90	8.40	6.33%	Y	I
<b>Data Protection</b>					
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>					
Use of new & refurbished toilets (excludes urinals/disabled toilets with radar access)	0.40	0.40	0.00%	O	NC
Radar Key (Open cubicle access for non profit community event - free of charge, but case by case approval)	6.00	6.00	0.00%	Y	NC
<b>DOG WELFARE</b>					
<b>Stray Dogs</b>					
Stray dog handling fee incl statutory government levy	90.00	99.00	10.00%	O	I
Kennel fee additional charge per day	8.50	9.35	10.00%	O	I
<b>WASTE MANAGEMENT</b>					

	2023/24 Fees and Charges (from 1 April 2023)	2024/25 Fees and Charges (from 1 April 2024)	% Change	VAT	NC/II/NR
	£	£			
<b>Bulky Items</b>					
Up to 3 items*	20.00	22.00	10.00%	O	I
Additional items – per item*	7.00	7.70	10.00%	O	I
* A 10% discount applies dependant on eligibility to customers in receipt of Local Council Tax Support.					
<b>Green Waste</b>					
Single year subscription - 1 x wheeled green domestic size waste bin collection	35.00	35.00	0.00%	O	NC
Additional wheeled green waste bin collection - per annum	30.00	30.00	0.00%	O	NC
Administration fee for production and delivery of replacement sticker	6.00	6.00	0.00%	O	NC
<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	95.00	95.00	0.00%	+	NC
Fee to new home inclusive of green bin when subscribe to green waste collection	95.00	95.00	0.00%	O	NC
Fee for standard suite excluding green bin for new homeowner	71.00	71.00	0.00%	O	NC
Fee for standard suite excluding green bin for property developer	71.00	71.00	0.00%	+	NC
Fee to replace stolen/missing/damaged bin (where applicable)	24.00	24.00		O	NC
(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)					
Non standard container new and replacement (stolen/missing/damaged bin inc. Fair wear and tear)	At cost plus 20% administration	At cost plus 20% administration	N/A	+	NC
<b>Street Cleansing</b>					
Recovery of collection and disposal costs from fly tipping incidents	At cost plus 20% administration	At cost plus 20% administration	N/A	O	NC
Small Fly tipping Offences( See Fixed Penalty section)					
Ad Hoc Private Work	quote basis	quote basis	N/A	+	NC
<b>PARKS AND OPEN SPACES</b>					
<b>Grounds Maintenance</b>					
Ad Hoc Private Work	quote basis	quote basis	N/A	+	NC
<b>Fleetwood Memorial Park</b>					
Hire of Pavilion					
-Half Day	30.00	42.50	41.67%	E	I
-Full Day	50.00	64.00	28.00%	E	I
After 5pm evening	40.00	0.00	N/A	E	W
-Commercial Hire - by negotiation					NC
Parks Development Officer Activities	17.00 per hour	24.00 per hour	41%	Y	I
<b>LEISURE DEVELOPMENT</b>					
Services provided by Fylde Coast YMCA on behalf of Wvre 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	37.00	39.50	6.76%	Y	I
- Season (per Team)	374.00	399.00	6.68%	E**	I
Junior					
- Casual	17.50	18.50	5.71%	Y	I
- Season (per Team)	188.00	200.50	6.65%	E**	I
Hire of Fields, per day - other use including galas, tournaments, etc. (excluding funfair/circus, listed separately)					
King George V, Fleetwood	157.00	167.50	6.69%	Y*	I
King George's, Thornton	157.00	167.50	6.69%	Y*	I
Cottam Hall, Poulton	157.00	167.50	6.69%	Y*	I
Memorial Park, Fleetwood	157.00	167.50	6.69%	Y*	I
Preesall Playing Field, Preesall	157.00	167.50	6.69%	Y*	I
Jubilee Gardens, Cleveleys	157.00	167.50	6.69%	Y*	I
Bourne Wav, Thornton	157.00	167.50	6.69%	Y*	I
<u>Changing Rooms- Training only</u> - King George V Fleetwood, King George's Fields Thornton, Cottam Hall, Poulton	17.50	18.50	5.71%	Y	I
Cricket - Cottam Hall, Poulton					
Day	37.50	40.00	6.67%	Y	I
Evening	30.00	32.00	6.67%	Y	I
Season (alternate Saturday)	345.00	368.00	6.67%	E**	I
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					

Development Management - Pre-Application Fees and Charges 2023/24

Development Management - Pre-Application Fees and Charges 2024/25

Percentage Change

Development Type	Category	Fee (including VAT)					
		Written advice only	Meeting (initial)	Meeting (follow up)			
Request for confirmation regarding removal of Permitted Development rights		£25.00					
Householder (alterations or extensions to existing dwellings or development within the curtilage of a dwelling)		£55.00	£100.00		50% of initial meeting fee		
New dwellings	Outline	Site area less than 0.5 Ha	£100.00 per 0.1 Ha or part thereof	£160.00 per 0.1 Ha or part thereof	50% of initial meeting fee		
		Site area between 0.5 Ha and 2.499 Ha	£450.00	£720.00			
		Site area 2.5 Ha or more		£1,400.00			
	Full	Less than 10 dwellings	£80.00 for first dwelling + £45.00 for each additional dwelling	£120.00 for first dwelling + £75.00 for each additional dwelling			
		10 - 49 dwellings	£525.00	£825.00			
		50 or more dwellings		£1,540.00			
	Reserved Matters	Less than 10 dwellings	£60.00 for first dwelling + £30.00 for each additional dwelling	£100.00 for first dwelling + £60.00 for each additional dwelling			
		10 - 49 dwellings	£450.00	£720.00			
		50 or more dwellings		£1,400.00			
	New buildings (and other structures) other than dwellings	Outline	Site area less than 1.0 Ha	£50.00 per 0.2 Ha or part thereof		£80.00 per 0.2 Ha or part thereof	50% of initial meeting fee
Site area between 1.0 Ha and 1.999 Ha			£300.00	£480.00			
Site area 2.0 Ha or more			£450.00	£700.00			
Full		Floor area less than 1000m <sup>2</sup>	£60.00 per 200m <sup>2</sup> or part thereof	£90.00 per 200m <sup>2</sup> or part thereof			
		Floor area between 1000m <sup>2</sup> and 1999m <sup>2</sup>	£350.00	£550.00			
		Floor area 2000m <sup>2</sup> or more	£525.00	£770.00			
Reserved Matters		Floor area less than 1000m <sup>2</sup>	£50.00 per 200m <sup>2</sup> or part thereof	£80.00 per 200m <sup>2</sup> or part thereof			
		Floor area between 1000m <sup>2</sup> and 1999m <sup>2</sup>	£300.00	£480.00			
		Floor area 2000m <sup>2</sup> or more	£450.00	£700.00			
Change of use (other than to dwellings)		Floor area less than 1000m <sup>2</sup>	£60.00 per 200m <sup>2</sup> or part thereof	£90.00 per 200m <sup>2</sup> or part thereof	50% of initial meeting fee		
		Floor area between 1000m <sup>2</sup> and 1499m <sup>2</sup>	£350.00	£550.00			
		Floor area 1500m <sup>2</sup> or more	£525.00	£770.00			
Agricultural buildings		£70.00	£120.00		50% of initial meeting fee		
Advertisements		£55.00	£90.00		50% of initial meeting fee		
Other applications		Site area less than 1.0 Ha	£60.00 per 0.2 Ha or part thereof	£100.00 per 0.2 Ha or part thereof	50% of initial meeting fee		
		Site area between 1.0 Ha and 1.999 Ha	£350.00	£510.00			
		Site area 2.0 Ha or more		£770.00			
Schedule 1 or Schedule 2 EIA development			£770.00		50% of initial meeting fee		
Agreement of condition confirmation (New Charge)		Major Applications	£0.00				

Fee (including VAT)			
Written advice only	Meeting (initial)	Meeting (follow up)	
£25.00			
£70.00	£120.00		50% of initial meeting fee
£100.00 per 0.1 Ha or part thereof	£160.00 per 0.1 Ha or part thereof		50% of initial meeting fee
£700.00	£900.00		
	£1,400.00		
£80.00 for first dwelling + £45.00 for each additional dwelling	£120.00 for first dwelling + £75.00 for each additional dwelling		
£600.00	£900.00		
	£1,540.00		
£70.00 for first dwelling + £40.00 for each additional dwelling	£110.00 for first dwelling + £70.00 for each additional dwelling		
£500.00	£780.00		
	£1,500.00		
£70.00 per 0.2 Ha or part thereof	£90.00 per 0.2 Ha or part thereof		
£350.00	£500.00		
£500.00	£750.00		
£70.00 per 200m <sup>2</sup> or part thereof	£100.00 per 200m <sup>2</sup> or part thereof		
£400.00	£600.00		
£600.00	£880.00		
£60.00 per 200m <sup>2</sup> or part thereof	£90.00 per 200m <sup>2</sup> or part thereof		
£350.00	£500.00		
£500.00	£750.00		
£80.00 per 200m <sup>2</sup> or part thereof	£100.00 per 200m <sup>2</sup> or part thereof		
£400.00	£550.00		
£570.00	£800.00		
£80.00	£120.00		50% of initial meeting fee
£55.00	£90.00		50% of initial meeting fee
£60.00 per 0.2 Ha or part thereof	£100.00 per 0.2 Ha or part thereof		50% of initial meeting fee
£400.00	£560.00		
	£800.00		
	£770.00		50% of initial meeting fee
£50.00			

Written advice only	Meeting (initial)	Written advice only	Add. Dwelling
0.00%			
27.27%	20.00%		
0.00%	0.00%		
55.56%	25.00%		
	0.00%		
0.00%	0.00%	0.00%	0.00%
14.29%	9.09%		
	0.00%		
16.67%	10.00%	33.33%	16.67%
11.11%	8.33%		
	7.14%		
40.00%	12.50%		
16.67%	4.17%		
11.11%	7.14%		
16.67%	11.11%		
14.29%	9.09%		
14.29%	14.29%		
20.00%	12.50%		
16.67%	4.17%		
11.11%	7.14%		
33.33%	11.11%		
14.29%	0.00%		
8.57%	3.90%		
14.29%	0.00%		
0.00%	0.00%		
0.00%	0.00%		
14.29%	9.80%		
	3.90%		
	0.00%		
	New Charge		

**Building Regulation Charges with effect from 1 April 2024**  
**TABLE A - Standard charges for the creation or conversion to new dwellings**

Number of dwellings	Charge	Building Regulation Full Plans Application Charge	Building Notice Charge	Regularisation Charge	Part P* Additional Charge
		£	£	£	£
1	Net	650.00	650.00	825.00	175.00
	VAT	130.00	130.00		35.00
	<b>Total</b>	<b>780.00</b>	<b>780.00</b>	<b>825.00</b>	<b>210.00</b>
2	Net	850.00	850.00	1,100.00	200.00
	VAT	170.00	170.00		40.00
	<b>Total</b>	<b>1,020.00</b>	<b>1,020.00</b>	<b>1,100.00</b>	<b>240.00</b>
3	Net	1,050.00	1,050.00	1,400.00	275.00
	VAT	210.00	210.00		55.00
	<b>Total</b>	<b>1,260.00</b>	<b>1,260.00</b>	<b>1,400.00</b>	<b>330.00</b>
4	Net	1,250.00	1,250.00	1,625.00	300.00
	VAT	250.00	250.00		60.00
	<b>Total</b>	<b>1,500.00</b>	<b>1,500.00</b>	<b>1,625.00</b>	<b>360.00</b>
5	Net	1,500.00	1,500.00	1,900.00	400.00
	VAT	300.00	300.00		80.00
	<b>Total</b>	<b>1,800.00</b>	<b>1,800.00</b>	<b>1,900.00</b>	<b>480.00</b>

**Note:** For 6 or more dwellings or if the floor area of a dwelling exceeds 300m<sup>2</sup> the charge is individually assessed

\* The Part P additional charge should be added when a person who is **not** a Part P registered electrician carries out notifiable electrical work. A Part P registered electrician is a qualified electrician who is registered under an **Approved Competent Persons Scheme**. In order to recover the Local Authority costs if anyone other than a part P registered electrician undertakes the electrical work the additional charge is payable.

**TABLE B - Standard charges for domestic extensions to a single building**

Category	Description	Charge	Building Regulation Full Plans Application Charge	Building Notice Charge	Regularisation Charge	Part P* Additional Charge
			£	£	£	£
1	Extension with floor area not exceeding 10m <sup>2</sup>	Net	330.00	330.00	425.00	175.00
		VAT	66.00	66.00		35.00
		<b>Total</b>	<b>396.00</b>	<b>396.00</b>	<b>425.00</b>	<b>210.00</b>
2	Extension with floor area exceeding 10m <sup>2</sup> but not exceeding 40m <sup>2</sup>	Net	450.00	450.00	575.00	175.00
		VAT	90.00	90.00		35.00
		<b>Total</b>	<b>540.00</b>	<b>540.00</b>	<b>575.00</b>	<b>210.00</b>
3	Extension with floor area exceeding 40m <sup>2</sup> but not exceeding 60m <sup>2</sup>	Net	575.00	575.00	735.00	175.00
		VAT	115.00	115.00		35.00
		<b>Total</b>	<b>690.00</b>	<b>690.00</b>	<b>735.00</b>	<b>210.00</b>
4	Loft conversion that does <b>not</b> include the construction of a dormer with floor area not exceeding 40m <sup>2</sup>	Net	375.00	375.00	475.00	175.00
		VAT	75.00	75.00		35.00
		<b>Total</b>	<b>450.00</b>	<b>450.00</b>	<b>475.00</b>	<b>210.00</b>
5	Loft conversion that does include the construction of a dormer with floor area not exceeding 40m <sup>2</sup>	Net	450.00	450.00	575.00	175.00
		VAT	90.00	90.00		35.00
		<b>Total</b>	<b>540.00</b>	<b>540.00</b>	<b>575.00</b>	<b>210.00</b>
6	Erection or extension of a garage or carport with floor area not exceeding 40m <sup>2</sup>	Net	275.00	275.00	350.00	175.00
		VAT	55.00	55.00		35.00

**Building Regulation Charges with effect from 1 April 2024**

		Total	330.00	330.00	350.00	210.00
7	Erection or extension of a garage or carport with floor area exceeding 40m <sup>2</sup> but not exceeding 80m <sup>2</sup>	Net	375.00	375.00	475.00	175.00
		VAT	75.00	75.00		35.00
		<b>Total</b>	<b>450.00</b>	<b>450.00</b>	<b>475.00</b>	<b>210.00</b>
8	Conversion of a domestic garage to a habitable room(s)	Net	300.00	300.00	375.00	175.00
		VAT	60.00	60.00		35.00
		<b>Total</b>	<b>360.00</b>	<b>360.00</b>	<b>375.00</b>	<b>210.00</b>

\* The Part P additional charge should be added when a person who is **not** a Part P registered electrician carries out notifiable electrical work. A Part P registered electrician is a qualified electrician who is registered under an **Approved Competent Persons Scheme**. In order to recover the Local Authority costs if anyone other than a part P registered electrician undertakes the electrical work the additional charge is payable.

**TABLE C - Standard charges for domestic alterations to a single building**

Category	Description	Charge	Building Regulation Full Plans Application Charge	Building Notice Charge	Regularisation Charge	Reduction **	
			£	£	£	£	
1	<b>Internal alterations, installation of fittings (not electrical) and/or structural:</b>						
	Estimated value up to £5,000	Net	200.00	200.00	250.00	50%	
		VAT	40.00	40.00			
		<b>Total</b>	<b>240.00</b>	<b>240.00</b>	<b>250.00</b>		
	Estimated value exceeding £5,001, up to £10,000	Net	325.00	325.00	425.00	50%	
		VAT	65.00	65.00			
		<b>Total</b>	<b>390.00</b>	<b>390.00</b>	<b>425.00</b>		
	Estimated value exceeding £10,001, up to £20,000	Net	375.00	375.00	475.00	50%	
		VAT	75.00	75.00			
		<b>Total</b>	<b>450.00</b>	<b>450.00</b>	<b>475.00</b>		
	Estimated value exceeding £20,001, up to £30,000	Net	475.00	475.00	625.00	50%	
		VAT	95.00	95.00			
		<b>Total</b>	<b>570.00</b>	<b>570.00</b>	<b>625.00</b>		
	Estimated value exceeding £30,001, up to £40,000	Net	575.00	575.00	750.00	50%	
		VAT	115.00	115.00			
		<b>Total</b>	<b>690.00</b>	<b>690.00</b>	<b>750.00</b>		
	2	<b>Underpinning</b>	Net	325.00	325.00	425.00	50%
			VAT	65.00	65.00		
<b>Total</b>			<b>390.00</b>	<b>390.00</b>	<b>425.00</b>		
3	<b>Renovation of a thermal element to a single dwelling</b>	Net	175.00	175.00	225.00	50%	
		VAT	35.00	35.00			
		<b>Total</b>	<b>210.00</b>	<b>210.00</b>	<b>225.00</b>		
4	<b>Window replacement (non-competent persons scheme) - per installation of up to 20 windows</b>	Net	125.00	125.00	150.00	50%	
		VAT	25.00	25.00			
		<b>Total</b>	<b>150.00</b>	<b>150.00</b>	<b>150.00</b>		
5	<b>Electrical work (non-competent persons scheme):</b>						
	Any electrical work, other than the rewire of a dwelling	Net	175.00	175.00	225.00		
		VAT	35.00	35.00			
		<b>Total</b>	<b>210.00</b>	<b>210.00</b>	<b>225.00</b>		
	The re-wiring of, or new installation in, a dwelling	Net	300.00	300.00	375.00		
		VAT	60.00	60.00			



**Building Regulation Charges with effect from 1 April 2024**

dwelling	<b>Total</b>	<b>360.00</b>	<b>360.00</b>	<b>375.00</b>
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\*\* When it is intended to carry out additional building work on a dwelling at the same time that any of the work to which Table B relates then the charge for this additional work shall be reduced by the amount shown in the table.

<b>Other Charges (Non-VATABLE)</b>	
<b>Description</b>	<b>£</b>
To resolve case and issue a Completion Certificate where work has been completed or occupied for 6-12 months and request for a Certificate is made by the applicant	100.00
To resolve case and issue a Completion Certificate where work has been completed or occupied for more than 12 months and request for a Certificate is made by the applicant	200.00
Application withdrawn - any type	Individually determined

**TABLE D - Standard charges for non-domestic work - extensions & new build**

Category	Description	Charge	BUILDING USAGE			
			Industrial and Storage Use		All Other Use Classes	
			Building Regulation Full Plans Application Charge	Regularisation Charge	Building Regulation Full Plans Application Charge	Regularisation Charge
			£	£	£	£
1	Floor area not exceeding 10m <sup>2</sup>	Net	325.00	450.00	325.00	425.00
		VAT	65.00		65.00	
		<b>Total</b>	<b>390.00</b>	<b>450.00</b>	<b>390.00</b>	<b>425.00</b>
2	Floor area exceeding 10m <sup>2</sup> but not exceeding 40m <sup>2</sup>	Net	450.00	575.00	650.00	850.00
		VAT	90.00		130.00	
		<b>Total</b>	<b>540.00</b>	<b>575.00</b>	<b>780.00</b>	<b>850.00</b>
3	Floor area exceeding 40m <sup>2</sup> but not exceeding 80m <sup>2</sup>	Net	650.00	825.00		
		VAT	130.00			
		<b>Total</b>	<b>780.00</b>	<b>825.00</b>		

**TABLE E - Standard charges for non-domestic alterations**

Category	Description	Charge	Building Regulation Full Plans Application Charge	Regularisation Charge
			£	£
1	<b>Alterations not described elsewhere, including structural alterations and installation of controlled fittings</b>			
	Estimated value up to £5,000	Net	200.00	275.00
		VAT	40.00	
		<b>Total</b>	<b>240.00</b>	<b>275.00</b>
	Estimated value exceeding £5,001, up to £10,000	Net	325.00	450.00
		VAT	65.00	
		<b>Total</b>	<b>390.00</b>	<b>450.00</b>
	Estimated value exceeding £10,001, up to £20,000	Net	375.00	500.00
		VAT	75.00	

**Building Regulation Charges with effect from 1 April 2024**

		<b>Total</b>	<b>450.00</b>	<b>500.00</b>
	Estimated value exceeding £20,001, up to £30,000	Net	475.00	650.00
		VAT	95.00	
		<b>Total</b>	<b>570.00</b>	<b>650.00</b>
	Estimated value exceeding £30,001, up to £40,000	Net	575.00	800.00
		VAT	115.00	
		<b>Total</b>	<b>690.00</b>	<b>800.00</b>
<b>2</b>	<b>Electrical work (non-competent persons scheme):</b>			
	Any electrical work, other than the rewire of a dwelling	Net	175.00	225.00
		VAT	35.00	
		<b>Total</b>	<b>210.00</b>	<b>225.00</b>
	The re-wiring of, or new installation in, a dwelling	Net	300.00	375.00
VAT		60.00		
<b>Total</b>		<b>360.00</b>	<b>375.00</b>	
<b>3</b>	<b>Window replacement (non-competent persons scheme) - per installation of up to 20 windows</b>	Net	175.00	225.00
		VAT	35.00	
		<b>Total</b>	<b>210.00</b>	<b>225.00</b>