



Fees and Charges Schedule

2025/26

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Key to VAT

- S - Standard Rate - 20%
- Z - Zero Rate - 0%
- E - Exempt from VAT
- O - Outside the scope of VAT

Key to Fee

- S - Statutory
- D - Discretionary

Housing, Health and Community

**HOUSING, HEALTH AND COMMUNITY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: CEMETERIES

CHARGING AREA: CEMETERIES

A Brentwood resident is anyone currently living in the Borough or someone who spent 75% of their life in the Borough.

Purchase of Exclusive Rights of Burial for 50 years

All full burial graves	E	D	£ 1,538.00	£ 1,538.00	£ 1,573.00	£ 1,573.00
Cremated remains grass plot	E	D	556.00	556.00	569.00	569.00
Non-Brentwood resident - all full burial graves	E	D	3,087.00	3,087.00	3,158.00	3,158.00
Non-Brentwood resident - cremated remains grass plot	E	D	1,111.00	1,111.00	1,137.00	1,137.00

Purchase of Exclusive Rights of Burial for 50 years (Vaults and Niches Only)

Granite vaults	E	D	1,133.00	1,133.00	1,159.00	1,159.00
Niches In granite columbarium	E	D	759.00	759.00	776.00	776.00
Non- Brentwood resident - granite vaults	E	D	2,265.00	2,265.00	2,317.00	2,317.00
Non-Brentwood resident - niches in granite Columbarium	E	D	1,528.00	1,528.00	1,563.00	1,563.00

Interment Fees

Graves dug down for one or two	O	D	1,111.00	1,111.00	1,137.00	1,137.00
Additional charge for dig down to 9ft	O	D	278.00	278.00	284.00	284.00
Cremated remains grass plot	O	D	235.00	235.00	240.00	240.00
Granite vault	O	D	428.00	428.00	438.00	438.00
Niche In granite Columbarium	O	D	428.00	428.00	438.00	438.00
Child under 12 years	O	D	0.00	0.00	0.00	0.00
Non-Brentwood resident -graves dug down for one or two	O	D	2,233.00	2,233.00	2,284.00	2,284.00
Non-Brentwood resident -additional charge for dig down to 9ft	O	D	556.00	556.00	569.00	569.00
Non-Brentwood resident -cremated remains grass plot	O	D	481.00	481.00	492.00	492.00
Non-Brentwood resident -granite vault	O	D	844.00	844.00	863.00	863.00
Non-Brentwood resident -niche In granite Columbarium	O	D	844.00	844.00	863.00	863.00
Non-Brentwood resident -child under 12 years	O	D	0.00	0.00	0.00	0.00

Option to Extend Exclusive Rights of Burial for a further 25 years

All full burial graves	E	D	257.00	257.00	263.00	263.00
Cremated remains plot	E	D	129.00	129.00	132.00	132.00
Non-Brentwood resident -all full burial graves	E	D	513.00	513.00	525.00	525.00
Non-Brentwood resident -cremated remains plot	E	D	257.00	257.00	263.00	263.00

Option to Extend Exclusive Rights of Burial for a further 10 years (Vaults and Niches Only)

Granite vaults	E	D	449.00	449.00	459.00	459.00
Niches In granite Columbarium	E	D	310.00	310.00	317.00	317.00
Non-Brentwood resident - granite vaults	E	D	908.00	908.00	929.00	929.00
Non-Brentwood resident - niches In granite Columbarium	E	D	609.00	609.00	623.00	623.00

Monuments

Monument/Inscription approval fee	O	D	171.00	171.00	175.00	175.00
Additional approval fee charge for kerbed monuments	O	D	171.00	171.00	175.00	175.00
Inscription on a vault or niche	S	D	310.00	310.00	317.00	380.40
Full Landing in approved areas	O	D	350.00	350.00	358.00	358.00

Other Charges

Deed Transfer	O	D	75.00	75.00	77.00	77.00
Search of Burial Records	O	D	33.00	33.00	34.00	34.00
Chapel hire - Woodman Road Cemetery	E	D	75.00	75.00	77.00	77.00

HOUSING, HEALTH AND COMMUNITY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FE E	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: WASTE MANAGEMENT

CHARGING AREA: REFUSE

Dog waste and litter bin emptying

Empty dog waste/litter bins	Per Empty	S	D	£ 4.90	£ 5.88	£ 5.00	£ 6.00
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Domestic Refuse Collection

Bulky Household Collections - Charge per item	Min 2 Items	O	D	13.50	13.50	14.00	14.00
Biodegradable sacks for garden waste per wrap of 10*		O	D	4.25	4.25	4.00	4.00
Biodegradable sacks for garden waste per wrap of 100 (Wholesale)		S	D	305.00	366.00	312.00	374.40
Garden Waste Bin hire per annum - including fortnightly emptying		O	D	60.00	60.00	60.00	60.00
Garden Waste Bin - Replacement if lost/stolen		O	D	25.00	25.00	26.00	26.00
Hire of 1280 litre container		S	D	130.00	156.00	133.00	159.60
Hire of 770, 940 and 1100 litre Container		S	D	122.00	146.40	125.00	150.00
Hire of 240 litre container		S	D	39.75	47.70	41.00	49.20
Hire of 360 litre container		S	D	53.00	63.60	54.00	64.80

* Please note there was a typing mistake in the approved F&C schedule for 2020/21.
Price should have been £3.30 but was incorrectly stated as £3.00

Residual Trade Waste Collection & Disposal

1280 litre Container	Per Lift	O	D	Exempt for publication - please contact the Council for prices
1100 litre Container		O	D	
940 litre Container		O	D	
770 litre Container		O	D	
360 litre Container		O	D	
240 litre Container		O	D	
Prepaid Residual Sacks (25)	Per roll	O	D	
Extra collection		O	D	
Collection/delivery (T&Cs S.14)		O	D	
Amendment (T&Cs S.14)		O	D	

Residual Waste - Collection only

1280 litre Container	Per Lift	O	D	Exempt for publication - please contact the Council for prices
1100 litre Container		O	D	
940 litre Container		O	D	
770 litre Container		O	D	
360 litre Container		O	D	
240 litre Container		O	D	

Trade Glass Collection

1100 litre Container		O	D	Exempt for publication - please contact the Council for prices
360 litre Container		O	D	
240 litre Container		O	D	

Trade Dry Recycling Collection

1280 litre Container	Per Lift	O	D	Exempt for publication - please contact the Council for prices
1100 litre Container		O	D	
940 litre Container		O	D	
770 litre Container		O	D	
360 litre Container		O	D	
240 litre Container		O	D	
Prepaid Recycling Sacks (25)	Per roll	O	D	

School Dry Recycling Collection

Collection per annum		O	D	Exempt for publication - please contact the Council for prices
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Trade Dry Recycling Sacks for Use in Containers Only

Purple sacks - 400 sacks per box.	Box	O	D	Exempt for publication - please contact the Council for prices
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Trade Food Waste

140 litre bin	Per Lift	O	D	Exempt for publication - please contact the Council for prices
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Events - Residual Waste (Maximum hire 5 days - one collection)

1100 litre Container	Per Lift	O	D	Exempt for publication - please contact the Council for prices
770 litre Container		O	D	
360 litre Container		O	D	
240 litre Container		O	D	

Events - Dry Recycling (Maximum hire 5 days)

1100 litre Container	Per Lift	O	D	Exempt for publication - please contact the Council for prices
770 litre Container		O	D	
360 litre Container		O	D	
240 litre Container		O	D	

Events - Glass (Maximum hire 5 days)

1100 litre Bin	Per Lift	O	D	Exempt for publication - please contact the Council for prices
360 litre bin		O	D	
240 litre Bin		O	D	

HOUSING, HEALTH AND COMMUNITY FEES & CHARGES SCHEDULE FROM 1 APRIL 2025
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DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES & CORPORATE ENFORCEMENT
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SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES & CORPORATE ENFORCEMENT
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Dog Control

Statutory Seizure Fee	O	S	25.00	25.00	25.00	25.00
Dog Warden Collection Costs	O	D	75.00	75.00	75.00	75.00
Kennelling Costs (per day charged by Kennel)	O	D	15.00	15.00	20.00	20.00

Other charges

Contaminated Land Search Enquiries	O	D	120.00	120.00	120.00	120.00
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Pollution Prevention and Control Act 1999*

* Note these fees are set by DEFRA and are usually published after 1 April. Therefore fees from 1 April 2022 are subject to change

Standard Process	O	S	1,650.00	1,650.00	1,650.00	1,650.00
Additional fee for operating without a permit	O	S	1,188.00	1,188.00	1,188.00	1,188.00
PVR I and dry cleaners	O	S	155.00	155.00	155.00	155.00
PVR I & II combined	O	S	257.00	257.00	257.00	257.00
Vehicle (VRs) and other reduced fee activities	O	S	362.00	362.00	362.00	362.00
Reduced fee activities	O	S	99.00	99.00	99.00	99.00
Mobile screening and crushing plant	O	S	1,650.00	1,650.00	1,650.00	1,650.00

Annual Substance Charge*

* Note these fees are set by DEFRA and are usually published after 1 April. Therefore fees from 1 April 2022 are subject to change

Standard process Low Risk	O	S	772.00	772.00	772.00	772.00
Standard process Medium Risk	O	S	1,161.00	1,161.00	1,161.00	1,161.00
Standard process High Risk	O	S	1,747.00	1,747.00	1,747.00	1,747.00
Reduced fee activities Low Risk	O	S	79.00	79.00	79.00	79.00
PVR I & II combined	O	S	113.00	113.00	113.00	113.00
Mobile screening and crushing plants	O	S	646.00	646.00	646.00	646.00

Fixed Penalty Notices - Statutory Charge (Fee Range - S represents Upper Limit)

ASB, Crime and Policing Act 2014

Breach of Community Protection Notice	O	S	100.00	100.00	100.00	100.00
Early payment	O	S/D	75.00	75.00	75.00	75.00
Breach of Public Spaces Protection Order	O	S	100.00	100.00	100.00	100.00
Early payment	O	S	75.00	75.00	75.00	75.00

Environmental Protection Act 1990/ Clean Neighbourhoods & Env Act 2005

Failure to provide a waste transfer note	O	S	300.00	300.00	300.00	300.00
* Littering	O	S	150.00	150.00	150.00	150.00
* Full penalty	O	S	75.00	75.00	75.00	75.00
* Early payment	O	S	75.00	75.00	75.00	75.00
Unauthorised distribution of free literature	O	S	150.00	150.00	150.00	150.00
* Full penalty	O	S	50.00	50.00	50.00	50.00
* Early payment	O	S	50.00	50.00	50.00	50.00
Domestic waste receptacle offences	O	S	80.00	80.00	80.00	80.00
* Full penalty	O	S	60.00	60.00	60.00	60.00
* Early payment	O	S	80.00	80.00	80.00	80.00
Dog control offences	O	S	80.00	80.00	80.00	80.00
* Alarm noise - failure to nominate key-holder or to notify local authority key-holder's details	O	S	80.00	80.00	80.00	80.00
Nuisance parking	O	S	100.00	100.00	100.00	100.00
* Full penalty	O	S	60.00	60.00	60.00	60.00
* Early payment	O	S	60.00	60.00	60.00	60.00
Abandoning a vehicle	O	S	200.00	200.00	200.00	200.00
* Full penalty	O	S	120.00	120.00	120.00	120.00
* Early payment	O	S	120.00	120.00	120.00	120.00
Industrial and commercial waste receptacle offences	O	S	110.00	110.00	110.00	110.00
* Full penalty	O	S	75.00	75.00	75.00	75.00
* Early payment	O	S	400.00	400.00	400.00	400.00
Fly-tipping Lower Level			1,000.00	1,000.00	1,000.00	1,000.00
Fly-tipping Upper Level			1,000.00	1,000.00	1,000.00	1,000.00
Littering from vehicles	O	S/D	150.00	150.00	150.00	150.00
* Full penalty	O	S/D	75.00	75.00	75.00	75.00
* Early payment	O	S/D	75.00	75.00	75.00	75.00
Abandoned shopping trolleys	O	S/D	40.00	40.00	40.00	40.00
Seizure fee	O	S/D	10.00	10.00	10.00	10.00
Storage fee (per week or part thereof)	O	S/D	30.00	30.00	30.00	30.00
Delivery fee	O	S/D	30.00	30.00	30.00	30.00

Anti-social Behaviour Act 2003

Graffiti	O	S/D	150.00	150.00	150.00	150.00
* Full penalty	O	S/D	100.00	100.00	100.00	100.00
* Early payment	O	S/D	150.00	150.00	150.00	150.00
Fly posting	O	S/D	100.00	100.00	100.00	100.00
* Full penalty	O	S/D	650.00	650.00	650.00	650.00
* Early payment	O	S	650.00	650.00	650.00	650.00
High Hedge Complaint	O	S	650.00	650.00	650.00	650.00

Noise Act 1996

Noise exceeding permitted level - domestic premises	O	S/D	110.00	110.00	110.00	110.00
* Full penalty	O	S/D	75.00	75.00	75.00	75.00
* Early payment	O	S/D	500.00	500.00	500.00	500.00
Noise exceeding permitted level - licensed premises	O	S/D	500.00	500.00	500.00	500.00
* Full penalty	O	S/D	500.00	500.00	500.00	500.00

* Levels set by Environment and Enforcement Committee July 2018

**HOUSING, HEALTH AND COMMUNITY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES

CHARGING AREA: HOUSES IN MULTIPLE OCCUPATION AND HOUSING ACT NOTICES

Houses in Multiple Occupation

New licence - 5 years	O	D	890.00	890.00	890.00	890.00
Renewal of licence - 5 years	O	D	603.00	603.00	603.00	603.00

Housing Act Notices

Issuing notices under Housing Acts	O	D	244.00	244.00	244.00	244.00
Immigration Survey checks	O	D	86.00	86.00	86.00	86.00

**HOUSING, HEALTH AND COMMUNITY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: STREET SERVICES

CHARGING AREA: STREET NAMING & NUMBERING

Address Change Charges

Renaming/renumbering per property	OS	D	77.00	77.00	79.00	79.00
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Developer Charges

Naming of street – per street	OS	D	128.00	128.00	131.00	131.00
Numbering of development plots	OS	D	96.00	96.00	98.00	98.00
Numbering of development plots 2-10 units	OS	D	186.00	186.00	190.00	190.00
Numbering of development plots over 10 units	OS	D	186.00 + £40 per extra unit		190.00 + £41 per extra unit	

**HOUSING, HEALTH AND COMMUNITY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOMELESSNESS

CHARGING AREA: RECHARGES TO TENANTS

Recharges to Tenants

Daily Bed and Breakfast Room Charge	(Cost price) (Access to Shared kitchen for cooking, No Breakfast	O	D	£35 - £90	£35 - £90	£35 - £90	£35 - £90
Amenity charge - 1 person Household per day	Breakfast	O	S	3.50	3.50	3.50	3.50
Additional persons per person - per day		O	S	0.57	0.57	0.57	0.57
Amenity charge - 1 person Household per day	(Breakfast only)	O	S	3.44	3.44	3.44	3.44
Additional persons per person - per day		O	S	0.51	0.51	0.51	0.51
Amenity charge - 1 person Household per day	(Access to Shared kitchen for cooking and Breakfast)	O	S	4.01	4.01	4.01	4.01
Additional persons per person - per day		O	S	1.08	1.08	1.08	1.08
Removals	Minimum	S	D	Cost Price	Cost Price	Cost Price	Cost Price
Furniture		S	D	Cost Price	Cost Price	Cost Price	Cost Price
Storage - Homeless	per square foot	S	D	Cost Price	Cost Price	Cost Price	Cost Price

* Amenity Charges based on 21/22 Housing Benefit Ineligible charges

Heating/Hot Water - £2.93 per day

Shared kitchen/cooking facilities - .57p per day

Breakfast - .51p per day

**HOUSING, HEALTH AND COMMUNITY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025		April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: ESTATES & SHELTERED

Housing Estates

Storage - Evictions	Per week	O	D	12.50	12.50	12.70	12.70
Copying of Housefile		O	D	10.50	10.50	10.70	10.70
Copying of Tenancy Agreement		O	D	10.50	10.50	10.70	10.70
Garage Clearance		S	D	At Cost	At Cost	At Cost	At Cost
Property Clearance 1 or 2 Beds		S	D	At Cost	At Cost	At Cost	At Cost
Property Clearance 3 or 4 Beds		S	D	At Cost	At Cost	At Cost	At Cost
Bulk Waste Removal per item	Min 2 items	O	D	15.30	15.30	15.60	15.60

Tenancy Management

Court Costs	Average	O	D	424.50	424.50	460.50	460.50
Gas Servicing Warrant Fee		O	D	22.00	22.00	22.00	22.00
Gas Servicing Warrant Enforcement/ Engineer attendance		S	D	35.83	43.00	41.52	49.83
Electrical Servicing Warrant	New	O	D			22.00	22.00
Electrical Servicing Enforcement/engineer attendance	New	S	D			39.74	47.69
Forced entry		S	D	At Cost	At Cost	At Cost	At Cost
Administration Charge		S	D	13.75	16.50	13.75	16.50
Non-return of Gas/Electric Keys and Cards		O	D	200.00	200.00	200.00	200.00

Sheltered Schemes

Rental of Guest Room Per Night		S	D	10.00	12.00	10.00	12.00
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Garage Rental Fees Per Week

Car spaces & Car Ports							
Car Space Council Tenant		O	D	2.25	2.25	2.31	2.31
Car Space Private (NCT)		S	D	3.17	3.80	3.26	3.91
Car Space Leaseholder		O	D	2.69	2.69	2.76	2.76
Garages							
Garage Council Tenant		O	D	10.49	10.49	10.77	10.77
Garage Private (NCT)		S	D	14.66	17.59	15.06	18.07
Garage Charities		S	D	14.66	17.59	15.06	18.07
Garage Leasehold		E	D	12.69	12.69	13.03	13.03
Garage Commercial		S	D	27.02	32.43	27.75	33.30

**HOUSING, HEALTH AND COMMUNITY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025**

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SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: REPAIRS

Rechargeable Repairs

Replacement Key/Key Fob	S	D	Cost price	Cost price	Cost price	Cost price
Lock Change - Dwelling:Gain Access – 1 Door ref: 396001	S		Cost price	Cost price	Cost price	Cost price
Lock:Full Lock Change – Front Door ref: 390929	S	D	Cost price	Cost price	Cost price	Cost price
Opening:Board Up With 12mm Sterling or Plywood ref: 397001	S		Cost price	Cost price	Cost price	Cost price
Single Glaze 6mm Window Replacement upto 1 Square Metre ref: 515013	S	D	Cost price	Cost price	Cost price	Cost price
Single Glaze 6mm Window Replacement over 1 Square Metre ref: 515015	S	D	Cost price	Cost price	Cost price	Cost price
Double Glazed Window Replacement upto 1 Square Metre ref: 556005	S	D	Cost price	Cost price	Cost price	Cost price
Double Glazed Window Replacement over 1 Square Metre ref: 556007	S	D	Cost price	Cost price	Cost price	Cost price
Internal Fire door Replacement 1/2hr (less stops or frame) ref: 330013	S	D	Cost price	Cost price	Cost price	Cost price
External Timber Door Replacement Panelled or Glazed Front Door ref: 321107	S	D	Cost price	Cost price	Cost price	Cost price
Renew Internal Ply Flush Door Ref: 330001			Cost price	Cost price	Cost price	Cost price
Paint Pack Dulux - 2 bed	S	D	Cost price	Cost price	Cost price	Cost price
Correction of Unauthorised Alterations (Where Tenants have conducted works without the permission of the Council and retrospective permission can not be granted)						
Any other repair deemed re-chargeable	S	D	Cost price	Cost price	Cost price	Cost price
Drain:Jet Blockage (per hour) ref: 039004	S	D	Cost price	Cost price	Cost price	Cost price
Drain:Rod Blockage ref: 039006	S	D	Cost price	Cost price	Cost price	Cost price
Burst:Repair Burst Pipe ne 28MM ref: 640001	S	D	Cost price	Cost price	Cost price	Cost price
Admin Cost to process recharge	S	D	13.33	16.00	13.75	16.50

HOUSING, HEALTH AND COMMUNITY FEES & CHARGES SCHEDULE FROM 1 APRIL 2025
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			April 2024-March 2025		April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT
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CHARGING AREA: LEASEHOLDERS

Leaseholders

Leasehold Information Pack (LPE1)	O	D	177.00	177.00	177.00	177.00
Leasehold Alterations Consent	O	D	177.00	177.00	177.00	177.00
Leasehold property valuations (request for amendment)	O	D	Cost Price	Cost Price	Cost Price	Cost Price
Registration of Notices	O	D	76.00	76.00	76.00	76.00
Lease Extension or Enfranchisement	O	D	Cost Price	Cost Price	Cost Price	Cost Price
Lease Variation	O	D	525.00	525.00	525.00	525.00
Letter of Postponement of Discount Charge to enable further borrowing	O	D	160.00	160.00	160.00	160.00
Copy of Lease	New	O	D	0.00	0.00	60.00
Certificate of Compliance (RTB 5 year Discount)	New	O	D	0.00	0.00	100.00

Clean and Green

CLEAN AND GREEN
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: COMMUNITY INITIATIVES AND PARTNERSHIPS

CHARGING AREA: COMMUNITY EVENTS

Stallholder Pitch fees per 3 x 3m pitch

Lighting Up Brentwood - £30 street trading licence is included with the fees

Catering Unit - serving food e.g burgers, hot dogs etc.	E	D	204.00	204.00	208.00	208.00
Catering Unit - serving alcohol	E	D	204.00	204.00	208.00	208.00
Large Business - more than 10 employees	E	D	140.00	140.00	143.00	143.00
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	102.00	102.00	105.00	105.00
Small business - less than 10 employees	E	D	90.00	90.00	92.00	92.00
Crafters and Artists - all hand made by the seller	E	D	59.00	59.00	60.00	60.00
Registered charity	E	D	46.00	46.00	47.00	47.00

Strawberry Fair and other Community Events

Catering Unit - serving food e.g. Burgers, hot dogs etc.	E	D	179.00	179.00	183.00	183.00
Catering Unit - serving alcohol	E	D	140.00	140.00	143.00	143.00
Large business - more than 10 employees	E	D	113.00	113.00	115.00	115.00
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	82.00	82.00	84.00	84.00
Small business - less than 10 employees	E	D	65.00	65.00	67.00	67.00
Crafters and Artists - all handmade by the seller	E	D	38.00	38.00	39.00	39.00
Registered charity	E	D	38.00	38.00	39.00	39.00
Ice Cream Van (Exclusive) - Strawberry Fair	E	D	450.00	450.00	459.00	459.00
Ice Cream Van (Exclusive) - Family Fun Days	E	D	185.00	185.00	189.00	189.00
Face Painters (large community events)	E	D	N/A	N/A		

Family Fun Days

Wristbands - Rides and Bouncy castles	Per Child	E	D	5.00	5.00	5.00	5.00
Stalls - selling children's pocket money gifts and toys (new category)		E	D	22.00	22.00	23.00	23.00
Sole Catering unit by tender							
Face painters (per face painter)		E	D	28.00	28.00	29.00	29.00

Sponsorship packages - any bespoke packages can be discussed with the Community Services team

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DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025		April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: GOLF COURSE

CHARGING AREA: GOLF COURSE

Per Revenue and Customs Brief 3(2023) the Council are now treating supplies of leisure services as Non-Business with effect 03/03/2023. Prior to this the Sports VAT Exemption was used with effect 01/10/2018. Prior to this, fees would have included VAT at the standard rate.

Annual Season Ticket

7 day Adult	O	D	980.00	980.00	1,003.00	1,003.00
7 day Junior (under 17)	O	D	N/A	N/A	N/A	N/A
7 day Junior (under 17)	After 3pm	O	D	70.00	70.00	72.00
7 day Intermediate (under 25)	O	D	730.00	730.00	747.00	747.00
5 day Adult	Mon - Fri	O	D	820.00	820.00	839.00
5 day Concessionary	Mon - Fri	O	D	660.00	660.00	675.00

Weekday

Per Round - 18 holes - Adult	O	D	N/A	N/A	N/A	N/A
Per Round - 18 holes - Adult	Mon-Thu	O	D	28.00	28.00	29.00
Per Round - 18 holes - Junior (under 17) & 65 and over	O	D	N/A	N/A	N/A	N/A
Per Round - 18 holes - Junior (under 17) & 65 and over	Mon-Thu	O	D	25.00	25.00	26.00

Weekends and Public Holidays

Per Round - 18 holes - Adult	O	D	N/A	N/A	N/A	N/A
Per Round - 18 holes - Adult	Fri - Sun	O	D	35.00	35.00	36.00
Juniors (under 17) & 65 and over	After 1pm	O	D	N/A	N/A	N/A
Juniors (under 17) & 65 and over	After 3pm	O	D	25.00	25.00	26.00

Other Charges

Twilight Play - Weekday	O	D	15.00	15.00	15.00	15.00
Twilight Play - Weekends and Public Holidays	O	D	15.00	15.00	15.00	15.00

Group Bookings Offer. For group bookings of 20 people or more, each person receives 25% off green fees. Please note this offer is not available in conjunction with any other offer and can be withdrawn at any time.

Corporate Offer. Receive 25% discount on green fees and 10% discount on season tickets when you produce a valid employee ID from the following companies

Armed Service Discount. 50% discount on green fees and 10% discount on memberships for current and past serving members of the armed forces during November.

Brentwood Borough Council Staff: 50% discount

CLEAN AND GREEN
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: OPEN SPACES

CHARGING AREA: SPORTS FACILITIES AND OPEN SPACES

Per Revenue and Customs Brief 3(2023) the Council are now treating supplies of leisure services as Non-Business with effect 03/03/2023 (NB block bookings of 10 or more remain VAT Exempt per VAT Notice 742 section 5.4). Prior to this the Sports VAT Exemption was used with effect 01/10/2018. Prior to this, fees not meeting the block booking requirements would have included VAT at the standard rate.

Football & Rugby

King George's Playing Field & Warley Playing Fields (with Changing Facilities)

Pitch & Pavilion - Fortnightly - Adult - Season	Sunday/Bank Holidays	O	D	1,274.00	1,274.00	1,303.00	1,303.00
Pitch & Pavilion - Fortnightly - Adult - Season	Other Days	O	D	1,245.00	1,245.00	1,274.00	1,274.00
Pitch & Pavilion - Weekly - Adult - Season	Sunday/Bank Holidays	O	D	2,546.00	2,546.00	2,605.00	2,605.00
Pitch & Pavilion - Weekly - Adult - Season	Other Days	O	D	2,484.00	2,484.00	2,541.00	2,541.00
Occasional Matches - Adult	Any Day	O	D	127.00	127.00	130.00	130.00

Other Playing Fields (No Changing Facilities)

Pitch - Fortnightly - Adult - Season	Any Day	O	D	809.00	809.00	828.00	828.00
Pitch - Weekly - Adult - Season	Any Day	O	D	1,610.00	1,610.00	1,647.00	1,647.00

Junior Matches All Sites (No Changing Facilities)

Pitch - Fortnightly - Junior - Season	Any Day	O	D	444.00	444.00	454.00	454.00
Pitch - Weekly - Junior - Season	Any Day	O	D	882.00	882.00	902.00	902.00

Occasional Matches (No Changing Facilities)

Adult	Any Day	O	D	81.00	81.00	83.00	83.00
Juniors (under17)	Any Day	O	D	50.00	50.00	51.00	51.00

Mini Soccer - All Sites (No Changing Facilities)

Seasonal Booking every week	Weekly	E	D	469.00	469.00	480.00	480.00
Occasional	Any Day	O	D	42.00	42.00	43.00	43.00

Bowling Greens

Bowls - Season	Adult	O	D	195.00	195.00	199.00	199.00
Bowls - Season	Juniors/OAP's	O	D	122.00	122.00	125.00	125.00
Match Reservations + per rink (inclusive of visitors fees non returnable)	Club Charges	O	D	10.00	10.00	10.00	10.00
Other Reservations (not inclusive of visitors fees non returnable)	Club Charges	O	D	7.00	7.00	7.00	7.00

Large Open spaces (The Brentwood Centre)

Large Events - more than 1/2 Field with £5 or more admission fee	E	D	<u>The setting of these fees are managed by Everyone Active (SLM)</u>
Medium Events - less than 1/2 field and less than £5 admission fee	E	D	
Small Events - less than 1/4 field	E	D	
Set up and take down for events	E	D	
Keep Fit sessions - No cordoning off of field (max 20)	Single	O	D
Non commercial or charitable events (following approval by ward members) 50% discount			

Large Open spaces (King Georges Playing Field)

Area A (Prev Area B) Open space opposite old paddling pool area	E	D	453.00	453.00	463.00	463.00
Keep Fit sessions - No cordoning off of field (max 20)	O	D	19.58	19.58	20.00	20.00
Non commercial or charitable events (following approval by ward members) 50% discount						

Other Open Spaces

Open Space (following approval by Ward members)	Daily Charge	E	D	<u>The setting of these fees are managed by Everyone Active (SLM)</u>
Keep Fit sessions - No defined area (max 20 people)	Single session	O	D	

All Open Spaces

Filming Location Fee (subject to conditions & credits)	Open Space only	S	D	By negotiation and consultation with Chair of Community
Repeat Fee				

CLEAN AND GREEN FEES & CHARGES SCHEDULE FROM 1 APRIL 2025
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DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES
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SERVICE AREA: FOOD & HEALTH SAFETY

Skin Piercing

Premises Registration	O	D	262.00	262.00	262.00	262.00
Practitioner Registration	O	D	93.00	93.00	93.00	93.00

Other Charges

Food Hygiene Rating Score Re-inspection (FHRS)	O	D	186.00	186.00	190.00	190.00
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CLEAN AND GREEN
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025	April 2025-March 2026	Excl VAT	Inc VAT

SERVICE AREA: BUILDING CONTROL

CHARGING AREA: NEW DWELLINGS NOT EXCEEDING 300m2

HO1						
Houses Bungalows less than 4 storeys 1 plot Plan and Inspection	S	D	750.83	901.00	768.00	921.60
Houses Bungalows less than 4 storeys 1 plot Building Notice	S	D	865.83	1,039.00	886.00	1,063.20
Houses Bungalows less than 4 storeys 1 plot Regularisation	O	D	1,251.00	1,251.00	1,280.00	1,280.00
HO2 CON 29R including LLC1						
Houses Bungalows less than 4 storeys 2 plot Plan and Inspection	S	D	1,110.00	1,332.00	1,136.00	1,363.20
Houses Bungalows less than 4 storeys 2 plot Building Notice	S	D	1,222.50	1,467.00	1,251.00	1,501.20
Houses Bungalows less than 4 storeys 2 plot Regularisation	O	D	1,768.00	1,768.00	1,809.00	1,809.00
HO3						
Houses Bungalows less than 4 storeys 3 plot Plan and Inspection	S	D	1,481.67	1,778.00	1,516.00	1,819.20
Houses Bungalows less than 4 storeys 3 plot Building Notice	S	D	1,710.83	2,053.00	1,750.00	2,100.00
Houses Bungalows less than 4 storeys 3 plot Regularisation	O	D	2,473.00	2,473.00	2,530.00	2,530.00
HO4						
Houses Bungalows less than 4 storeys 4 plot Plan and Inspection	S	D	1,871.67	2,246.00	1,915.00	2,298.00
Houses Bungalows less than 4 storeys 4 plot Building Notice	S	D	1,997.50	2,397.00	2,043.00	2,451.60
Houses Bungalows less than 4 storeys 4 plot Regularisation	O	D	2,887.00	2,887.00	2,953.00	2,953.00
HO5						
Houses Bungalows less than 4 storeys 5 plot Plan and Inspection	S	D	2,258.33	2,710.00	2,310.00	2,772.00
Houses Bungalows less than 4 storeys 5 plot Building Notice	S	D	2,371.67	2,846.00	2,426.00	2,911.20
Houses Bungalows less than 4 storeys 5 plot Regularisation	O	D	3,428.00	3,428.00	3,507.00	3,507.00
FO1						
Houses Bungalows less than 4 storeys 1 flat Plan and Inspection	S	D	750.83	901.00	768.00	921.60
Houses Bungalows less than 4 storeys 1 flat Building Notice	S	D	865.83	1,039.00	886.00	1,063.20
Houses Bungalows less than 4 storeys 1 flat Regularisation	O	D	1,251.00	1,251.00	1,280.00	1,280.00
FO2						
Houses Bungalows less than 4 storeys 2 flat Plan and Inspection	S	D	1,110.00	1,332.00	1,136.00	1,363.20
Houses Bungalows less than 4 storeys 2 flat Building Notice	S	D	1,222.50	1,467.00	1,251.00	1,501.20
Houses Bungalows less than 4 storeys 2 flat Regularisation	O	D	1,768.00	1,768.00	1,809.00	1,809.00
FO3						
Houses Bungalows less than 4 storeys 3 flat Plan and Inspection	S	D	1,481.67	1,778.00	1,516.00	1,819.20
Houses Bungalows less than 4 storeys 3 flat Building Notice	S	D	1,710.83	2,053.00	1,750.00	2,100.00
Houses Bungalows less than 4 storeys 3 flat Regularisation	O	D	2,473.00	2,473.00	2,530.00	2,530.00
FO4						
Houses Bungalows less than 4 storeys 4 flat Plan and Inspection	S	D	1,871.67	2,246.00	1,915.00	2,298.00
Houses Bungalows less than 4 storeys 4 flat Building Notice	S	D	1,997.50	2,397.00	2,043.00	2,451.60
Houses Bungalows less than 4 storeys 4 flat Regularisation	O	D	2,887.00	2,887.00	2,953.00	2,953.00
FO5						
Houses Bungalows less than 4 storeys 5 flat Plan and Inspection	S	D	2,258.33	2,710.00	2,310.00	2,772.00
Houses Bungalows less than 4 storeys 5 flat Building Notice	S	D	2,371.67	2,846.00	2,426.00	2,911.20
Houses Bungalows less than 4 storeys 5 flat Regularisation	O	D	3,428.00	3,428.00	3,507.00	3,507.00
CV01						
Conversion to a Single Dwelling House Plan and Inspection	S	D	830.00	996.00	849.00	1,018.80
Conversion to a Single Dwelling House Building Notice	S	D	912.50	1,095.00	933.00	1,119.60
Conversion to a Single Dwelling House Regularisation	O	D	1,260.00	1,260.00	1,289.00	1,289.00
CV02						
Conversion to a Single Flat Plan and Inspection	S	D	748.33	898.00	766.00	919.20
Conversion to a Single Flat Building Notice	S	D	824.17	989.00	843.00	1,011.60
Conversion to a Single Flat Regularisation	O	D	1,199.00	1,199.00	1,227.00	1,227.00
ED						
Notifiable Electrical Work where a satisfactory certificate will not be issued by a Part P registered electrician.	S	D	402.50	483.00	412.00	494.40

CLEAN AND GREEN							
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025							
DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES		
			April 2024-March 2025	April 2025-March 2026	April 2024-March 2025	April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT	
SERVICE AREA: BUILDING CONTROL							
CHARGING AREA: WORK TO A SINGLE DWELLING (NOT MORE THAN 3 STOREYS HIGH ABOVE GROUND LEVEL)							
DW00							
Single Storey extension not exceeding 10 sq m Plan and Inspection Charge	S	D	342.50	411.00	350.00	420.00	
Single Storey extension not exceeding 10 sq m Building Notice	S	D	376.67	452.00	385.00	462.00	
Single Storey extension not exceeding 10 sq m Regularisation Charge	O	D	519.00	519.00	531.00	531.00	
DW01							
CON 29R including LLC1							
Single Storey extension not exceeding 40 sq m Plan and Inspection Charge	S	D	645.00	774.00	660.00	792.00	
Single Storey extension not exceeding 40 sq m Building Notice	S	D	710.00	852.00	726.00	871.20	
Single Storey extension not exceeding 40 sq m Regularisation Charge	O	D	980.00	980.00	1,003.00	1,003.00	
DW02							
Single Storey extension not exceeding 100 sq m Plan and Inspection Charge	S	D	806.67	968.00	825.00	990.00	
Single Storey extension not exceeding 100 sq m Building Notice	S	D	886.67	1,064.00	907.00	1,088.40	
Single Storey extension not exceeding 100 sq m Regularisation Charge	O	D	1,224.00	1,224.00	1,252.00	1,252.00	
DW03							
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Plan and Inspection Charge	S	D	752.50	903.00	770.00	924.00	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Building Notice	S	D	826.67	992.00	846.00	1,015.20	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Regularisation Charge	O	D	1,140.00	1,140.00	1,166.00	1,166.00	
DW04							
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Plan and Inspection Charge	S	D	1,004.00	1,204.80	1,027.00	1,232.40	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Building Notice	S	D	1,104.00	1,324.80	1,129.00	1,354.80	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Regularisation Charge	O	D	1,268.00	1,268.00	1,297.00	1,297.00	
DW05							
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Plan and Inspection Charge	S	D	412.50	495.00	422.00	506.40	
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Building Notice	S	D	453.33	544.00	464.00	556.80	
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Regularisation Charge	O	D	625.00	625.00	639.00	639.00	
DW06							
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Plan and Inspection Charge	S	D	529.17	635.00	541.00	649.20	
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Building Notice	S	D	582.50	699.00	596.00	715.20	
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Regularisation Charge	O	D	803.00	803.00	821.00	821.00	
DW07							
First Floor & Second Floor loft conversion Plan and Inspection Charge	S	D	620.83	745.00	635.00	762.00	
First Floor & Second Floor loft conversion Building Notice	S	D	683.33	820.00	699.00	838.80	
First Floor & Second Floor loft conversion Regularisation Charge	O	D	942.00	942.00	964.00	964.00	
DW08							
Other Works Plan and Inspection Charge	S	D	369.17	443.00	378.00	453.60	
Other Works Building Notice	S	D	405.83	487.00	415.00	498.00	
Other Works Regularisation Charge	O	D	561.00	561.00	574.00	574.00	
DW09							
Re-roofing, installation of solar panels or photovoltaic cells Plan and Inspection Charge	S	D	226.67	272.00	232.00	278.40	
Re-roofing, installation of solar panels or photovoltaic cells Building Notice	S	D	249.17	299.00	255.00	306.00	
Re-roofing, installation of solar panels or photovoltaic cells Regularisation Charge	O	D	344.00	344.00	352.00	352.00	
DW10							
Replacement of windows, roof lights, roof windows or external glazed doors Plan and Inspection Charge	S	D	203.33	244.00	208.00	249.60	
Replacement of windows, roof lights, roof windows or external glazed doors Building Notice	S	D	224.17	269.00	229.00	274.80	
Replacement of windows, roof lights, roof windows or external glazed doors Regularisation Charge	O	D	309.00	309.00	316.00	316.00	
DW11							
Cost of work not exceeding £5,000 Plan and Inspection Charge	S	D	271.67	326.00	278.00	333.60	
Cost of work not exceeding £5,000 Building Notice	S	D	298.33	358.00	305.00	366.00	
Cost of work not exceeding £5,000 Regularisation Charge	O	D	411.00	411.00	420.00	420.00	
DW12							
Cost of work exceeding £5,000 but not exceeding £25,000 Plan and Inspection Charge	S	D	524.17	629.00	536.00	643.20	
Cost of work exceeding £5,000 but not exceeding £25,000 Building Notice	S	D	576.67	692.00	590.00	708.00	
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	796.00	796.00	814.00	814.00	
DW13							
Cost of work exceeding £25,000 but not exceeding £100,000 Plan and Inspection Charge	S	D	865.00	1,038.00	885.00	1,062.00	
Cost of work exceeding £25,000 but not exceeding £100,000 Building Notice	S	D	950.83	1,141.00	973.00	1,167.60	
Cost of work exceeding £25,000 but not exceeding £100,000 Regularisation Charge	O	D	1,313.00	1,313.00	1,343.00	1,343.00	
ED							
Notifiable electrical work where a satisfactory certificate will not be issued by a Part P registered electrician	S	D	402.50	483.00	412.00	494.40	

CLEAN AND GREEN
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: BUILDING CONTROL

CHARGING AREA: ALL OTHER NON-DOMESTIC WORK (NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL)

Extensions and New Builds

ND01

Single Storey extension not exceeding 40 sq m Plan and Inspection Charge	S	D	638.33	766.00	653.00	783.60
Single Storey extension not exceeding 40 sq m Regularisation Charge CON 29R including LLC1	O	D	980.00	980.00	1,003.00	1,003.00

ND02

Single Storey extension not exceeding 100 sq m Plan and Inspection Charge	S	D	729.17	875.00	746.00	895.20
Single Storey extension not exceeding 100 sq m Regularisation Charge	O	D	1,105.00	1,105.00	1,130.00	1,130.00

ND03

Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Plan and Inspection Charge	S	D	796.67	956.00	815.00	978.00
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Regularisation Charge	O	D	1,206.00	1,206.00	1,234.00	1,234.00

ND04

Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Plan and Inspection Charge	S	D	865.00	1,038.00	885.00	1,062.00
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Regularisation Charge	O	D	1,308.00	1,308.00	1,338.00	1,338.00

Alterations

ND05

Cost of work not exceeding £5,000 Plan and Inspection Charge	S	D	342.50	411.00	350.00	420.00
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	513.00	513.00	525.00	525.00
Replacement of windows, roof lights, roof windows or external glazed doors Plan and Inspection Charge	S	D	297.50	357.00	304.00	364.80
Replacement of windows, roof lights, roof windows or external glazed doors Regularisation Charge	O	D	434.00	434.00	444.00	444.00
Renewable energy systems not exceeding £20,000 Planning and Inspection Charge	S	D	320.00	384.00	327.00	392.40
Renewable energy systems not exceeding £20,000 Regularisation Charge	O	D	456.00	456.00	466.00	466.00
Installation of new shop front and work not exceeding £5,000 Plan and Inspection Charge	S	D	320.00	384.00	327.00	392.40
Installation of new shop front and work not exceeding £5,000 Regularisation Charge	O	D	456.00	456.00	466.00	466.00

ND06

Cost of work exceeding £5,000 but not exceeding £25,000 Plan and Inspection Charge	S	D	524.17	629.00	536.00	643.20
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	798.00	798.00	816.00	816.00
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) Plan and Inspection Charge	S	D	411.67	494.00	421.00	505.20
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) Regularisation Charge	O	D	637.00	637.00	652.00	652.00
Installation of raised storage platform not exceeding 250 sqm within an existing building Plan and Inspection Charge	S	D	501.67	602.00	513.00	615.60
Installation of raised storage platform not exceeding 250 sqm within an existing building Regularisation Charge	O	D	707.00	707.00	723.00	723.00

ND07

Cost of work exceeding £25,000 and not exceeding £100,000 Plan and Inspection Charge	S	D	910.83	1,093.00	932.00	1,118.40
Cost of work exceeding £25,000 and not exceeding £100,000 Regularisation Charge	O	D	1,387.00	1,387.00	1,419.00	1,419.00
Fit out of building up to 100 sq m Plan and Inspection Charge	S	D	615.83	739.00	630.00	756.00
Fit out of building up to 100 sq m Regularisation Charge	O	D	854.00	854.00	874.00	874.00

Assets, Projects & Strategy

ASSETS, PROJECTS & STRATEGY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PARKING

CHARGING AREA: Offstreet Parking

Chatham Way

			Chargable period 24 Hours		Chargable period 24 Hours	
Monday to Saturday						
30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	1.25	1.50	1.25	1.50
2 hours	S	D	2.08	2.50	2.08	2.50
2 hours with discount card	S	D	1.50	1.80	1.50	1.80
3 hours	S	D	2.92	3.50	2.92	3.50
4 hours	S	D	3.75	4.50	3.75	4.50
5 hours	S	D	4.58	5.50	4.58	5.50
6 hours +	S	D	5.83	7.00	5.83	7.00
24 hours	S	D	N/A	N/A	N/A	N/A
Sunday Charge						
All day	S	D	0.00	0.00	0.00	0.00

Coptfold Road

Monday to Saturday - 6:00am to 10:00pm						
30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.83	1.00	0.83	1.00
2 hours	S	D	1.67	2.00	1.67	2.00
3 hours	S	D	2.50	3.00	2.50	3.00
4 hours	S	D	3.33	4.00	3.33	4.00
5 hours	S	D	4.17	5.00	4.17	5.00
6 hours	S	D	5.00	6.00	5.00	6.00
Sunday Charge - 6:00am to 10:00pm						
All day	S	D	0.00	0.00	0.00	0.00
Lost Ticket	S	D	5.00	6.00	5.00	6.00

William Hunter Way

			Chargable period 24 Hours		Chargable period 24 Hours	
Monday to Saturday						
30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	1.25	1.50	1.25	1.50
2 hours	S	D	2.08	2.50	2.08	2.50
2 hours with discount card	S	D	1.50	1.80	1.50	1.80
3 hours	S	D	2.92	3.50	2.92	3.50
4 hours	S	D	3.75	4.50	3.75	4.50
5 hours	S	D	4.58	5.50	4.58	5.50
6 hours	S	D	5.83	7.00	5.83	7.00
24 hours	S	D	N/A	N/A	N/A	N/A
Sunday Charge						
All day	S	D	0.00	0.00	0.00	0.00

ASSETS, PROJECTS & STRATEGY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025		April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PARKING

CHARGING AREA: Offstreet Parking

Town Hall

Monday to Friday not open to the public.

		Chargeable period 24 Hours		Chargeable period 24 Hours	
Saturday Charge					
30 mins	S D	0.00	0.00	0.00	0.00
1 hours	S D	1.25	1.50	1.25	1.50
2 hours	S D	2.08	2.50	2.08	2.50
2 hours with discount card	S D	1.50	1.80	1.50	1.80
3 hours	S D	2.92	3.50	2.92	3.50
4 hours	S D	3.75	4.50	3.75	4.50
5 hours	S D	4.58	5.50	4.58	5.50
6 hours	S D	5.83	7.00	5.83	7.00
24 hours	S D	0.00	0.00	0.00	0.00
Sunday Charge					
All day	S D	0.00	0.00	0.00	0.00

King George's Playing Field

Monday to Sunday - 6:00am to 7:00pm					
30 mins	S D	0.00	0.00	0.00	0.00
1 hours	S D	1.25	1.50	1.25	1.50
2 hours	S D	2.08	2.50	2.08	2.50
2 hours with discount card	S D	1.50	1.80	1.50	1.80
3 hours	S D	2.92	3.50	2.92	3.50
4 Hours	S D	3.75	4.50	3.75	4.50
5 hours	S D	4.58	5.50	4.58	5.50
6 hours	S D	5.83	7.00	5.83	7.00
Over 6 hours	S D	7.50	9.00	7.50	9.00
Monday to Sunday - 6:00am to 7:00pm					
Mini-bus - All Day	S D	14.17	17.00	14.17	17.00
Coach - All Day	S D	27.50	33.00	27.50	33.00

Ingatestone

Maximum stay 2 hours no return for 4 hours	S D	0.00	0.00	0.00	0.00
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Note - This is for Bell Mead and Market Square Monday to Saturday 8:00am - 6:00pm

Friars Avenue

Maximum stay 3 hours no return for 4 hours

Monday to Saturday					
30 mins	S D	0.00	0.00	0.00	0.00
1 hours	S D	1.25	1.50	1.25	1.50
2 hours	S D	2.08	2.50	2.08	2.50
2 hours with discount card	S D	1.50	1.80	1.50	1.80
3 hours	S D	2.92	3.50	2.92	3.50
Sunday Charge					
All day	S D	0.00	0.00	0.00	0.00

Hunters Avenue

Maximum stay 3 hours no return for 4 hours

Monday to Saturday					
30 mins	S D	0.00	0.00	0.00	0.00
1 hours	S D	1.25	1.50	1.25	1.50
2 hours	S D	2.08	2.50	2.08	2.50
2 hours with discount card	S D	1.50	1.80	1.50	1.80
3 hours	S D	2.92	3.50	2.92	3.50
Sunday Charge					
All day	S D	0.00	0.00	0.00	0.00

ASSETS, PROJECTS & STRATEGY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PARKING

CHARGING AREA: Offstreet Parking - Season Tickets and Penalty Charge Notices

Season Tickets - Standard Charge - No refund

7 days	S	D	33.33	40.00	34.17	41.00
1 month	S	D	100.00	120.00	102.50	123.00
3 months	S	D	300.00	360.00	307.50	369.00
6 months	S	D	566.67	680.00	580.00	696.00
12 months	S	D	1,025.00	1,230.00	1,049.17	1,259.00

Season Tickets - 3 Day Flexi Ticket - No refund

1 month	S	D	60.00	75.00	63.33	76.00
3 months	S	D	168.00	210.00	175.83	211.00
6 months	S	D	319.20	399.00	333.33	400.00
12 months	S	D	566.40	708.00	590.83	709.00

Note - For Coptfold Road, William Hunter Way*, Friars Avenue, Hunter Avenue and Eagle Way car parks.

*-No new season tickets will be offered for William Hunter Way Car Park

Season Tickets - £2 overnight charge - No refund

7 days	S	D	11.67	14.00	12.50	15.00
1 month	S	D	50.83	61.00	52.50	63.00
3 months	S	D	152.08	182.50	155.83	187.00
6 months	S	D	304.17	365.00	311.67	374.00
12 months	S	D	608.33	730.00	622.50	747.00
Permit replacement/change	S	D	8.00	10.00	8.33	10.00

Note - Only for resident parking (subject to address confirmation) at William Hunter way and Chatham way car parks.

Penalty Charge Notice

Higher Level Penalty Charge Notice	O	S	70.00	70.00	70.00	70.00
Higher Level Penalty Charge Notice (if paid within 14 days)	O	S	35.00	35.00	35.00	35.00
Lower Level Penalty Charge Notice	O	S	50.00	50.00	50.00	50.00
Lower Level Penalty Charge Notice (if paid within 14 days)	O	S	25.00	25.00	25.00	25.00

Note: Set through national legislation

Housing Resident Parking Permits

Annual Parking Permit for Housing Parking Orders	S	D	33.33	40.00	34.10	41.00
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ASSETS, PROJECTS & STRATEGY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: DESIGN AND PRINT SERVICES

CHARGING AREA: DESIGN AND PRINT SERVICES

External Printing

			£	£	£	£
Provision of design and print services - per hour	S	D	19.17	23.00	20.00	24.00
Price per black and white copy	S	D	0.02	0.02	0.02	0.02
Price per colour copy	S	D	0.05	0.06	0.05	0.06
Provision of printing materials	S	D	As per job spec			

ASSETS, PROJECTS & STRATEGY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: OFFICE ACCOMMODATION

CHARGING AREA: ROOM HIRE

Committee Room Hire (Town Hall)

Council Chamber Half Day*	S	D	425.00	510.00	425.00	510.00
Council Chamber Full Day*	S	D	725.00	870.00	725.00	870.00
Committee Rooms 1 Half Day*	S	D	183.33	220.00	183.33	220.00
Committee Rooms 1 Full Day*	S	D	300.00	360.00	300.00	360.00
Committee Rooms 2 Half Day*	S	D	75.00	90.00	75.00	90.00
Committee Rooms 2 Full Day*	S	D	125.00	150.00	125.00	150.00
Civic Foyer Half Day	S	D	125.00	150.00	125.00	150.00
Civic Foyer Full Day	S	D	216.67	260.00	216.67	260.00
Leader's Room Half Day	S	D	91.67	110.00	91.67	110.00
Leader's Room Full Day	S	D	175.00	210.00	175.00	210.00

* 50% Discount applicable for booking made by Charities and Community Groups

Weddings (Town Hall - From August 2019)

Council Chamber Monday - Thursday	S	D	390.00	468.00	N/A	N/A
Council Chamber Friday	S	D	390.00	468.00	N/A	N/A
Council Chamber Saturday	S	D	390.00	468.00	N/A	N/A

* Please note fees for wedding ceremonies in the Council Chamber are administered by BBC and does not include registrar fee

Committee Rooms Monday - Thursday	E/S	D	200.00	240.00	N/A	N/A
Committee Rooms Friday	E/S	D	260.00	312.00	N/A	N/A
Committee Rooms Saturday	E/S	D	320.00	384.00	N/A	N/A

Please note the above charges do not include the fee for the certificate. £11 will need to be paid in addition to the charges above.

ASSETS, PROJECTS & STRATEGY
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025		April 2024-March 2025	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: OFFICE ACCOMMODATION

CHARGING AREA: COMMUNITY HALLS

Nightingale

8:00 - 18:00 HOURLY RATE	S	D	50.00	60.00	50.00	60.00
18:00 - 23:00 HOURLY RATE	S	D	85.00	102.00	85.00	102.00
Extension until 12pm	S	D	205.00	246.00	205.00	246.00
Extension until 1am	S	D	410.00	492.00	410.00	492.00

Bishops Hall

8:00 - 18:00 HOURLY RATE	S	D	50.00	60.00	50.00	60.00
18:00 - 23:00 HOURLY RATE	S	D	85.00	102.00	85.00	102.00
Extension until 12pm	S	D	205.00	246.00	205.00	246.00
Extension until 1am	S	D	410.00	492.00	410.00	492.00

Finance & Resources

FINANCE & RESOURCES
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PLANNING & ECONOMY

CHARGING AREA: Economic Development

Brentwood Business Showcase exhibitor stands

N/A

N/A

N/A

N/A

For more information about sponsorship packages, contact the Economic Development team on business@brentwood.gov.uk

PLANNING

PLANNING COMMITTEE
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025		April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LAND CHARGES

CHARGING AREA: Land Charges

Search Fees

LLC1	O	S	23.00	23.00	24.00	24.00
CON 29R	S	S	108.00	135.00	115.00	138.00
CON 29R including LLC1	S/O	S	125.60	157.00	135.00	162.00
CON 290 optional enquiries, except Q22	S	S	13.60	17.00	15.00	18.00
CON 290 optional enquiries, Q22 only	S	S	15.20	19.00	15.67	20.00
Any other additional enquiries	O	S	36.00	36.00	37.00	37.00
Additional parcels of Land	S	S	38.40	48.00	41.67	50.00

In relation to CON 290, Q.22 only, additional parcels of land are processed at £1 per parcel, subject to maximum of 6 parcels of land, there being a £20 maximum fee payable in this regard

Personal Searches - Self Service

Free Free

PLANNING COMMITTEE						
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025						

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025	April 2025-March 2026	April 2025-March 2026	April 2025-March 2026
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Planning Application Fees

All Outline Applications

Site not more than 0.5 hectares	O	S	£578.00	£578.00	588?	588?
Up to 2.5 hectare, per 0.1 hectare	O	S	£0.00	£0.00		
			£15,443 +	£15,443 +	15695+189	15695+189
More than 2.5 hectares	O	S	£186.00	£186.00	?	?
Each 0.1 hectare in excess of 2.5 hectares to a maximum of £125,000	O	S	£0.00	£0.00		
Site between 0.5 hectares and 2.5 hectares	O	S	£624.00	£624.00	635?	635?

Householder Applications

CON 29R including LLC1						
Alterations/extensions to a single dwelling	O	S	£258.00	£258.00	£528.00	£528.00

Full Applications

Single dwellinghouse (or single flat)	O	S	£258.00	£258.00	£528.00	£528.00
Alterations/extensions two or more dwellings	O	S	£509.00	£509.00	£1,043.00	£1,043.00
Number of dwellinghouses - no more than 10	O	S	£578.00	£578.00	588?	588?
New Dwellings (between 10 & 50) per dwelling	O	S	£624.00	£624.00	635?	635?
New Dwellings more than 50	O	S	£30,860.00	£30,860.00	31385?	31385?
Each dwelling in excess of 50 to a maximum of £300,000	O	S	£186.00	£186.00	189?	189?

Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery)

Gross Floor up to 40sq m	O	S	£293.00	£293.00	298?	298?
Gross Floor 40 sq m to 75 sq m	O	S	£578.00	£578.00	588?	588?
Gross Floor 40 sq m to 1,000 sq m					635?	635?
Gross Floor 75sq m to 3750 sq m each 75 sq m or part thereof	O	S	£624.00	£624.00	to remove?	
Gross Floor more than 3750 sq m	O	S	£30,680.00	£30,680.00	£31,385.00	£31,385.00
Each additional 75 sq m in excess of 3750 sq m to a maximum of £250,000	O	S	£186.00	£186.00	189?	189?

Erection of building (on land used for agriculture for agricultural purposes)

Gross Floor Space up to 465 sq m	O	S	£120.00	£120.00	122?	122?
Gross Floor 465 sq m to 540 sq m	O	S	£578.00	£578.00	588?	588?
Gross Floor 540 sq m to 4215 sq m each 75 sq m in excess of 540 sq m	O	S	N/A	N/A		
Gross Floor more than 540 sq.m not more than 1,000sq.m	O	S	£578.00	£578.00	588?	588?
Each additional 75sq.m in excess of 540 sq.m	O	S	£578.00	£578.00		
Gross Floor between 1,000 sq.m and 4215 sq m for first 1,000sq.m	O	S	£624.00	£624.00	£5,077.00	£5,077.00
Each additional 75sq.m in excess of 1,000 sq.m	O	S	£624.00	£624.00	635?	635?
Each additional 75 sq m in excess of 4215 sq m to a maximum of £250,000	O	S	N/A	N/A		
Gross Floor more than 4215 sq m	O	S	£30,860.00	£30,860.00	31385?	31385?
Each additional 75 sq m in excess of 4215 sq m to a maximum of £250,000	O	S	£186.00	£186.00	189?	189?

Erection of glasshouses

Gross Floor no more than 465 sq m	O	S	£120.00	£120.00	122?	122?
More than 465 sq.m but not more than 1,000 sq.m	O	S	£3,225.00	£3,225.00	3280?	3280?
Gross Floor more than 465 sq m	O	S	N/A	N/A		
1,000 sq.m or more	O	S	£3,483.00	£3,483.00	3542?	3542?

Erection/Alterations/Replacement of Plant and Machinery

Site Area not more than 5 hectares - per 0.1 hectare or part thereof	O	S	N/A	N/A		
Site Area not more than 1 hectare - per 0.1 hectare or part thereof	O	S	£578.00	£578.00	588?	588?
More than 1 hectare but not more than 5 hectares for each 0.1 hectare or part thereof	O	S	£624.00	£624.00	635?	635?
Site Area more than 5 hectares	O	S	£30,860.00	£30,860.00	31385?	31385?
Each additional 0.1 hectare in excess of 5 hectares up to a maximum of £250,000	O	S	£186.00	£186.00	189?	189?

Applications other than Building Works

Car parks, Service Roads or other accesses	O	S	£293.00	£293.00	298?	298?
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Waste (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage minerals)

Site Area no more than 15 hectares per 0.1 hectare	O	S	£316.00	£316.00	321?	321?
Site Area more than 15 hectares	O	S	£47,161.00	£47,161.00	47693?	47693?
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	N/A	N/A		
Each 0.1 hectare in excess of 15 hectares up to a maximum of £105,300	O	S	£186.00	£186.00	189?	189?

Operations connected with exploratory drilling for oil or natural gas

Site area not more than 7.5 hectares each 0.1 hectare	O	S	£686.00	£686.00	698?	698?
Site area more than 7.5 hectares	O	S	£51,395.00	£51,395.00	52269?	52269?
Each 0.1 hectare in excess of 7.5 hectares up to a maximum of £250,000	O	S	N/A	N/A		
Each 0.1 hectare in excess of 7.5 hectares up to a maximum of £405,000	O	S	£204.00	£204.00	207?	207?

Operations (other than exploratory drilling) for the winning and working of oil or natural gas

Site area not more than 15 hectares each 0.1 hectares	O	S	£347.00	£347.00	353?	353?
Site area more than 15 hectares	O	S	£52,002.00	£52,002.00	52886?	52886?
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	N/A	N/A		
Each 0.1 hectare in excess of 15 hectares up to a maximum of £105,300	O	S	£204.00	£204.00	207?	207?

Operations (winning and working of minerals) excluding oil or natural gas

Site area not more than 15 hectares each 0.1 hectares	O	S	£316.00	£316.00	321?	321?
Site area more than 15 hectares	O	S	£47,161.00	£47,161.00	47963?	47963?
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	N/A	N/A		
Each 0.1 hectare in excess of 15 hectares up to a maximum of £105,300	O	S	£186.00	£186.00	189?	189?

Other operations (not coming within any of the above categories)

Any site area per 0.1 hectares up to a maximum of £1690	O	S	N/A	N/A		
Any site area per 0.1 hectares up to a maximum of £2,535	O	S	£293.00	£293.00	298?	298?

Lawful Development Certificate

Existing Use or operation	O	S	Same As Full	Same As Full		
Existing use or operation - lawful not to comply with any condition or limitation	O	S	293.00	293.00		
Proposed use or operation	O	S	Half normal planning fee	Half normal planning fee		

Section 73 Applications (There is a new three-tier fee structure for section 73 applications)

Householder applications					86.00	86.00
Non-major development;and					586.00	586.00
Major development					2000.00	2000.00

PLANNING COMMITTEE
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Planning Application Fees

Prior Approval

Telecommunications Code Systems Operators	O	S	578.00	578.00	588?	588?
Larger Home Extensions	O	S	120.00	120.00	240.00	240.00
Additional Storeys on a home	O	S	120.00	120.00	240.00	240.00
Agricultural and Forestry buildings & operations	O	S	120.00	120.00	240.00	240.00
Demolition of Buildings	O	S	120.00	120.00	240.00	240.00
Change of Use from Commercial/Business/Service (Use Class E), or Betting Office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)	O	S	120.00	120.00	240.00	240.00
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E), Hotels (Use Class C1), Residential Institutions (Use Class C2A) to a state funded school	O	S	120.00	120.00	240.00	240.00
Change of use of a building and any land within its curtilage from an Agricultural Buildings to a State Funded School	O	S	120.00	120.00	240.00	240.00
Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible commercial use within Commercial/Business/Service (Use Class E), storage or Distribution (Use Class B8), or Hotels (Use Class C1)	O	S	120.00	120.00	240.00	240.00
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	O	S	120.00	120.00	240.00	240.00
If it includes building operations in connection with the change of use	O	S	258.00	258.00	516.00	516.00
Change of use of a building from Betting Office, Pay Day Loan Shop, Launderette; a mixed use combination of these uses and use as Dwellinghouse(s); or Hot Food takeaways to Dwellinghouses (Use Class C3)	O	S	120.00	120.00	240.00	240.00
if it includes building operations in connection with change of use	O	S	258.00	258.00	516.00	516.00
Change of Use of a building and any land within its Curtilage from Amusement Arcades/Centres and Casinos to Dwellinghouses (Use Class C3)	O	S	120.00	120.00	240.00	240.00
if it includes building operations in connection with the change of use	O	S	258.00	258.00	516.00	516.00
Temporary Use of Buildings or land for the Purpose of commercial film-making and the associate Temporary Structures, Works, Plant or Machinery required in connection with that Use	O	S	120.00	120.00	240.00	240.00
Provision of Temporary School Buildings on Vacant Commercial Lane and the use of that land as a State-funded School for up to 3 Academic Years	O	S	120.00	120.00	240.00	240.00
Development Consisting of the Erection or Construction of a Collection Facility with the Curtilage of a Shop	O	S	120.00	120.00	240.00	240.00
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roof of Non Domestic Buildings, up to a capacity of 1 Megawatt	O	S	120.00	120.00	240.00	240.00
Movable structure within the curtilage of a historic visitor attraction, or listed pub/restaurant/etc	O	S	120.00	120.00	240.00	240.00
Erection, extension or alteration on a closed defence site by or on behalf of the Crown of single living accommodation and/or non-residential buildings	O	S	120.00	120.00	240.00	240.00
Erection, extension, or alteration of a university building	O	S	120.00	120.00	240.00	240.00

Reserved Matters

Application for approval of reserved matters following outline approval	O	S	Full Fee due or if paid £578	Full Fee due or if paid £578		
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Approval/Variation/Discharge of condition

Application for removal or variation of a condition following grant of planning permission	O	S	293.00	293.00		
Request for confirmation that one or more planning conditions have been complied with - Householder	O	S	43.00	43.00		
Request for confirmation that one or more planning conditions have been complied with - Other	O	S	145.00	145.00		

Change of Use of a building to use as one or more separate dwellings houses or other cases

Not more than 50 dwellings - each dwelling	O	S	N/A	N/A		
More than 50 dwellings	O	S	30,860.00	30,860.00		
Each dwelling in excess of 50 up to a maximum of £250,000	O	S	186.00	186.00		
Other Changes of use of a building or land	O	S	N/A	N/A		
Number of dwellinghouses not more than 10	O	S	578.00	578.00		
Number of dwellinghouses between 10 and 50	O	S	624.00	624.00		

Other Changes of Use

Building or Land	O	S	£578.00	£578.00		
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Advertising

Relating to the business on the premises	O	S	165.00	165.00	168?	168?
business	O	S	165.00	165.00	168?	168?
Other advertisements	O	S	578.00	578.00	588?	588?

Application for a New Planning Permission to replace an Extant Planning Permission

Applications in respect of major developments	O	S	0.00	0.00		
Applications in respect of householder developments	O	S	0.00	0.00		
Applications in respect of other developments	O	S	0.00	0.00		

Application for a Non-material Amendment following a grant of Planning Permission

Applications in respect of householder development	O	S	43.00	43.00	44?	44?
Applications in respect of other developments	O	S	293.00	293.00	298?	298?

Application for Permission in Principle

For each 0.1 hectare of the site area	O	S	503.00	503.00		
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For further clarification on the planning fees please refer to the The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 and (Amendment) Regulations 2017

PLANNING COMMITTEE FEES & CHARGES SCHEDULE FROM 1 APRIL 2025						
DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT
SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT						
CHARGING AREA: Pre-Application Advice						

Planning history advice

You can use this advice to find out the authorised use of land or a building; the previous applications and consents related to the land or building; whether your property has permitted the development rights;

Written advice					66.67	80.00
<u>High Hedges application</u>	S	S	416.67	500.00	558.33	670.00

Pre-Application Advice

Householder						
1	Householder - written response only	S	D	73.33	88.00	87.50
2	Up to 1-hour meeting and written summary / with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	174.16 / 330	209 / 396	240 / 510
3	CON 29R including LLC1	S	D	36.67	44.00	288 / 612
4	Express Householder Advice - e.g. week turnaround	S	D	517.92	621.50	Listed with landcharges Service discontinues
<u>Change of Use of a Building or Land where the proposal does not constitute Minor or Major development</u>						
NB this would include a change of use of the land to additional residential garden; paddocks; and buildings to non-residential use but excludes construction of a new house/replacement house/ outbuilding to annex						
	Written advice only	S	D	183.33	220.00	224.17
5	Up to 1-hour inhouse meeting and written summary/ with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	430.83 / 600.41	517 / 720.50	520 / 790
	Up to 1-hour onsite meeting and written summary/ with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a residential listed building)	S	D	458.33 / 627.91	550 / 753.50	624 / 948
6	Follow up comments upon per additional set of drawings	S	D	183.33	220.00	224.17
7	Follow up comments upon per additional set of drawings	S	D	183.33	220.00	224.17
<u>Creation of a singular dwellinghouse; replacement dwellinghouse; or residential annexe</u>						
	Written advice only/with specialist advice				229.17 / 510	275 / 612
8	Up to 1-hour inhouse meeting and written summary/ with specialist advice (Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a listed building, specialist advice is required and is charged as follows.	S	D	430.83 / 600.41	517 / 720.50	520 / 790
	Up to 1-hour onsite meeting and written summary/ with specialist advice Where the proposal falls within a conservation area and/or the setting of a listed building, or involves works to a listed building, specialist advice is required and is charged as follows.	S	D	458.33 / 627.91	550 / 753.50	624 / 948
9	Follow up comments upon per additional set of drawings	S	D	183.33	220.00	224.17
10	Follow up comments upon per additional set of drawings	S	D	183.33	220.00	224.17
<u>Minor Development</u>						
<u>You need this advice if you are building two to ten dwellings or the site area is up to 0.5 hectares</u>						
11	Written summary only/ with specialist advice	S	D	430.83 / 600.41	517 / 720.50	520 / 790
12	Up to 1-hour inhouse meeting and written summary/ with specialist advice	S	D	889.16 / 1054.16	1131.02 / 1340.90	624 / 948
13	Up to 1-hour onsite meeting and written summary/with specialist advice	S	D	916.66 / 1081.66	1100 / 1298	1070 / 1340
14	Additional 1-hour inhouse meetings and written summaries/ with specialist	S	D	568.33 / 733.33	682 / 880	1284 / 1608
15	Follow up comments per additional set of drawings	S	D	206.25	247.50	1140 / 1410
<u>Small major development (includes Heritage Assets/ Urban Design)</u>						
You need this advice if you are building between 11 to 49 dwellings; the new building has between 1000 and 2499 sqm of floor space						
Or the site is between 0.5 and 1.99 hectares (where you don't know the floor space).						
	Written advice only				848.33	1,018.00
16	Up to 1-hour inhouse meeting and written summary	S	D	2,543.75	2,798.13	3,105.00
17	Up to 1-hour onsite meeting and written summary set	S	D	2,612.50	2,873.75	3,180.00
Subsequent follow up advice – if you have: already received advice about a similar development on the same site in the last three months or Received a refusal of planning permission for a similar development on the same site in the last three months.						
18	Written advice	S	D	307.08	337.79	290.00
19	A subsequent meeting with a planning officer	S	D	1,860.83	2,046.92	348.00
<u>Large major development (includes Heritage Assets/ Urban Design)</u>						
If your new building has between 2500 and 4999 sqm of floor space						
Or the site area is up between 2.0 and 4.99 hectares (where you don't know the floorspace)						
20	Up to 1-hour inhouse meeting and written summary	S	D	3,107.50	3,418.25	2,236.67
21	Up to 1-hour onsite meeting and written summary set	S	D	3,130.42	3,443.46	2,684.00
Subsequent follow up advice – if you have: already received advice about a similar development on the same site in the last three months or Received a refusal of planning permission for a similar development on the same site in the last three months.						
22	A subsequent meeting with a planning officer	S	D	2,291.67	2,750.00	2,291.67
<u>Strategic Development (Principal Planner)</u>						
Your new building has 5000 or more sqm of floor space						
The site area is 5 or more hectares (where you don't now the floorspace)						
24	Up to 1-hour inhouse meeting and written summary	S	D	3,520.00	4,224.00	4,222.50
25	Up to 1-hour onsite meeting and written summary	S	D	3,547.50	4,257.00	5,067.00
26	A reduced fee for follow up meetings if you have: already had a meeting in relation to the same site in the last three months or received a refusal of planning permission for a similar development on the same site in the last three months	S	D	2,795.83	3,355.00	4,297.50
<u>Planning Performance Agreement - Separate set of Fees</u>						
BBC can offer a tailored service to developers in regard to the above advice types. These can include meetings with elected members including ward members and members of the Planning Committee. We can negotiate compliance with conditions during the course of construction and through the redevelopment and conversion of listed buildings with the appropriate specialist advisors offering direct and timely contact with Officer's.						
<u>Post-Application Conditions Advice</u>						
Some developments may result in conditions which you may wish to discuss in more detail with the Planning Officer to consider your options. Particularly where there are requirements for particular materials. Officers can advise on the requirements in consultation with specialist advisors where applicable.						
Note: Developers are reminded of the provisions of the NPPF with particular regard to paragraph 130.						
27	Written summary only	S	D	155.83	187.00	160.83
28	Up to 1-hour inhouse meeting and written summary	S	D	258.50	310.20	266.67
29	Up to 1-hour onsite meeting and written summary	S	D	288.75	346.50	320.00
Advice from Officers specialising in the Heritage Assets, Urban Design or Landscaping may also be required and is charged separately.						
<u>Post Application S106 agreement enquires</u>						
For enquires or requests to agree matters within legal agreements						
Per item						
Enformment Notice enquires						
For enquires or requests to ascertain compliance with a notice						

PLANNING COMMITTEE FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025		April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PLANNING POLICY

CHARGING AREA: Design Panel Review

<u>Design Panel Review</u>						
Panel review session, tailored to reflect the proposal	S	D		negotiable		negotiable

Licensing

LICENSING COMMITTEE
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025		April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Street Trading

Static Licence	O	D	1,060.00	1,060.00	1,102.00	1,102.00
Mobile Licence	O	D	N/A	N/A	N/A	N/A
Static Consent	O	D	N/A	N/A	N/A	N/A
Mobile Consent	O	D	636.00	636.00	661.00	661.00
Market Operator weekly Fee	O	D	450.00	450.00	468.00	468.00
Market Operator additional days Fee (per day)	O	D	212.00	212.00	220.00	220.00

Scrap Metal

Site Application - New - 3 years	O	D	540.00	540.00	562.00	562.00
Collector Application - New - 3 years	O	D	318.00	318.00	331.00	331.00
Variation	O	D	106.00	106.00	110.00	110.00
Site Renewal Application - 3 years	O	D	540.00	540.00	562.00	562.00
Collector Renewal Application - 3 years	O	D	267.00	267.00	278.00	278.00

Skin Piercing

Premises Registration	O	D	301.00	301.00	313.00	313.00
Practitioner Registration	O	D	106.00	106.00	110.00	110.00

Animals

** Please note vet costs are in addition to these fees where vet required*

Animal Boarding - Application Fee	O	D	350.00	350.00	364.00	364.00
Animal Boarding - Grant Fee	O	D	116.00	116.00	121.00	121.00
Selling Animals As Pets - Application Fee	O	D	350.00	350.00	364.00	364.00
Selling Animals As Pets - Grant Fee	O	D	116.00	116.00	121.00	121.00
Dog Breeding - Application Fee	O	D	350.00	350.00	364.00	364.00
Dog Breeding - Grant Fee	O	D	116.00	116.00	121.00	121.00
Hiring Out Horses - Application Fee	O	D	350.00	350.00	364.00	364.00
Hiring Out Horses - Grant Fee	O	D	116.00	116.00	121.00	121.00
Keeping Animals for Exhibition - Application Fee	O	D	350.00	350.00	364.00	364.00
Keeping Animals for Exhibition - Grant Fee	O	D	116.00	116.00	121.00	121.00
Combination Of Activities - Application Fee (for each additional activity)	O	D	154.00	154.00	160.00	160.00
Combination Of Activities - Grant Fee (for each additional activity)	O	D	87.00	87.00	90.00	90.00
Variation to licence/re-evaluation or rating	O	D	260.00	260.00	270.00	270.00
Appeal (All Licences)	O	D	159.00	159.00	165.00	165.00
Variation to reduce the licencable activities or number of animals	O	D	98.00	98.00	102.00	102.00
Additional Premises under an arrangers element of a Home Boarding Lic (New)	O	D	74.00	74.00	77.00	77.00
Dangerous Wild Animals - 2 years	O	D	530.00	530.00	551.00	551.00
Zoo Premises New - 6 years	O	D	1,590.00	1,590.00	1,654.00	1,654.00
Zoo Premises Renewal - 4 years	O	D	848.00	848.00	882.00	882.00

Sex Establishment Licensing

Premises Application	O	D	2,470.00	2,470.00	2,569.00	2,569.00
Premises Renewal	O	D	1,685.00	1,685.00	1,752.00	1,752.00
Premises Variation	O	D	562.00	562.00	584.00	584.00

Pavement Permit

Highways Act Application, Pavement Permit, Tables and Chairs 1-2 tables	O	D	303.00	303.00	315.00	315.00
Highways Act Application, Pavement Permit, Tables and Chairs 3-6 tables	O	D	548.00	548.00	570.00	570.00
Highways Act Application, Pavement Permit, Tables and Chairs over 6 tables	O	D	786.00	786.00	817.00	817.00
New Business and Planning Act, Pavement Licence - Tables and Chairs	O	D	100.00	100.00	500.00	500.00
Renewal Business and Planning Act, Pavement Licence - Tables and Chairs	O	D	100.00	100.00	350.00	350.00

Road Closure

Application to close road with 0 - 499 people attending	O	D	233.00	233.00	242.00	242.00
Application to close road with 500 - 1999 people attending	O	D	420.00	420.00	437.00	437.00
Application to close road with 2000+ people attending	O	D	793.00	793.00	825.00	825.00

LICENSING COMMITTEE
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Gambling Act 2005

Bingo Clubs

New Application	O	D	3,500.00	3,500.00	3,500.00	3,500.00
Annual Fee	O	D	1,000.00	1,000.00	1,000.00	1,000.00
CON 29R including LLC1	O	D	1,750.00	1,750.00	1,750.00	1,750.00
Application to Transfer	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O	D	3,500.00	3,500.00	3,500.00	3,500.00
Licence Application (Provisional Statement Holders)	O	D	1,200.00	1,200.00	1,200.00	1,200.00

Betting Premises

New Application	O	D	3,000.00	3,000.00	3,000.00	3,000.00
Annual Fee	O	D	600.00	600.00	600.00	600.00
Application to Vary	O	D	1,500.00	1,500.00	1,500.00	1,500.00
Application to Transfer	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O	D	3,000.00	3,000.00	3,000.00	3,000.00
Licence Application (Provisional Statement Holders)	O	D	1,200.00	1,200.00	1,200.00	1,200.00

Tracks

New Application	O	D	2,500.00	2,500.00	2,500.00	2,500.00
Annual Fee	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Vary	O	D	1,250.00	1,250.00	1,250.00	1,250.00
Application to Transfer	O	D	950.00	950.00	950.00	950.00
Application to Re-instatement	O	D	950.00	950.00	950.00	950.00
Application for Provisional Statement	O	D	2,500.00	2,500.00	2,500.00	2,500.00
Licence Application (Provisional Statement Holders)	O	D	950.00	950.00	950.00	950.00

Family Entertainment Centres

New Application	O	D	2,000.00	2,000.00	2,000.00	2,000.00
Annual Fee	O	D	750.00	750.00	750.00	750.00
Application to Vary	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Transfer	O	D	950.00	950.00	950.00	950.00
Application to Re-instatement	O	D	950.00	950.00	950.00	950.00
Application for Provisional Statement	O	D	2,500.00	2,500.00	2,500.00	2,500.00
Licence Application (Provisional Statement Holders)	O	D	950.00	950.00	950.00	950.00

Adult Gaming Centres

New Application	O	D	2,000.00	2,000.00	2,000.00	2,000.00
Annual Fee	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Vary	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Transfer	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O	D	2,000.00	2,000.00	2,000.00	2,000.00
Licence Application (Provisional Statement Holders)	O	D	1,200.00	1,200.00	1,200.00	1,200.00

Prize Gaming Permit and Family Entertainment Centre Gaming Machine Permit

Permit Application (New)	O	S	300.00	300.00	300.00	300.00
Permit Application (Existing Operator)	O	S	100.00	100.00	100.00	100.00
Renewal of Permit	O	S	300.00	300.00	300.00	300.00
Change of Name on Permit	O	S	25.00	25.00	25.00	25.00
Copy of Permit	O	S	15.00	15.00	15.00	15.00

Club Gaming or Machine Permit

Permit Application (New)	O	S	200.00	200.00	200.00	200.00
Permit Application (Existing Holder)	O	S	100.00	100.00	100.00	100.00
Permit Application (Holder of club premises certificate under Licensing Act 2003)	O	S	100.00	100.00	100.00	100.00
Renewal of Permit	O	S	200.00	200.00	200.00	200.00
Annual Fee for Permit	O	S	50.00	50.00	50.00	50.00
Application to Vary Club Permit	O	S	100.00	100.00	100.00	100.00
Copy of Permit	O	S	15.00	15.00	15.00	15.00

Other

Temporary Use Notice (TUN)	O	S	500.00	500.00	500.00	500.00
Occasional Use Notice (OUN)	O	S	0.00	0.00	0.00	0.00
Copy of Premises Licence	O	D	25.00	25.00	25.00	25.00
Notification of Change of Circumstances for Premises Licence	O	D	50.00	50.00	50.00	50.00
Copy of Notice	O	S	25.00	25.00	25.00	25.00

LICENSING COMMITTEE
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2024-March 2025		CHARGES April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Licensing Act 2003

Premises - Band A (None to £4,300)

Premises Licences - New Application and Variation	O	S	100.00	100.00	100.00	100.00
Premises Licences - Annual Charge	O	S	70.00	70.00	70.00	70.00
CON 29R including LLC1	O	S	100.00	100.00	100.00	100.00
Club Premises Certificates - Annual Charge	O	S	70.00	70.00	70.00	70.00

Premises - Band B (£4,301 to £33,000)

Premises Licences - New Application and Variation	O	S	190.00	190.00	190.00	190.00
Premises Licences - Annual Charge	O	S	180.00	180.00	180.00	180.00
Club Premises Certificates - New Application and Variation	O	S	190.00	190.00	190.00	190.00
Club Premises Certificates - Annual Charge	O	S	180.00	180.00	180.00	180.00

Premises - Band C (£33,001 to £87,000)

Premises Licences - New Application and Variation	O	S	315.00	315.00	315.00	315.00
Premises Licences - Annual Charge	O	S	295.00	295.00	295.00	295.00
Club Premises Certificates - New Application and Variation	O	S	315.00	315.00	315.00	315.00
Club Premises Certificates - Annual Charge	O	S	295.00	295.00	295.00	295.00

Premises - Band D (£87,001 to £125,000)

Premises Licences - New Application and Variation	O	S	450.00	450.00	450.00	450.00
Premises Licences - Annual Charge	O	S	320.00	320.00	320.00	320.00
Club Premises Certificates - New Application and Variation	O	S	450.00	450.00	450.00	450.00
Club Premises Certificates - Annual Charge	O	S	320.00	320.00	320.00	320.00

Premises - Band E (£125,001 plus)

Premises Licences - New Application and Variation	O	S	635.00	635.00	635.00	635.00
Premises Licences - Annual Charge	O	S	350.00	350.00	350.00	350.00
Club Premises Certificates - New Application and Variation	O	S	635.00	635.00	635.00	635.00
Club Premises Certificates - Annual Charge	O	S	350.00	350.00	350.00	350.00

Additional Fees (based on number in attendance at any one time)

Additional Premises Licence Fee:

5,000 to 9,999	O	S	1,000.00	1,000.00	1,000.00	1,000.00
10,000 to 14,999	O	S	2,000.00	2,000.00	2,000.00	2,000.00
15,000 to 19,999	O	S	4,000.00	4,000.00	4,000.00	4,000.00
20,000 to 29,999	O	S	8,000.00	8,000.00	8,000.00	8,000.00
30,000 to 39,999	O	S	16,000.00	16,000.00	16,000.00	16,000.00
40,000 to 49,999	O	S	24,000.00	24,000.00	24,000.00	24,000.00
50,000 to 59,999	O	S	32,000.00	32,000.00	32,000.00	32,000.00
60,000 to 69,999	O	S	40,000.00	40,000.00	40,000.00	40,000.00
70,000 to 79,999	O	S	48,000.00	48,000.00	48,000.00	48,000.00
80,000 to 89,999	O	S	56,000.00	56,000.00	56,000.00	56,000.00
90,000 and over	O	S	64,000.00	64,000.00	64,000.00	64,000.00

Additional Annual Fee Payable (if applicable):

5,000 to 9,999	O	S	500.00	500.00	500.00	500.00
10,000 to 14,999	O	S	1,000.00	1,000.00	1,000.00	1,000.00
15,000 to 19,999	O	S	2,000.00	2,000.00	2,000.00	2,000.00
20,000 to 29,999	O	S	4,000.00	4,000.00	4,000.00	4,000.00
30,000 to 39,999	O	S	8,000.00	8,000.00	8,000.00	8,000.00
40,000 to 49,999	O	S	12,000.00	12,000.00	12,000.00	12,000.00
50,000 to 59,999	O	S	16,000.00	16,000.00	16,000.00	16,000.00
60,000 to 69,999	O	S	20,000.00	20,000.00	20,000.00	20,000.00
70,000 to 79,999	O	S	24,000.00	24,000.00	24,000.00	24,000.00
80,000 to 89,999	O	S	28,000.00	28,000.00	28,000.00	28,000.00
90,000 and over	O	S	32,000.00	32,000.00	32,000.00	32,000.00

LICENSING COMMITTEE
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025		April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Licensing Act 2003 (cont.)

Other Fees

Application for the grant or renewal of a personal licence	O	S	37.00	37.00	37.00	37.00
CON 29R including LLC1	O	S	21.00	21.00	21.00	21.00
Theft, loss etc of premises licence or summary	O	S	10.50	10.50	10.50	10.50
Application for a provisional statement where premises being built etc	O	S	315.00	315.00	315.00	315.00
Notification of change of name or address	O	S	10.50	10.50	10.50	10.50
Application to vary licence to specify individual as premises supervisor	O	S	23.00	23.00	23.00	23.00
Application for transfer of premises licence	O	S	23.00	23.00	23.00	23.00
Interim authority notice following death etc.of licence holder	O	S	23.00	23.00	23.00	23.00
Theft, loss etc.of certificate or summary	O	S	10.50	10.50	10.50	10.50
Notification of change of name or alteration of rules of club	O	S	10.50	10.50	10.50	10.50
Change of relevant registered address of club	O	S	10.50	10.50	10.50	10.50
Theft, loss etc.of temporary event notice	O	S	10.50	10.50	10.50	10.50
Theft, loss etc.of personal licence	O	S	10.50	10.50	10.50	10.50
Duty to notify change of name or address	O	S	10.50	10.50	10.50	10.50
Right of freeholder etc.to be notified of licensing matters	O	S	21.00	21.00	21.00	21.00
Application to vary premises licence at community premises to include alternative licence condition	O	S	23.00	23.00	23.00	23.00
Application for minor variation	O	S	89.00	89.00	89.00	89.00

LICENSING COMMITTEE
FEES & CHARGES SCHEDULE FROM 1 APRIL 2025

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2024-March 2025		April 2025-March 2026	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Taxi

Vehicle Licence - Hackney Carriage

Vehicle Licence - including Plate	O	D	296.00	296.00	344.00	344.00
CON 29R including LLC1	O	D	80.00	80.00	85.00	85.00

Vehicle Licence - Private Hire

Vehicle Licence - including Plate	O	D	274.00	274.00	322.00	322.00
Vehicle Replacement	O	D	80.00	80.00	85.00	85.00

Drivers Licence - Hackney Carriage and Private Hire

Combined Driver New - 1 year (Excludes DBS)	O	D	160.00	160.00	185.00	185.00
Combined Driver Renewal - 1 year (Excludes DBS)	O	D	143.00	143.00	168.00	168.00
Combined Driver New - 3 years (Excludes DBS)	O	D	404.00	404.00	479.00	479.00
Combined Driver Renewal - 3 years (Excludes DBS)	O	D	354.00	354.00	429.00	429.00
Private Hire Driver New - 1 year (Excludes DBS) (New)	O	D	160.00	160.00	185.00	185.00
Private Hire Driver Renewal - 1 year (Excludes DBS) (New)	O	D	143.00	143.00	168.00	168.00
Private Hire Driver New - 3 years (Excludes DBS) (New)	O	D	404.00	404.00	479.00	479.00
Private Hire Driver Renewal - 3 years (Excludes DBS) (New)	O	D	354.00	354.00	429.00	429.00
Hackney Carriage Driver New - 1 year (Excludes DBS) (New)	O	D	160.00	160.00	185.00	185.00
Hackney Carriage Driver Renewal - 1 year (Excludes DBS) (New)	O	D	143.00	143.00	168.00	168.00
Hackney Carriage Driver New - 3 years (Excludes DBS) (New)	O	D	404.00	404.00	479.00	479.00
Hackney Carriage Driver Renewal - 3 years (Excludes DBS) (New)	O	D	354.00	354.00	429.00	429.00
Disclosure and Barring Service (DBS) Check (new to update service)	O	D	52.00	52.00	64.00	64.00
Disclosure and Barring Service (DBS) Check (update service lapsed)	O	D	85.00	85.00	97.00	97.00
Driver and Vehicle Licensing Agency (DVLA) Check outside of an application	O	D	5.00	5.00	6.00	6.00
Re-Test - Knowledge Test	O	D	35.00	35.00	36.00	36.00

Replacements

ID	O	D	6.00	6.00	6.00	6.00
PHV Cards	O	D	6.00	6.00	6.00	6.00
Tariff Cards	O	D	6.00	6.00	6.00	6.00
Replacement Plates	O	D	12.00	12.00	13.00	13.00
Replacement Door Signs (pair)	O	D	15.00	15.00	16.00	16.00
Plate Platforms	O	D	6.00	6.00	7.00	7.00

Private Hire Operators

Single Vehicle Operators Licence - 5 years	O	D	374.00	374.00	374.00	374.00
Operator Licence - 2 to 5 Vehicles - 5 years	O	D	1,248.00	1,248.00	1,248.00	1,248.00
Operator Licence - more than 5 Vehicles - 5 years	O	D	1,547.00	1,547.00	1,547.00	1,547.00
Single Vehicle Operators Licence - 1 year	O	D	105.00	105.00	105.00	105.00
Operator Licence - 2 to 5 Vehicles - 1 year	O	D	305.00	305.00	305.00	305.00
Operator Licence - more than 5 Vehicles - 1 year	O	D	405.00	405.00	405.00	405.00