

SCALE OF FEES AND CHARGES 2018/19

INDEX

TYPE OF FEE/CHARGE	PAGE(S)
ALLOTMENTS	2
BULKY RECYCLING SERVICE	2
BUS DEPARTURE CHARGES	2
CAR PARKS	2 – 4
CEMETERIES	5 – 6
COVENANT CONSENTS	6
CREMATORIUM	6 – 7
CIRCUSES & FAIRS	7
COPYRIGHT MAPPING	7
DATA PROTECTION	7
DOG WARDEN SERVICE	7
ELECTIONS	7 – 8
ENVIRONMENTAL HEALTH	8 – 10
FACILITIES MANAGEMENT	10
GARDEN WASTE RECYCLING (EXTRA)	10
HIRE OF ROOMS (KIDSGROVE)	10 – 11
LAND CHARGES	11
LEISURE CHARGES	11 – 14
LICENCES	15 – 18
MOT	18
MUSEUM & ART GALLERY	18 – 19
NAMING OF STREETS/PROPERTIES	19
PEST CONTROL	19 – 20
PLANNING SERVICES	20 – 21
PRIVATE SECTOR HOUSING	21 – 22
RADAR KEYS	22
REMOVAL OF DOMESTIC ANIMAL CARCASSES	22
SALE OF SANDBAGS	22
STREET TRADING	22
TOWN CENTRE DISPLAYS	22
TREE PRESERVATION ORDERS	22
WASTE & RECYCLING BINS/RECEPTACLES	22

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
ALLOTMENTS				Cabinet	No VAT
Rent (per annum) per square metre <i>Note: 20% concession for Junior/60+/Unemployed</i>	0.40	0.42	0.02		
BULKY RECYCLING (Furniture Mine)				Cabinet	No VAT
1-3 Items non reusable/waste items	35.00	35.00	0.00		
4-6 Items non reusable/waste items	55.00	55.00	0.00		
7-9 Items non reusable/waste items	70.00	70.00	0.00		
Additional items non reusable/waste items	10.00	10.00	0.00		
Reusable items	Free	Free	N/A		
BUS DEPARTURE CHARGES				Cabinet	Plus VAT
Fee per departure	0.20	0.21	0.01		
CAR PARKS					
Charges for Infringements					No VAT
Civic parking enforcement - higher charge	70.00	70.00	0.00		
Civic parking enforcement - lower charge	50.00	50.00	0.00		
Discount for block purchase of permits					
Discount for purchase of 10 or more permits	N/A	10%	NEW		
Discount for purchase of 20 or more permits	N/A	20%	NEW		
Cost per quarterly permit if 100 plus Band A permits purchased (subject to minimum 1 year term)	N/A	170.00	NEW		
Cost per quarterly permit if 100 plus Band C permits purchased (subject to minimum 1 year term)	N/A	110.00	NEW		
Construction permit (max of 1 week permit)					
Initial day rate	N/A	15.00	NEW		
Additional days	N/A	6.00	NEW		
Bankside				Cabinet	VAT Incl.
Season ticket - per quarter	150.00	150.00	0.00		
Each additional permit for the same numbered bay - per quarter	25.00	25.00	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
Blackfriars (Zone C)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	0.00		
Up to 2 hours	1.50	1.50	0.00		
Up to 3 hours	2.00	2.00	0.00		
Up to 4 hours	2.50	2.50	0.00		
Up to 6 hours	3.00	3.00	0.00		
6 hours to 24 hours	3.50	3.50	0.00		
Season ticket - per quarter	150.00	150.00	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
Cherry Orchard (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	0.00		
Up to 2 hours	1.90	1.90	0.00		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Up to 3 hours	2.80	2.80	0.00		
Up to 4 hours	4.00	4.00	0.00		
4 hours to 24 hours	5.20	5.20	0.00		
Season ticket - per quarter	230.00	230.00	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
Civic Offices - Saturdays Only (Zone A)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	0.00		
Up to 2 hours	1.90	1.90	0.00		
Up to 3 hours	2.80	2.80	0.00		
Up to 4 hours	4.00	4.00	0.00		
Corporation Street/Merrial Street (Zone A)				Cabinet	VAT Incl.
Up to 1/2 hour	0.80	0.80	0.00		
Up to 1 hour	1.50	1.50	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
Fogg Street East (Zone A)				Cabinet	VAT Incl.
Season ticket - per quarter	230.00	230.00	0.00		
Each additional permit for the same numbered bay - per quarter	25.00	25.00	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
Goose Street (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	0.00		
Up to 2 hours	1.90	1.90	0.00		
Up to 3 hours	2.80	2.80	0.00		
Up to 4 hours	4.00	4.00	0.00		
4 hours to 24 hours	5.20	5.20	0.00		
Season ticket - per quarter	230.00	230.00	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
Hassell Street (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	0.00		
Up to 2 hours	1.90	1.90	0.00		
Up to 3 hours	2.80	2.80	0.00		
Up to 4 hours	4.00	4.00	0.00		
4 hours to 24 hours	5.20	5.20	0.00		
Season ticket - per quarter	230.00	230.00	0.00		
Resident permit - per quarter	50.00	50.00	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
High Street (Rear of)				Cabinet	VAT Incl.
Season ticket - per quarter	230.00	230.00	0.00		
Each additional permit for the same numbered bay - per quarter	25.00	25.00	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
King Street (Zone C)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	0.00		
Up to 2 hours	1.50	1.50	0.00		

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Up to 3 hours	2.00	2.00	0.00		
Up to 4 hours	2.50	2.50	0.00		
Up to 6 hours	3.00	3.00	0.00		
6 hours to 24 hours	3.50	3.50	0.00		
Season Ticket - per quarter	150.00	150.00	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
Lyme Valley					
Up to 2 hours	N/A	FREE	NEW		
Up to 3 hours	N/A	3.20	NEW		
Up to 4 hours	N/A	4.25	NEW		
4-12 hours	N/A	6.00	NEW		
Midway (Zone A)				Cabinet	VAT Incl.
Up to 1 hour	1.10	1.10	0.00		
Up to 2 hours	2.10	2.10	0.00		
Up to 3 hours	3.20	3.20	0.00		
Up to 4 hours	4.25	4.25	0.00		
Up to 24 hours	6.00	6.00	0.00		
Season ticket - per quarter	230.00	230.00	0.00		
Overnight 8pm to 8am (restricted floors)	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
Ryecroft (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.10	1.10	0.00		
Up to 2 hours	2.10	2.10	0.00		
Up to 3 hours	3.20	3.20	0.00		
Up to 4 hours	4.25	4.25	0.00		
Up to 24 hours	6.00	6.00	0.00		
School Street (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	0.00		
Up to 2 hours	1.90	1.90	0.00		
Up to 3 hours	2.80	2.80	0.00		
Season ticket - per quarter	230.00	230.00	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
Silverdale Road (Zone C)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	0.00		
Up to 2 hours	1.50	1.50	0.00		
Up to 3 hours	2.00	2.00	0.00		
Up to 6 hours	3.00	3.00	0.00		
6 hours to 24 hours	3.50	3.50	0.00		
Season ticket - per quarter	150.00	150.00	0.00		
Resident permit - per quarter	60.00	60.00	0.00		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		
Windsor Street (Zone B)				Cabinet	VAT Incl.
Up to 1 hour	1.00	1.00	0.00		
Up to 2 hours	2.00	2.00	0.00		
Season ticket - after school (30 minutes)	N/A	30.00	NEW		
Overnight 8pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit	60.00	60.00	0.00		

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CEMETERIES							
Interment Fees							
Under 16 years of age	Free	Free	N/A	Cabinet	No VAT		
16 years & over	832.00	857.00	25.00				
Woodland burial - Keele Cemetery (1 full interment only in each grave)	443.00	456.00	13.00				
Cremated remains at 2 feet	364.00	375.00	11.00				
Woodland burial cremated remains at 2 feet - Keele Cemetery (4 interments only in each grave)	364.00	375.00	11.00				
Additional depth for cremated remains over 2 feet	130.00	134.00	4.00				
Additional depth over 6 feet per foot	140.00	144.00	4.00				
Purchase of Graves (includes right to erect memorial for single grave)							
Lawn graves/reservation	1,121.00	1,155.00	34.00			Cabinet	No VAT
Woodland grave/reservation - Keele Cemetery (1 full interment only in each grave plus memorial tree)	826.00	851.00	25.00				
Cremated remains graves/reservation	554.00	571.00	17.00				
Woodland grave cremated remains at 2 feet/reservation - Keele Cemetery (4 interments only in each grave plus memorial shrub)	554.00	571.00	17.00				
Reservation of shrubbery cremated remains grave/reservation - Keele Cemetery (allows for 1 full interment plus shrub)	554.00	571.00	17.00				
Renewal of exclusive right of burial & memorialisation (full grave)	530.00	546.00	16.00				
Renewal of exclusive right of burial & memorialisation (cremated remains grave)	266.00	274.00	8.00				
Transfer of ownership of exclusive rights of burial & memorialisation	87.00	87.00	0.00				
Duplicate deed of exclusive rights of burial & memorialisation	45.00	46.00	1.00				
Erection of Memorials (no prior right given)							
Memorial not exceeding 3 feet in height	136.00	140.00	4.00	Cabinet	No VAT		
Replacement memorial	46.00	47.00	1.00				
Columbarium							
10 year lease including 1st interment	515.00	530.00	15.00	Cabinet	No VAT		
2nd interment	72.00	74.00	2.00				
Renewal of 10 year lease	257.00	265.00	8.00				
Additional 5 year lease	257.00	265.00	8.00				
Use of Chapel & Community Room							
Newcastle cemetery chapel	75.00	77.00	2.00	Cabinet	No VAT		
Keele community room - service	75.00	77.00	2.00				
Keele community room - full day hire	75.00	75.00	0.00				
Keele community room - half day hire	40.00	40.00	0.00				
Keele community room - per hour hire	15.00	15.00	0.00				
Private Maintenance of Grave Non-Lawn Types							
Turfing	45.00	46.00	1.00	Cabinet	No VAT		
Spring/summer planting & maintenance	96.00	96.00	0.00				

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Sundry Items				Cabinet	VAT Incl.
Single abstract information from registrar	64.00	66.00	2.00		
Family history research	20.00	21.00	1.00		
Caskets	77.00	79.00	2.00		
Wooden cross	44.00	45.00	1.00		
Memorial benches	665.00	685.00	20.00		
Memorial benches - maintenance By request (cleaning & staining)	154.00	159.00	5.00		
Memorial trees	340.00	350.00	10.00		
Barrier fob replacements	10.00	10.00	0.00		
COVENANT CONSENTS				Cabinet	No VAT
Covenant consents	120.00	125.00	5.00		
CREMATORIUM					
Cremation Fees				Cabinet	No VAT
Under 16 years of age	Free	Free	N/A		
16 years & over 9.20am service time only	424.00	437.00	13.00		
16 years & over from 10am	625.00	644.00	19.00		
Cremation environmental charge	66.00	68.00	2.00		
Use of TV for DVD photographs or 3-5 minute films	21.00	22.00	1.00		
Burial of remains cremated elsewhere	192.00	198.00	6.00		
Chapel hire - additional use to cremation service	77.00	79.00	2.00		
Urns & Containers				Cabinet	VAT Incl.
Oak casket	77.00	79.00	2.00		
Postage & packaging	Cost	Cost	N/A		
Memorialisation				Cabinet	VAT Incl.
Book of remembrance per line (up to 3 lines)	29.00	30.00	1.00		
Book of remembrance for 4 lines	97.00	100.00	3.00		
Book of remembrance for 5 lines	125.00	129.00	4.00		
Book of remembrance for 6 lines	152.00	157.00	5.00		
Book of remembrance for 7 lines	180.00	185.00	5.00		
Book of remembrance for 8 lines	209.00	215.00	6.00		
Simple floral emblem	84.00	87.00	3.00		
Coat of arms, badges, ornate floral emblem	116.00	120.00	4.00		
Additional lines of inscription for cards/books	29.00	30.00	1.00		
Plaques				Cabinet	VAT Incl.
12" x 4" new plaque & 10 year hire	315.00	325.00	10.00		
Each succeeding 10 year hire	126.00	130.00	4.00		
12" x 8" new plaque & 10 year hire	632.00	651.00	19.00		
Each succeeding 10 year hire	253.00	261.00	8.00		
24" x 8" each succeeding 10 year hire	505.00	520.00	15.00		
Adding to existing plaque per letter or figure	6.00	6.00	0.00		
Regilding existing letters	4.00	4.00	0.00		
Additional Memorials				Cabinet	VAT Incl.
Memorial benches	665.00	685.00	20.00		
Memorial benches maintenance by request (cleaning & staining)	154.00	159.00	5.00		
Memorial vases	309.00	318.00	9.00		
Each succeeding 5 year hire	185.00	191.00	6.00		

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Vases various – small Planters Each succeeding 5 year hire Trees Each succeeding 10 year hire Additional plaques Shrubs (inclusive of aluminium vase) Each succeeding 5 year hire	Various 714.00 290.00 610.00 317.00 77.00 338.00 145.00	Various 735.00 299.00 628.00 327.00 79.00 348.00 149.00	N/A 21.00 9.00 18.00 10.00 2.00 10.00 4.00		
CIRCUSES & FAIRS				Cabinet	No VAT
Hire rate per day of site presence (based on an 8 hour day - 1 day to set up & 1 day to dismantle free of charge) Returnable deposit - cleaning Returnable deposit - damage	600.00 900.00 900.00	620.00 900.00 900.00	20.00 0.00 0.00		
COPYRIGHT MAPPING				Cabinet	No VAT
Up to 4 - A4/A3 1:1250 mapping Up to 4 - A4/A3 1:500 mapping Up to 4 - A4/A3 1:1250 aerial photo	25.00 25.00 45.00	25.00 25.00 45.00	0.00 0.00 0.00		
DATA PROTECTION				Statutory	No VAT
Subject access request	10.00	10.00	0.00		
DOG WARDEN SERVICE				Cabinet	VAT Incl.
Event equipment hire	25% of cost	25% of cost	N/A		
Recovery of Stray Dogs				Cabinet	No VAT
During normal working hours - reclaim fee Daily kennelling fees	70.00 Cost	70.00 Cost	0.00 N/A		
ELECTIONS					
Rule 9(1) Parliamentary Election Regulations & Rule/Reg 9 (1) European Parliamentary Election Regulations - Candidates' Deposits				Statutory	No VAT
Parliamentary election candidate European parliamentary election candidate/party	500.00 5,000.00	500.00 5,000.00	0.00 0.00		
Regulations 48 & 49 Representation of the People Regulations 2001				Statutory	No VAT
Supply of Full Register					
Sale of full register (printed) Plus per 1,000 names or part 1,000 (printed) Sale of full register (data) Plus per 1,000 names or part 1,000 (data) List of overseas electors (printed) Plus per 100 names or part 100 (printed) List of overseas electors (data) Plus per 100 names or part 100 (data)	10.00 5.00 20.00 1.50 10.00 5.00 20.00 1.50	10.00 5.00 20.00 1.50 10.00 5.00 20.00 1.50	0.00 0.00 0.00 0.00 0.00 0.00 0.00 0.00		

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Supply of Edited Register				Statutory	No VAT
Sale of edited register (printed)	10.00	10.00	0.00		
Plus per 1,000 names or part 1,000 (printed)	5.00	5.00	0.00		
Sale of register (data)	20.00	20.00	0.00		
Plus per 1,000 names or part 1,000 (data)	1.50	1.50	0.00		
Regulations 120 Representation of the People Regulations 2001					
Supply of Marked Register				Statutory	No VAT
Supply of marked registers (printed)	10.00	10.00	0.00		
Plus per 1,000 entries or part 1,000	2.00	2.00	0.00		
Supply of marked registers (data)	10.00	10.00	0.00		
Plus per 1,000 entries or part 1,000	1.00	1.00	0.00		
Inspection & Copies of Documents				Statutory	No VAT
Regulation 10 representation of the people regulations 2001 - inspection of candidates expenses	5.00	5.00	0.00		
A4 - copies (black & white)	0.50	0.50	0.00		
Confirmation of residency letter	20.00	20.00	0.00		
ENVIRONMENTAL HEALTH					
Works in default of statutory notice				Cabinet	No VAT
Calculated in accordance with the following formula -					
a) Contractor costs					
b) Officer costs (per hour at actual rate)					
c) Car mileage & subsistence					
d) On costs (b+c) + 25%					
e) Disbursements (e.g. warrant application, postage, printing, cost of invoice etc.)					
Total = a+d+e+ interest on outstanding balance as determined by council at start of financial year	Per Formula	Per Formula			
Commercial Hire of Monitoring equipment				Cabinet	Plus VAT
Salamander Gasclam & user software (per 7 days excl. carriage costs)	230.00	234.00	4.00		
Phocheck PID (per 7 days exc carriage costs)	135.00	138.00	3.00		
GA2000 portable landfill gas analyser (per 7 days excl. carriage costs)	135.00	138.00	3.00		
Bruel & Kjaer Matron 2250 sound level meter, with sound recording & 1/1 & 1/3 octave frequency analysis module & calibration certificate (memory card to be supplied by client)	210.00	214.00	4.00		
Outdoor gear for use with matron 2250 (per 7 days excl. carriage costs)	50.00	51.00	1.00		
Bruel & Kjaer Matron Type 4231 Calibrator with calibration certificate (per 7 days excl. carriage costs)	11.00	11.20	0.20		
Environmental Offences - Fixed Penalty Notices				Statutory	No VAT
Waste receptacles - Section 47ZA(2) (paid in 10 days)	75.00	75.00	0.00		
Waste receptacles - Section 47ZA(2) (paid in 14 days)	100.00	100.00	0.00		
Failure to produce authority (waste transfer notes) - section 5B2	300.00	300.00	0.00		
Failure to furnish documentation (waste carrier licence) - Section 34(2)	300.00	300.00	0.00		
Litter - Section 88(1) (paid in 10 days)	50.00	50.00	0.00		
Litter - Section 88(1) (paid in 14 days)	75.00	75.00	0.00		

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Unauthorised distribution of literature on designated land - Schedule 3A (7)2 (paid in 10 days)	50.00	50.00	0.00		
Unauthorised distribution of literature on designated land - Schedule 3A (7)2 (paid in 14 days)	75.00	75.00	0.00		
Failure to comply with a Community Protection Notice or Public Spaces Protection Order (paid in 10 days)	75.00	75.00	0.00	Cabinet	No VAT
Failure to comply with a Community Protection Notice or Public Spaces Protection Order (paid in 14 days)	100.00	100.00	0.00	Cabinet	No VAT
FPN for abandoned vehicles	200.00	200.00	0.00		
Environmental Protection Act 1990 - Part 1 Pollution Prevention & Control Act 1999 Register of Permits				Cabinet	Plus VAT
Copy of list of applications received	16.00	16.40	0.40		
Copy of a register entry	16.00	16.40	0.40		
Copy of tape/CD recorded interviews	15.00	15.30	0.30		
Environmental Information Regulations 1992 (requests for information), Charge per Hour (ICO guidance)	25.00	25.00	0.00	ICO Guidance	
Noise monitoring service for Registered Social Landlords & Private Landlords for 1 period of up to 7 days & subsequent report & copy of recording	260.00	266.00	6.00		
Noise monitoring service for Aspire Housing for 1 period of up to 7 days & subsequent report & copy of recording	260.00	266.00	6.00		
Environmental Health Licences				Cabinet	No VAT
Pet shop - first licence	285.00	290.00	5.00		
Pet shop - renewal	120.00	122.00	2.00		
Dog breeding establishment - first licence	285.00	290.00	5.00		
Dog breeding establishment - renewal	120.00	122.00	2.00		
Animal boarding establishment - first licence	285.00	290.00	5.00		
Animal boarding establishment - renewal	120.00	122.00	2.00		
Riding establishment - first licence	520.00	530.00	10.00		
Riding establishment - renewal	285.00	290.00	5.00		
Dangerous wild animals - first licence	470.00	480.00	10.00		
Dangerous wild animals - renewal	260.00	265.00	5.00		
Zoo - first licence	On request	On request	N/A		
Zoo - renewal	On request	On request	N/A		
Registration of premises for acupuncture, tattooing, cosmetic piercing, electrolysis & semi-permanent skin colouring	135.00	140.00	5.00		
Registration of each operative	82.50	85.00	2.50		
Additional treatment registration	67.50	70.00	2.50		
Export health certificates	145.00	150.00	5.00		
Charges for Authorised Process - Local Authority Pollution Prevention Control Act				Statutory	No VAT
The scale of charges is set by DEFRA annually after consultation with Local Authorities, representatives of industry and other stakeholders. The scale of charges is designed to cover the regulatory and administrative costs (including visits, administration, advice and time) to the regulator arising from each process. The 2018/19 charges are to be advised by DEFRA in February 2018.				To be advised by DEFRA in February 2018	

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Factual Statements (Food Safety Act, Health & Safety at Work Act, Environmental Protection Act)					
Charge for factual statements - additional time	125.00	130.00	5.00	Cabinet	No VAT
Charge for factual statements - disclosure of documents	65.00	67.50	2.50		
Private Water Supplies				Statutory	No VAT
Risk assessment (per hour, plus mileage)	18.70/ hour + mileage costs	18.70/ hour + mileage costs	N/A		
Sampling	100.00	100.00	0.00		
Investigation	100.00	100.00	0.00		
Authorisation	100.00	100.00	0.00		
Analysis - during Regulation 10	25.00	25.00	0.00		
Analysis - during check monitoring	100.00	100.00	0.00		
Analysis - during audit monitoring	500.00	500.00	0.00		
Swimming Pools				Cabinet	No VAT
Sampling of pool water - per annum	520.00	645.00	125.00		
Sampling of pool water - one sample	55.00	64.50	9.50		
Food Hygiene Rating Scheme				Public Protection	No VAT
Food Hygiene Rating Scheme inspection	N/A	160.00	NEW		
FACILITIES MANAGEMENT					
NULBC delivery of Facilities Management services to Community Centres on full repairing leases and Kidsgrove Town Council. Calculated in accordance with the following formula - a) Contractor costs + b) Officer costs for administration and management + c) Car mileage & subsistence + d) On costs + 3%	N/A	As per formula	NEW		
GARDEN WASTE RECYCLING (EXTRA)				Cabinet	No VAT
Delivery of new additional garden waste bin in addition to sticker	25.00	25.00	0.00		
Sticker for 240 litre bin - (with 6 week winter shut down) if purchased March to June - <i>Online charge</i>	38.00	38.00	0.00		
Sticker for 240 litre bin - (with 6 week winter shut down) if purchased March to June - <i>Non online charge</i>	38.00	40.00	2.00		
HIRE OF ROOMS (KIDSGROVE)				Cabinet	No VAT
Standard rates:					
Room 1 or 5 – per day	15.50	15.50	0.00		
Room 1 or 5 – per half day	8.00	8.00	0.00		
Room 2 per day	25.50	25.50	0.00		
Room 2 per half day	13.00	13.00	0.00		
Local statutory bodies:					
Room 1 per day	13.50	13.50	0.00		
Room 1 per half day	7.00	7.00	0.00		
Room 2 per day	18.50	18.50	0.00		
Room 2 per half day	9.50	9.50	0.00		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Room 5 per day	10.50	10.50	0.00		
Room 5 per half day	5.50	5.50	0.00		
Voluntary & community sector:					
Room 1 per day	7.50	7.50	0.00		
Room 2 per day	9.50	9.50	0.00		
Room 5 per day	5.50	5.50	0.00		
Room 1, 2 or 5 per half day	5.50	5.50	0.00		
LAND CHARGES					
Residential LLC1 – land charges register search only	27.00	29.00	2.00	Cabinet	CON29 – Plus VAT, LLC1 – No VAT
Commercial LLC1 – land charges register search only	71.00	76.00	5.00		
Residential – Con 29R (conveyancer search)	81.00	87.00	6.00		
Commercial – Con 29R (conveyancer search)	212.00	228.00	16.00		
Residential – full standard search (LLC1 & Con 29R)	108.00	116.00	8.00		
Commercial – full standard search (LLC1 & Con 29R)	283.00	304.00	21.00		
Con 290 – (conveyancer optional form) each enquiry	25.00	25.00	0.00		
Each additional enquiry	Cost	Cost	N/A		
Residential – additional parcel of land	54.00	58.00	4.00		
Commercial – additional parcel of land	142.00	152.00	10.00		
LEISURE CHARGES					
Sport & Football Development					
Mini kickers per block	22.00	24.00	2.00	Cabinet	No VAT
Sports Development Activities up to 2 hours	3.00	3.30	0.30		
Jubilee 2 Equipment Resale					
Saleable items	Market value	Market value	N/A	Portfolio Holder	VAT Incl.
Lyme Card Concession Scheme					
Lyme card concession scheme yearly membership	5.00	5.10	0.10	Cabinet	VAT Incl.
Aqua Sauna (includes access to swimming pool)					
Adult - lyme card	10.00	10.20	0.20	Cabinet	VAT Incl.
Concession (18+) - lyme card	7.50	7.65	0.15		
Climbing Uninstructed Pay & Play Entry Fees - (must have lyme card & be registered & have had a competency test)					
Adult - lyme card	4.00	4.40	0.40	Cabinet	VAT Incl.
Concession - lyme card	3.00	3.30	0.30		
Junior - lyme card	2.00	2.20	0.20		
Equipment Hire					
Belay and harness - lyme card	3.00	3.00	0.00	Cabinet	VAT Incl.
Instructed Party Sessions – 90 minutes					
Up to 6 people (> than 6 at multiples of this charge)	45.00	50.00	5.00		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Instructed Courses				Cabinet	No VAT
Junior – 6 x 45 minute sessions	35.00	36.00	1.00		
Adult – 3 x 45 minute sessions	30.00	36.00	6.00		
Gym				Cabinet	VAT Incl.
Pay & Play Entry Fees (must have lyme card & have had an induction)					
Adult – Lyme Card	4.15	4.40	0.25		
Concession – Lyme Card	3.10	3.30	0.20		
Junior – Lyme Card	2.05	2.20	0.15		
(including swim, climbing)					
Active2 membership - 4-17 years - monthly direct debit; inclusive of 1 swimming lesson per week, 1 Born2Move class per week, 1 climbing lesson per week, access to climbing wall and public swimming and gym for over 12's (minimum initial period of 3 months, 1 month notice period, conditions apply)	23.00	23.50	0.50		
Active2 Membership - 4-17 years - 12 month membership for price of 11 months	253.00	258.50	5.50		
ClubLyme Membership Charges Adults (including gym, classes, swim, climbing, aqua sauna, table tennis)				Cabinet	VAT Incl.
Joining fee (includes inductions) (16 years +) (one off fee - includes key)	20.00	20.00	0.00		
Off peak (Monday to Friday 6.30am-5pm & weekends) - 6 month minimum contract - payment monthly by direct debit	23.00	23.50	0.50		
Off peak (Monday to Friday 6.30am-5pm & weekends) - no contract - per month	28.00	28.50	0.50		
Off peak (Monday to Friday 6.30am-5pm & weekends) - 12 month membership for price of 11 months - payable in advance	253.00	258.50	5.50		
Peak (Monday to Friday 6.30am-11pm & weekends) - 6 month minimum contract - payment monthly by direct debit.	30.50	31.00	0.50		
Peak (Monday to Friday 6.30am-11pm & weekends) - no contract - per month	36.00	36.50	0.50		
Peak (Monday to Friday 6.30am-11pm & weekends) - 12 month membership for price of 11 months - payable in advance	335.50	341.00	5.50		
Corporate membership – peak (includes Students)	28.00	28.00	0.00		
Corporate membership - off peak (includes Students)	21.50	21.50	0.00		
Corporate Budget Membership (restricted hours) (including gym, swim, climbing and classes)	10.00	10.00	0.00		
Three day pass (to be used within 10 days from issue)	10.00	10.00	0.00		
Replacement technogym key (new key)	10.00	Market value	N/A		
Technogym key (corporate members)	10.00	Market value	N/A		
Studio Hire				Cabinet	VAT Incl.
Studio 1	25.00	25.50	0.50		
Studio 2	25.00	25.50	0.50		
Multi activity space (both studios)	50.00	51.00	1.00		
Party set up/clean up	12.00	12.25	0.25		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Classes					
Adult - standard	5.50	5.50	0.00		
Adult - lyme card	5.00	5.00	0.00		
Adult - concession scheme	3.80	3.80	0.00		
Adult – off peak	3.80	3.80	0.00		
Junior class - lyme card	2.50	2.50	0.00		
Osteo class - adult only	2.60	3.80	1.20		
Swimming Fees					
Swimming Pay & Play				Cabinet	VAT Incl.
Adult swim - standard	4.50	4.80	0.30		
Adult swim - lyme card	4.15	4.40	0.25		
Adult swim - concession (including student card)	3.10	3.30	0.20		
Junior swim - standard	2.25	2.40	0.15		
Junior swim - lyme card	2.05	2.20	0.15		
Children 3 years & under	Free	Free	N/A		
Spectators - lyme card	Free	Free	N/A		
Swimming Instruction					
Swimming Lessons				Cabinet	No VAT
Adult swimming lesson (30 minutes) - 6 week course	8.00	8.25	0.25		
Junior swimming lesson (30 minutes) - lyme card	5.40	5.50	0.10		
Private Lessons				Cabinet	No VAT
1:1 lesson (per 30 minutes) - lyme card	20.80	21.00	0.20		
Additional person - lyme card	8.35	10.50	2.15		
Pool Courses				Cabinet	No VAT
Rookie lifeguards (per 2 hour session) - lyme card	6.80	7.00	0.20		
Other courses	Market value	Market value	N/A	Portfolio Holder	No VAT
Swimming Pool Hire				Cabinet	VAT Incl.
Teaching Pool Hire	55.00	55.00	0.00		
Main Pool Hire - (8 lane) (per lane per hour)	15.00	15.00	0.00		
Additional staff for pool hire (per staff member)	22.00	22.00	0.00		
Newcastle Amateur Swimming Club - per lane	Negotiable	Negotiable	N/A	Portfolio Holder	No VAT
Shelton Therapy Club 60 minute	55.00	55.00	0.00		No VAT
Octopush - 90 minute session	Negotiable	Negotiable	N/A	Portfolio Holder	No VAT
Set up fee - galas	22.00	22.00	0.00		
Time equipment hire - galas	22.00	22.00	0.00		
Entrust school swimming per half hour per school	N/A	30.00	NEW		
Bowls				Cabinet	VAT Incl.
Adult	4.00	4.10	0.10		
Junior/60+	2.00	2.05	0.05		
Summer season ticket - adult	57.00	58.50	1.50		
Summer season ticket - junior/60_/unemployed	37.50	38.50	1.00		
Joint with Stoke-on-Trent City Council	74.00	76.00	2.00		
Winter season ticket	14.00	14.40	0.40		
Summer/winter season ticket - adult	67.00	69.00	2.00		
Summer/winter season ticket - junior/60+/unemployed	47.00	48.50	1.50		
Merit competition per player - per hour	7.50	7.75	0.25		
Greenage fees for pre-booking (plus playing fee per person)	9.30	9.50	0.20		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Tennis Class A (Westlands, Wolstanton)				Cabinet	VAT Incl.
Adult 30 minutes (per person)	2.50	2.55	0.05		
Adult 1 hour (per person)	4.50	4.65	0.15		
Adult 1 hour (group ticket 4 persons)	14.00	14.25	0.25		
Family ticket 1 hour (up to 4 adults & or 4 children with 2 adults)	8.50	8.75	0.25		
Family ticket 1 hour (1/2 adults & 2/3 children)	5.50	5.65	0.15		
Junior/60+/unemployed 30 minutes (per person)	1.00	1.00	0.00		
Junior/60+/unemployed 1 hour (per person)	2.00	2.05	0.05		
Junior/60+/unemployed 1 hour (group ticket 4 persons)	6.00	6.10	0.10		
Annual tickets - adult (per person)	95.00	98.00	3.00		
Annual tickets - junior/60+/unemployed (per person)	69.00	71.00	2.00		
Monthly ticket - adult (per person)	26.00	26.50	0.50		
Monthly ticket - junior/60+/unemployed (per person)	20.00	20.50	0.50		
Summer ticket (August only) - junior (per person)	15.00	15.25	0.25		
Tennis Class B (Chesterton, Silverdale, Birchenwood, Bradwell, Clough Hall)	Free	Free	N/A		
Football (alternate weekly use per season)				Cabinet	No VAT
Birchenwood	757.50	780.00	22.50		
Wye Road/Black Bank/Clough Hall	667.00	686.50	19.50		
Wolstanton Marsh Pavilion	525.00	540.00	15.00		
All other pitches	364.00	374.50	10.50		
Junior pitch	60% of fee	60% of fee	N/A		
Mini soccer pitch (unmarked)	212.00	218.00	6.00		
Mini soccer pitch (marked)	298.00	306.50	8.50		
Rugby (alternate weekly use per season)				Cabinet	No VAT
Bathpool	737.50	759.00	21.50		
Lyme Valley	394.00	405.00	11.00		
Rugby (casual use per match)				Cabinet	VAT Incl.
Roe Lane/Bathpool	86.00	88.50	2.50		
Concessionary Licences				Cabinet	No VAT
Brampton Park ice cream sales	717.50	738.00	20.50		
Brampton Park use of bouncy castle	717.50	738.00	20.50		
4 Large Parks Northern part of Borough – ice cream	615.00	633.00	18.00		
4 Large Parks Southern part of Borough – ice cream	615.00	633.00	18.00		
Community Events				Cabinet	Plus VAT
Wedding Photos within a park setting	40.00	41.00	1.00		
Advertising within parks	10.00 to 5125.00	10.00 to 5125.00	N/A		
Hire of display boards (delivery, set up & collection)	30.00	31.00	1.00		
Booking large events - more than 6 months planning	160.00	165.00	5.00		
Booking medium events - more than 6 months planning (firework displays, carnivals etc.)	80.00	82.00	2.00		
Booking small events - more than 6 months planning (competitions, fun days, picnics etc.)	30.00	31.00	1.00		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
LICENCES					
General					No VAT
Sex establishments - application fee	3,000.00	3,000.00	0.00		
Sex establishments - Renewal	3,000.00	3,000.00	0.00		
Sex establishments - variation	1,000.00	1,000.00	0.00	Licensing Committee	
Sex establishments - transfer	1,000.00	1,000.00	0.00		
Scrap metal dealer site licence	255.00	265.00	10.00		
Scrap metal dealer collectors licence	204.00	210.00	6.00		
Gambling Act 2005					No VAT
Lotteries - application fee	40.00	40.00	0.00		
Lotteries - annual fee	20.00	20.00	0.00	Statutory fees - Licensing Committee	
Bingo - application fee	3,500.00	3,500.00	0.00		
Bingo - annual fee	1,000.00	1,000.00	0.00		
Bingo - application to vary	1,750.00	1,750.00	0.00		
Bingo – application for transfer	1,200.00	1,200.00	0.00		
Track betting - application fee	2,500.00	2,500.00	0.00		
Track betting - annual fee	1,000.00	1,000.00	0.00		
Track betting - application to vary	1,250.00	1,250.00	0.00		
Track betting - application to transfer	920.00	920.00	0.00		
Club machine permit - application fee	200.00	200.00	0.00		
Club machine permit - renewal fee	200.00	200.00	0.00		
Club machine permit - annual fee	50.00	50.00	0.00		
Betting premises - application fee	3,000.00	3,000.00	0.00		
Betting premises - annual fee	600.00	600.00	0.00		
Betting premises - application to vary	1,500.00	1,500.00	0.00		
Betting premises - application to transfer	1,200.00	1,200.00	0.00		
Family entertainment centre - application fee	2,000.00	2,000.00	0.00		
Family entertainment centre - annual fee	750.00	750.00	0.00		
Family entertainment centre - application to vary	1,000.00	1,000.00	0.00		
Family entertainment centre - application to transfer	950.00	950.00	0.00		
Adult gaming centre - application fee	2,000.00	2,000.00	0.00		
Adult gaming centre - annual fee	1,000.00	1,000.00	0.00		
Adult gaming centre - application to vary	1,000.00	1,000.00	0.00		
Adult gaming centre - application to transfer	1,200.00	1,200.00	0.00		
Copy of any of the above licences (lost, stolen, damaged)	25.00	25.00	0.00		
Notice of Intention – 2 or less gaming machines	50.00	50.00	0.00		
Licensed Premises Gaming Machine Permits – more than 2 machines	150.00	150.00	0.00		
Licensed Premises Gaming Machine Permits – more than 2 machines – Variation	100.00	100.00	0.00		
Licensed Premises Gaming Machine Permits – more than 2 machines – Transfer	25.00	25.00	0.00		
Licensed Premises Gaming Machine Permits – more than 2 machines – Annual Fee	50.00	50.00	0.00		
Licensed Premises Gaming Machine Permits – more than 2 machines – Change of Name	25.00	25.00	0.00		
Licensed Premises Gaming Machine Permits – more than 2 machines – Copy (lost, stolen, damaged)	15.00	15.00	0.00		
Club Gaming/Club Machine Permits – New/Renew	200.00	200.00	0.00		
Club Gaming/Club Machine Permits for holders of Club Premises Certificates (under LA03) – New/ Renew	100.00	100.00	0.00		
Club Gaming/Club Machine Permit – Annual Fee	50.00	50.00	0.00		
Club Gaming/Club Machine Permit – Variation	100.00	100.00	0.00		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Club Gaming/Club Machine Permit – Copy	15.00	15.00	0.00		
Unlicensed family entertainment centre – 10 years	300.00	300.00	0.00		
Prize Gaming Permit – New/Renewal	300.00	300.00	0.00		
Prize Gaming Permit – Change of Name	25.00	25.00	0.00		
Prize Gaming Permit – Copy (lost, stolen, damaged)	15.00	15.00	0.00		
Temporary Use Notice (TUN)	125.00	125.00	0.00		
Casino Small – New application	6,000.00	6,000.00	0.00		
Casino Small – Annual Fee	3,000.00	3,000.00	0.00		
Casino Small - Variation	2,000.00	2,000.00	0.00		
Casino Small – Application for Transfer	1,300.00	1,300.00	0.00		
Private Hire/Hackney Carriage (subject to consultation)					
OPERATORS				Public Protection	No VAT
Private hire operators 5 year licence					
1 vehicle	175.00	180.00	5.00		
2-5 vehicles	350.00	365.00	15.00		
6-15 vehicles	615.00	640.00	25.00		
16-25 vehicles	1,650.00	1,710.00	60.00		
26-35 vehicles	2,655.00	2,750.00	95.00		
36-50 vehicles	3,675.00	3,810.00	135.00		
Additional vehicle after 50 vehicles	22.00	23.00	1.00		
DRIVERS					
Dual Driver Badge - 3 years	230.00	240.00	10.00		
Change of address	N/A	20.00	NEW		
Replacement badge	15.00	16.00	1.00		
Reissue/replacement badge (with amended details)	N/A	35.00	NEW		
DBS (CRB check)	44.00	44.00	0.00		
DBS (CRB check) online	N/A	58.00	NEW		
Safeguarding training	N/A	35.00	NEW		
Exemption certificates	N/A	25.00	NEW		
Knowledge test	N/A	45.00	NEW		
VEHICLES					
Hackney carriage - vehicles	295.00	310.00	15.00		
Private hire – vehicles	290.00	305.00	15.00		
Transfer of vehicle	40.00	45.00	5.00		
Change of vehicle registration	N/A	45.00	NEW		
Failure to attend for vehicle test	105.00	110.00	5.00		
Retest	38.00	40.00	2.00		
Replacement plate carrier – front	N/A	10.00	NEW		
Replacement plate carrier – rear	N/A	15.00	NEW		
Replacement vehicle plate - front	N/A	10.00	NEW		
Replacement vehicle plate - rear	N/A	15.00	NEW		
Replacement vehicle sticker signage	N/A	3.00	NEW		
Copy of paper part of licence	10.50	11.00	0.50		
Exception Vehicle Test	67.50	70.00	2.50		
6 Monthly Test following an Exception Test	115.00	120.00	5.00		
Licensing Act 2003 - New Application				Statutory	No VAT
Premise licence, band A (rateable value of up to £4,300)	100.00	100.00	0.00		
Premise licence, band B (rateable value of £4,301 to £33,000)	190.00	190.00	0.00		
Premise licence, band C (rateable value of £33,001 to £87,000)	315.00	315.00	0.00		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Premise licence, band D (rateable value of £87,001 to £125,000)	450.00	450.00	0.00		
Premise licence, band E (rateable value of >£125,001)	635.00	635.00	0.00		
Additional fee (5,000 to 9,999 patrons)	1,000.00	1,000.00	0.00		
Additional fee (10,000 to 14,999 patrons)	2,000.00	2,000.00	0.00		
Additional fee (15,000 to 19,999 patrons)	4,000.00	4,000.00	0.00		
Additional fee (20,000 to 29,999 patrons)	8,000.00	8,000.00	0.00		
Additional fee (30,000 to 39,999 patrons)	16,000.00	16,000.00	0.00		
Additional fee (40,000 to 49,999 patrons)	24,000.00	24,000.00	0.00		
Additional fee (50,000 to 59,999 patrons)	32,000.00	32,000.00	0.00		
Additional fee (60,000 to 69,999 patrons)	40,000.00	40,000.00	0.00		
Additional fee (70,000 to 79,999 patrons)	48,000.00	48,000.00	0.00		
Additional fee (80,000 to 89,999 patrons)	56,000.00	56,000.00	0.00		
Additional fee (90,000 patrons & above)	64,000.00	64,000.00	0.00		
Licensing Act 2003 - Annual Fee				Statutory	No VAT
Premise licence, band A (rateable value of up to £4,300)	70.00	70.00	0.00		
Premise licence, band B (rateable value of £4,301 to £33,000)	180.00	180.00	0.00		
Premise licence, band C (rateable value of £33,001 to £87,000)	295.00	295.00	0.00		
Premise licence, band D (rateable value of £87,001 to £125,000)	320.00	320.00	0.00		
Premise licence, band E (rateable value of £125,001 & above)	350.00	350.00	0.00		
Additional fee (5,000 to 9,999 patrons)	500.00	500.00	0.00		
Additional fee (10,000 to 14,999 patrons)	1,000.00	1,000.00	0.00		
Additional fee (15,000 to 19,999 patrons)	2,000.00	2,000.00	0.00		
Additional fee (20,000 to 29,999 patrons)	4,000.00	4,000.00	0.00		
Additional fee (30,000 to 39,999 patrons)	8,000.00	8,000.00	0.00		
Additional fee (40,000 to 49,999 patrons)	12,000.00	12,000.00	0.00		
Additional fee (50,000 to 59,999 patrons)	16,000.00	16,000.00	0.00		
Additional fee (60,000 to 69,999 patrons)	20,000.00	20,000.00	0.00		
Additional fee (70,000 to 79,999 patrons)	24,000.00	24,000.00	0.00		
Additional fee (80,000 to 89,999 patrons)	28,000.00	28,000.00	0.00		
Additional fee (90,000 patrons & above)	32,000.00	32,000.00	0.00		
Licensing Act 2003 - Miscellaneous Fees (Application or Notice)				Statutory	No VAT
Section 25 (theft, loss, etc. of premises licence or summary)	10.50	10.50	0.00		
Section 29 (application for a provisional statement)	315.00	315.00	0.00		
Section 33 (notification of change of name or address)	10.50	10.50	0.00		
Section 37 (application to vary licence to specify individual as premises supervisor)	23.00	23.00	0.00		
Section 42 (application for transfer of premises licence)	23.00	23.00	0.00		
Section 47 (interim authority notice following death of licence holder)	23.00	23.00	0.00		
Section 79 (theft, loss etc. of certificate or summary)	10.50	10.50	0.00		
Section 82 (notification of change of name or alteration of rules of club)	10.50	10.50	0.00		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Licensing Act 2003 - Miscellaneous Fees (Application or Notice)					
Section 83 (1) or (2) (change of relevant registered address of club)	10.50	10.50	0.00	Statutory	No VAT
Section 100 (temporary event notice)	21.00	21.00	0.00		
Section 110 (theft, loss of temporary event notice)	10.50	10.50	0.00		
Section 117 (application for, or renewal of personal licence)	37.00	37.00	0.00		
Section 126 (theft, loss of personal licence)	10.50	10.50	0.00		
Section 127 (duty to notify change of name/address)	10.50	10.50	0.00		
Section 110 (theft or loss of temporary event notice)	10.50	10.50	0.00		
Section 126 (theft or loss of personal licence)	10.50	10.50	0.00		
Section 127 (duty to notify change of name/address)	10.50	10.50	0.00		
Section 178 (right of freeholder etc.)	21.00	21.00	0.00		
Minor Variation	89.00	89.00	0.00		
Removal of DPS at community premises	23.00	23.00	0.00		
MOT					
MOT - car	42.50	43.50	1.00	Cabinet	No VAT
MOT - car (for discounted partner incl. Lyme card)	37.50	38.50	1.00		
MOT - class 7 (up to 3.5 tonnes)	50.00	55.00	5.00		
Retest	13.50	15.00	1.50		
MUSEUM & ART GALLERY					
Reproduction prints of items in collection	N/A	N/A	N/A	Per Staffs Pasttrack	VAT Incl.
Other prints not on www.staffordshire.org.uk	Cost +100%	Cost +100%	N/A		
Photocopies (black & white)	0.50	0.60	0.10	Max charge	Plus VAT No VAT
Photocopies (colour)	1.50	2.00	0.50		
A4 - scanned images	5.00	5.00	0.00		
CD Rom - image/emailed image (per image)	14.00	15.00	1.00		
Subsequent images each	4.00	4.25	0.25		
Community publication	13.00	13.50	0.50		
Additional	5.00	5.25	0.25		
Commercial publication	45.00	46.00	1.00		
Additional	12.50	13.00	0.50		
Regional TV, film & video - per item	75.00	77.00	2.00		
UK network TV - per item	95.00	97.00	2.00		
Overseas TV - per item	190.00	195.00	5.00		
Commission of picture sales from exhibitions	30% of price	30% of price	N/A		
Education session per pupil - half day	3.00	3.10	0.10		
Education session per pupil - full day	5.00	5.25	0.25		
Education session (Romans) per pupil	6.50	6.75	0.25		
Education sessions - minimum charge half day (20 pupils or fewer)	50.00	50.00	0.00		
Education sessions - minimum charge full day (20 pupils or fewer)	95.00	95.00	0.00		
Holiday activities per child	4.00	4.50	0.50		
Adult history courses - 8 weeks	N/A	62.00	NEW		
Adult history courses - 8 weeks - concession	N/A	58.00	NEW		
Adult object handling/reminiscence sessions per hour	25.00	25.50	0.50		
Outreach fee	25.00	25.50	0.50		
Outreach education – schools per session	60.00	62.00	2.00		
Hire of meeting room - half day	25.00	26.00	1.00		
Hire of meeting room - half day - community/charity	18.00	19.00	1.00		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Hire of meeting room - full day	45.00	46.00	1.00		No VAT
Hire of meeting room - full day - community/charity	32.00	33.00	1.00		No VAT
Refreshment Charges - tea/coffee & biscuits per head	1.50	1.60	0.10		
Education item loan	10.00	11.00	1.00		No VAT
Saleable items	Market value	RRP	N/A		
Open art registration - per item	4.00	4.00	0.00		
Open art registration - three items	10.50	10.50	0.00		
Open art registration - per item concession	3.50	3.50	0.00		
Open art registration - three items concession	9.00	9.00	0.00		
Event Fees				Cabinet	VAT Incl.
Craft fairs per table - per day	15.00	15.50	0.50		
Hall gallery weekly charge (non-Newcastle artists/organisations)	10.00	11.00	1.00		
Winter wonders - adult sessions (max. of 12 persons)	35.00	36.00	1.00		
Visit to Father Christmas	4.00	4.50	0.50		
NAMING/NUMBERING OF STREETS/PROPERTIES					
New or Redevelopment				Cabinet	No VAT
Charge for naming of a street	175.00	178.50	3.50		
Charge for naming of a commercial building	90.00	92.00	2.00		
Single residential property on existing street	120.00	122.00	2.00		
Number/name 2-9 properties (includes first property)	175.00	178.00	3.00		
Plus - per plot	60.00	61.00	1.00		
Number/name 10 plus properties (includes first property)	N/A	178.00	NEW		
Plus - per plot	N/A	48.50	NEW		
Change to layout after notification	230.00	235.00	5.00		
Plus - per plot	30.00	31.00	1.00		
Existing Properties/Streets				Cabinet	No VAT
Adding or alteration of a house/building name	60.00	61.00	1.00		
Renaming of a street	On request	On request	N/A		
House or building renumbering (including sub division to flats)	230.00	234.00	4.00		
Confirmation of postal address	35.00	36.00	1.00		
Requests not included in above fees per hour	37.50	38.25	0.75		
Road closure	N/A	20.00	NEW		
PEST CONTROL				Cabinet	VAT Incl.
Treatment of rats (domestic) - prepayment (up to 4 visits)	45.00	46.00	1.00		
Treatment of rats (domestic) - payment by invoice (up to 4 visits)	65.00	66.00	1.00	Cabinet	
Treatment of mice (domestic) – prepayment (up to 3 visits)	45.00	46.00	1.00		
Treatment of mice (domestic) – payment by invoice (up to 3 visits)	65.00	66.00	1.00		
Treatment of pests of public health significance (domestic) e.g. bed bugs – prepayment	70.00	71.50	1.50		
Treatment of pests of public health significance (domestic) e.g. bed bugs & cockroaches – payment by invoice	90.00	91.50	1.50		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Insect control treatments (domestic) including wasps, ants & fleas - prepayment	70.00	71.50	1.50		
Insect control treatments (domestic) including wasps, ants & fleas - payment by invoice	90.00	91.50	1.50		
3 treatment scheme (3 for 2 offer) – prepayment	140.00	143.00	3.00		
3 treatment scheme (3 for 2 offer) – payment by invoice	160.00	163.00	3.00		
Ants – prepayment	40.00	40.00	0.00		
Ants – payment by invoice	60.00	60.00	0.00		
Pest control commercial (other) - first hour	90.00	95.00	5.00		
Pest control commercial (other) - per 1/4 extra hour	22.00	25.00	3.00		
Mole & Rabbit control (per treatment course, max 3 visits) - prepayment	170.00	175.00	5.00		
Mole & Rabbit control (per treatment course, max 3 visits) - payment by invoice	190.00	195.00	5.00		
Squirrel control - prepayment (up to 4 visits)	110.00	112.00	2.00		
Squirrel control - payment by invoice (up to 4 visits)	130.00	132.00	2.00		
Telephone Advice (prepayment only)	N/A	10.00	NEW		
Advice Visit (no treatment) - prepayment	45.00	46.00	1.00		
Advice Visit (no treatment) - payment by invoice	65.00	66.00	1.00		
Fixed term pest control treatment agreements (commercial premises)	On request	On request	N/A		
Works in default (Prevention of Damage by Pests Act 1949) first hour (invoiced)	As per formulae for works in default	As per formulae for works in default	N/A		
Works in default (Prevention of Damage by Pests Act 1949) per additional 1/4 hour (invoiced)			N/A		
PLANNING SERVICES					
Postage & packaging	0.80	0.85	0.05		
<i>Copies up to £1 are free of charge</i>					
Paper copies of planning/building control decisions & documents - per sheet (A4 black & white)	0.16	0.17	0.01		
Paper copies of planning/building control decisions & documents - per sheet (A3 black & white)	0.27	0.28	0.01		
Paper copies of plans - planning files - per sheet (A4 black & white)	0.16	0.17	0.01		
Paper copies of plans - planning files - per sheet (A3 black & white)	0.31	0.32	0.01		
Paper colour copies of an A4 sheet of planning/building control decision, planning documents or plan	0.36	0.37	0.01		
Paper colour copies of an A3 sheet of decision, planning documents or plan	0.62	0.64	0.02		
Scanned copies of documents - charge per hour of scanning (where legal to charge)	32.60	33.30	0.70		
Paper copies of plans - planning files - each plan (A2)	2.10	2.15	0.05		
Paper copies of plans - planning files - each plan (A1)	3.10	3.20	0.10		
Paper copies of plans - planning files - each plan (A0)	4.10	4.20	0.10		
Weekly lists - statutory consultees	Free	Free	N/A		
Requests for site information – commercial per hour	70.00	71.40	1.40		
Requests for site information - individuals	Cost	Cost	N/A		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Pre Planning Application Advice				Cabinet	VAT Incl.
Large Scale Major Developments (residential developments over 200 dwellings or where number not known, a site area of 4 ha or more. Non-residential developments over 10,000m2 of floor space or where floor space not known, a site area of 2ha or more)	555.00	567.00	12.00		
Small Scale Major Developments (residential developments of between 10 & 200 dwellings or where number not known, a site area of between 0.5ha & 4 ha. Non-residential developments of between 1000m2 & 10,000m2 of floor space or where floor space not known, a site area of between 1ha & 2ha)	275.00	281.00	6.00		
1 dwelling	80.00	82.00	2.00		
Minor Developments (residential developments of between 2 & 9 dwellings or where number not known, a site area of less than 0.5ha. Non-residential developments of under 1000m2 of floor space or where floor space not known, a site area of less than 1ha)	125.00	128.00	3.00		
Householder Development.					
Half hour appointment	20.00	21.00	1.00		
Appointment in excess of 30 minutes	30.00	31.00	1.00		
Other Development (excluding householder development but including changes of use, advertisements, prior approval proposals & listed building proposals)	45.00	46.00	1.00		
Planning Application Fees				Statutory	No VAT
Owing to the complexity of the fee structure, it is not shown here. Details of Fees payable may be obtained from the Council's Planning Section. Alternatively the fee calculator available at the Planning Portal website can be used to determine the fees payable in respect of individual applications.					
Building Control fees (North Staffs Building Control Partnership)	Per Board	Per Board	N/A	Partnership Board	No VAT
Planning & development briefs (as & when prepared)	Free	Free	N/A		
Core spatial strategy	32.00	33.00	1.00		
Local development framework proposals map - north or south	5.60	6.00	0.40		
Local development framework proposals map - north & south	10.70	11.00	0.30		
Strategic housing land availability assessment (SHLAA)	32.00	33.00	1.00		
PRIVATE SECTOR HOUSING				Cabinet	No VAT
Houses in multiple occupation licence fee	575.00	586.50	11.50		
Each additional bedroom	7.50	7.65	0.15		
Renewal of houses in multiple occupation licence	425.00	433.50	8.50		
Immigration Inspections	120.00	122.40	2.40		
Provision of accommodation for homeless households	Cost	Cost	N/A		
Production of plans for Disabled Facility Grants	350.00	357.00	7.00		

	Fee/ Charge 2017/18 £.p	Fee/ Charge 2018/19 £.p	Increase/ Decrease £.p	Committee Approval/ Comments	VAT Status
Charges for work in default notices to remedy Housing Health & Safety issues				Cabinet	No VAT
Officer time (per hour)	34.37	Cost	N/A		
Travelling costs (per mile)	0.66	Cost	N/A		
Management costs (per hour)	50.22	Cost	N/A		
Land registry fee	Cost	Cost	N/A		
Inspection by qualified electrician or gas engineers	Cost	Cost	N/A		
Recorded delivery	Cost	Cost	N/A		
Other costs (stated as per individual case)	Cost	Cost	N/A		
Administration fee (to cover service recharges)	0.12	0.12	0.00		
RADAR KEYS					
Cost of providing keys for disabled toilets	3.00	3.00	0.00	Cabinet	No VAT
REMOVAL OF DOMESTIC ANIMAL CARCASSES				Cabinet	VAT Incl.
Removal of domestic animal carcasses	35.00	36.00	1.00		
SALE OF SANDBAGS				Cabinet	VAT Incl.
5 sand bags	35.00	36.00	1.00		
10 sand bags	40.00	41.00	1.00		
15 sand bags	45.00	47.00	2.00		
20 sand bags	50.00	52.00	2.00		
STREET TRADING				Cabinet	No VAT
Newcastle Town Centre (daily)	25.00	26.00	1.00		
Consent trading (daily, electricity)	4.00	4.00	0.00		
Eastbound layby A500 (per annum)	9,200.00	9,400.00	200.00		
Northbound layby A500 (per annum)	9,200.00	9,400.00	200.00		
TOWN CENTRE DISPLAYS				Cabinet	No VAT
Local promotions (minimum charge)	25.00	26.00	1.00		
Charity & local community groups	NEW	5.00	N/A		
National promotions (minimum charge)	75.00	75.00	0.00		
TREE PRESERVATION ORDERS				Cabinet	No VAT
Single copy of a tree preservation order	31.00	31.00	0.00		
WASTE & RECYCLING BINS/RECEPTACLES				Cabinet	No VAT
Bins/receptacles per property on new developments (to be paid by the developer)	NEW	60.00	N/A		