

FEEES AND CHARGES

2019/2020



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Corporate Improvement Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



	Basis of charge	VAT	01.04.19 £ - p	Notes
<u>HUMAN RESOURCES</u>				
Charge to a third party (i.e. publicity materials) to attach information to the payslips	Per issue	S	214.44	
Charge to organisations (i.e. insurance companies / solicitors) for salary information for employees in respect of third party claims	Per issue	ZR	188.00	

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Fees and Charges 2019/2020



	Basis of charge	VAT	01.04.19 £ - p	Notes
<u>LEGAL FEES</u>				
<u>Disposals</u>				
Freehold	Each	*	404.00	
Long Leases	Each	*	519.00	
<u>New Leases</u>				
Starter Units	Each	E	401.00	
Town Centre Shops	Each	E	578.00	
Other Shops	Each	E	578.00	
Other Premises	Each	E	578.00	
Land	Each	*	578.00	
Renewals of Leases	Each	E	384.00	
<u>Miscellaneous</u>				
Licences to Occupy	Each	E	384.00	
Right of Way Easements and Deeds of Grant	As stated	E	322.00	
Licences to Assign	Each	E	408.00	
Licences to alter premises	Each	E	408.00	
Licences to underlet	Each	E	408.00	
Deed of Assignment	Each	E	535.00	
Deed of Consent	Each	E	322.00	
Deed of Variation	Each	E	322.00	
Deed of Release	Each	E	218.00	
Preparation of Agreement with Housing Associations covering the connection of private dwellings to the Central Community Alarm System	As stated	E	123.00	
Authorised Guarantee Agreements	Each	E	295.00	

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Corporate Improvement Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



	Basis of charge	VAT	01.04.19 £ - p	Notes
LEGAL FEES				
<u>continued...</u>				
Letter of Postponement	Each	NB	80.00	
Agreements made in accordance with Section 106 of the Town & Country Planning Act 1990:-	Each	S	875.00	
New Agreement	Each	S	875.00	
Deed of Variation	Each	S	525.00	
Householder Application	Each	S	350.00	
Checking Unilateral Undertaking	Each	S	350.00	
Agreements made in respect of Open Spaces under various legislation	Each	NB	448.00	
Road Closure orders:				
Temporary	As stated	S	300.00	
Grant of consent under Right to Buy transfer / lease	As stated	NB	108.00	
Formal Documents:				
Photocopying of Document	As stated	S	12 per sheet	
Compulsory Purchase on behalf of Private Persons	As stated	S	Negotiated price	
Responding to Leaseholder Sale Enquiries	As stated	S	202.00	
Legal Information and Confirmation	Per question	NB	55.00	
Initial deposits on the sale of land to private self-builders or developers	As stated	E	600.00	

VAT

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Fees and Charges 2019/2020



	Basis of charge	VAT	01.04.19 £ - p	Notes
<u>LEGAL FEES</u>				
<u>continued...</u>				
<u>Type of Licence</u>				
Use of Council's land to gain pedestrian access to private dwelling, garage, etc.	Each	NB	22.00	
Use of Council's land to gain vehicular access to private dwelling, garage, etc.	Each	NB	99.00	
Use of the Council's land abutting the highway for the purpose of cultivation	Each	NB	7.00	
Use of other Council land for the purpose of cultivation	Each	NB	23.00	
Use of Council land incorporated into private gardens at the Council's suggestion for the purposes of cultivation	Each	NB	7.00	
Use of the Council's land for the erection of a private garage and / or other outbuilding	Each	NB	61.00	
Use of the Council's land for the siting of a garage and vehicular access to the garage site.	Each	NB	148.00	
Use of the Council's land for other miscellaneous purposes.	Each	NB	*	
<u>Miscellaneous</u>				

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Fees and Charges 2019/2020



	Basis of charge	VAT	01.04.19 £ - p	Notes
<u>LOCAL LAND CHARGES</u>				
<u>Standard Search</u>				
Certificate of Register Fee - LLC1				
Individual Residential Properties	As stated	NB	31.16	
Industrial and Commercial Properties	As stated	NB	48.16	
Standard Enquiry Fee - CON29R				
Individual Residential Properties	As stated	S	70.20	
Industrial and Commercial Properties	As stated	S	141.60	
<u>Full Search - LLC1 and CON29R</u>				
Individual Residential Properties	As stated		101.36	
LLC1		NB	31.16	
CON29		S	70.20	
Industrial and Commercial Properties	As stated		189.76	
LLC1		NB	48.16	
CON29		S	141.60	
<u>More than one property on search - (parcel of land)</u>				
Individual Residential Properties	As stated	S	36.60	
Industrial and Commercial Properties	As stated	S	84.00	
<u>Additional Questions</u>				
Fee in respect of printed routine questions as set out in standard search	Per Question with full search	S	6.18	
Each additional question set by applicant	Per Question	S	P.O.A	
<u>Other</u>				
Any questions received in connection with Local Land Charge Searches falling outside those above	Per Question	S	**	
Under Residential:-	The Highways Fee is set by Staffordshire County Council and is therefore subject to change			
Under Commercial:-	The Highways Fee is set by Staffordshire County Council and is therefore subject to change			
<u>Sale of Radar Keys for access</u>	Per Key	ZR	4.00	
Disabled Toilets				

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Fees and Charges 2019/2020



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Environment Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
ENVIRONMENTAL CHARGES				
Clean Neighbourhoods & Environment				
Act 2005				
Nuisance parking	Fixed Penalty Notice	NB	100.00	Reduction to £75 if paid within ten days
Abandoning a vehicle	Fixed Penalty Notice	NB	200.00	Reduction to £150 if paid within ten days
Litter fines	Fixed Penalty Notice	NB	75.00	Reduction to £50 if paid within ten days
Street Litter Control Notices and Litter Clearing Notices	Fixed Penalty Notice	NB	75.00	Reduction to £70 if paid within ten days
Unauthorised distribution of literature on designated land	Fixed Penalty Notice	NB	75.00	Reduction to £50 if paid within ten days
Graffiti and fly posting	Fixed Penalty Notice	NB	75.00	Reduction to £50 if paid within ten days
Failure to produce Authority (Waste Transfer Notes)	Fixed Penalty Notice	NB	300.00	Reduction to £200 if paid within ten days
Failure to furnish documentation (Waste Carrier's Licence)	Fixed Penalty Notice	NB	300.00	Reduction to £250 if paid within ten days
Offences in relation to waste receptacles	Fixed Penalty Notice	NB	100.00	Reduction to £70 if paid within ten days
Failure to nominate Key holder (within an alarm notification area) or to notify Local Authority in writing of Nominated Key holder's details	Fixed Penalty Notice	NB	75.00	Reduction to £50 if paid within ten days
Noise from dwellings	Fixed Penalty Notice	NB	100.00	Reduction to £70 if paid within ten days
Noise from Licensed Premises	Fixed Penalty Notice	NB	500.00	No reduction
Community Protection Notice	Fixed Penalty Notice	NB	100.00	No reduction
Fly Tipping	Fixed Penalty Notice	NB	400.00	No reduction
Public Space Protection Order	Fixed Penalty Notice	NB	100.00	No reduction
Environmental Searches		NB	85.00	
Smoke free Offences under the Health Act 2006				
Smoking in a smoke free premises or vehicle	Fixed Penalty Notice	NB	50.00	Reduction to £30 if paid within 15 days
Failure to display no smoking signs in premises or vehicle as required by law	Fixed Penalty Notice	NB	200.00	Reduction to £150 if paid within 15 days
Failing to prevent smoking in a smoke free premises or vehicle	A fine by a court not exceeding level 4	NB	Up to £2500	
Charges associated with Seizure of Noise making equipment				
Warrant application fee	As stated	NB	actual cost	
Hourly rate - officer time	As stated	NB	actual cost	Actual cost of work plus cost of officer time and other associated direct costs
Storage of seized equipment	per week	NB	20.00	

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Environment Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
ENVIRONMENTAL CHARGES				
<u>continued...</u>				
Miscellaneous				
Rabies Contingency Plan:	Per Day	NB	34.00	
Custody of Dogs - owner's contribution to costs (maximum 3 days)	Per Animal			
Control of Stray Dogs: Recovery of a dog from the Council's contract kennel by a dog owner				
Statutory collection fee	As stated	NB	25.00	
Cost of Dog Collection	As stated	S	18.00	
Cost of Kennelling	Per day	S	n/a	<i>Paid direct to Kennel operator by dog owner</i>
Offences under Dog Control Orders -	As stated	NB	n/a	<i>This will be replaced by Public Space</i>
Clean Neighbourhoods and Environment Act 2005				<i>Protection Order FPN in 2018</i>
Costs associated with the seizure and Microchipping of dogs				
Hourly rate - Officer time	per dog	NB	actual cost	<i>Actual cost of work plus cost of officer time and other associated direct costs</i>
Provision of factual statement under Section 28(a) Health & Safety At Work etc. Act 1974	As stated	NB	165.00	
Pest Control				
Clearance of wasps' nests	Per nest	S	53.00	
Premium -Guaranteed same day			77.00	
Treatment of				
Fleas			59.00	
Bedbugs			59.00	
Ants			59.00	
Cockroaches			59.00	
Other pests			59.00	
Insect Identification visit			32.00	

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Environment Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>INDUSTRIAL PLANT CHARGES</u>				
Environmental Protection Act - Industrial Plant LAPC & LAPPC - Part 1 Authorisations - Fees set by DEFRA therefore are subject to change				
<u>Application Fee</u>				
Standard Process	As stated	NB	1,579.00	
Additional fee for operating without a permit	As stated	NB	1,137.00	
Reduced Fee Activities	As stated	NB	148.00	<i>Reduced fee activities are: Service Stations; Vehicle Refinishers; Dry Cleaners & Small Waste Oil Burners under 0.4MW</i>
PVR I & II combined	As stated	NB	246.00	
Vehicle Refinishers (VRs)	As stated	NB	346.00	
Additional fee for operating without a permit	As stated	NB	68.00	
Mobile screening and crushing plant Application	As stated	NB	1,579.00	
For the third to seventh Applications	As stated	NB	943.00	
For the eighth and subsequent Applications	As stated	NB	477.00	
Combined Part B & Waste for any of the above	As stated	NB	297.00	<i>In addition to the above fees</i>
<u>Annual Subsistence Charges</u>				
Standard Process - LOW RISK	As stated	NB	739.00	<i>Additional £99 for joint Part B and Waste installation</i>
Standard Process - MEDIUM RISK	As stated	NB	1,111.00	<i>Additional £149 for joint Part B and Waste installation</i>
Standard Process - HIGH RISK	As stated	NB	1,672.00	<i>Additional £198 for joint Part B and Waste installation</i>
Reduced Fee Activities - LOW RISK	As stated	NB	76.00	
Reduced Fee Activities - MEDIUM RISK	As stated	NB	151.00	
Reduced Fee Activities - HIGH RISK	As stated	NB	227.00	
PVR I & II combined - LOW RISK	As stated	NB	108.00	
PVR I & II combined - MEDIUM RISK	As stated	NB	216.00	
PVR I & II combined - HIGH RISK	As stated	NB	326.00	

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Cannock Chase Council



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>INDUSTRIAL PLANT CHARGES</u>				
<u>Annual Subsistence Charges</u>				
<u>Continued...</u>				
Vehicle Refinishers - LOW RISK	As stated	NB	218.00	
Vehicle Refinishers - MEDIUM RISK	As stated	NB	349.00	
Vehicle Refinishers - HIGH RISK	As stated	NB	524.00	
Mobile screening and crushing plant - LOW RISK	As stated	NB	618.00	
Mobile screening and crushing plant - MEDIUM RISK	As stated	NB	989.00	
Mobile screening and crushing plant - HIGH RISK	As stated	NB	1,484.00	
For the third to seventh permits - LOW RISK	As stated	NB	368.00	
For the third to seventh permits - MEDIUM RISK	As stated	NB	590.00	
For the third to seventh permits - HIGH RISK	As stated	NB	884.00	
For the eighth and subsequent permits - LOW RISK	As stated	NB	189.00	
For the eighth and subsequent permits - MEDIUM RISK	As stated	NB	302.00	
For the eighth and subsequent permits - HIGH RISK	As stated	NB	453.00	
Part B installation subject to reporting under E-PRTR	As stated	NB	99.00	<i>In addition to the above fees</i>
Late payment fee	As stated	NB	50.00	
Subsistence charges where paid quarterly	As stated	NB	36.00	<i>In addition to the above fees</i>

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
INDUSTRIAL PLANT CHARGES				
<u>Continued...</u>				
Transfer and Surrender				
Transfer	As stated	NB	162.00	
Partial Transfer	As stated	NB	476.00	
New operator at low risk reduced fee activity	As stated	NB	75.00	
Surrender: All Part B activities	As stated	NB	0.00	
Transfer: Reduced Fee Activities	As stated	NB	0.00	
Partial Transfer: Reduced Fee Activities	As stated	NB	45.00	
Temporary First Transfer	As stated	NB	51.00	
Repeat following enforcement or warning	As stated	NB	51.00	
Substantial Changes S10 & S11				
Standard Process	As stated	NB	1,005.00	
Standard Process - change results in new PPC activity	As stated	NB	1,579.00	
Reduced Fee activities	As stated	NB	98.00	
Charges to General Public				
Full copy of authorisation	As stated	S	112.50	
A4 copy of single authorisation entry	As stated	S	0.75	<i>Larger copies pro-rata</i>
Environmental Protection Act - Industrial Plant LA-IPPC - Fees set by DEFRA				
Application	As stated	NB	3,218.00	
Additional fee for operating without a permit	As stated	NB	1,137.00	
Annual Subsistence - LOW RISK	As stated	NB	1,384.00	
Annual Subsistence - MEDIUM RISK	As stated	NB	1,541.00	
Annual Subsistence - HIGH RISK	As stated	NB	2,233.00	
Late Payment Fee	As stated	NB	50.00	
Substantial variation	As stated	NB	1,309.00	
Transfer	As stated	NB	225.00	
Partial Transfer	As stated	NB	668.00	
Surrender	As stated	NB	668.00	

Environment Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>PRIVATE SECTOR HOUSING</u>				
<u>Works in Default</u>	Actual cost	NB	Actual cost	<i>Actual cost of work plus cost of officer time and other associated direct costs</i>
<u>Enforcement action - Section 49 of Part I. of the Housing Act 2004</u>	Actual cost	NB	Actual cost	<i>Actual cost of officer time and other associated direct costs</i>
<u>Park Home Licence Fees:</u>				
Application	As stated	NB	305.00	
Transfer / Amendment	As stated	NB	163.00	
Annual Licence:-				
2 - 10 Units	As stated	NB	152.00	
11 - 30 Units	As stated	NB	205.00	
More than 30 Units	As stated	NB	235.00	
Enforcement Action (hourly rate)	As stated	NB	42.00	
Deposit of Rules	As stated	NB	125.00	
<u>Property Management Agent:</u>				
Failure to belong to a Redress Scheme	Penalty Fine	NB	-	<i>No Charge - statutory fee structure</i>
<u>Letting Agents:</u>				
Failure to belong to a Redress scheme	Penalty Fine	NB	-	<i>No Charge - statutory fee structure</i>
<u>Failure to provide Smoke/Carbon Monoxide Detector</u>				
First instance of non-compliance	Penalty Fine	NB	-	<i>No Charge - statutory fee structure</i>
Second and subsequent instances of non-compliance	Penalty Fine	NB	-	<i>No Charge - statutory fee structure</i>
<u>Non statutory housing inspections</u>	As stated	S	108.00	
<u>Houses in Multiple Occuations - New</u>				
5 Year Licence	Application fee		553.00	<i>Total 869.17 collected as a single fee when application made - subsistence element refunded if application refused Commence with effect from 1st Jan 2019</i>
	Subsistence element		316.67	
	Total Fee (payable at time of application)		869.17	

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19	Notes
			£ - p	
<u>MOTOR VEHICLES INSPECTION AND TESTING</u>				
<u>Inspection of Vehicles under 12 months old and less than 20,000 recorded mileage:</u>				
Initial Inspection	As stated	S	55.00	<i>Charge made to members of staff to cover the cost to the Council of examining private motor vehicles being purchased with the aid of a car loan</i>
Re-test	As stated	S	41.00	
<u>Inspection of vehicles over 12 months old</u>				
Inspection at Hawks Green Depot				
Initial Inspection	As stated	S	182.00	<i>Charge made to members of staff to cover the cost to the Council of examining private motor vehicles being purchased with the aid of a car loan</i>
Re-test	As stated	S	41.00	
Inspection at private garage other than Hawks Green Depot				
Initial Inspection	As stated	S	270.00	
Re-test	As stated	S	130.00	
<u>MOT testing of any motor vehicles</u>				
MOT testing of any motor vehicles	As stated	NB	41.00	
Re-test	As stated	NB	20.50	

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>CANNOCK & RUGELEY CAR PARKING</u>				
Cannock - Beecroft Road:				
0 to 2 hours	As stated	S	1.20	
2 to 3 hours	As stated	S	3.00	
3 to 4 hours	As stated	S	4.00	
4 to 5 hours	As stated	S	10.00	
5 to 6 hours	As stated	S	12.50	
Civic Centre -Brunswick Road (Rear)				
0 to 1 hour	As stated	S	1.00	
1 to 2 hours	As stated	S	2.00	
2 to 3 hours	As stated	S	3.00	
3 to 4 hours	As stated	S	4.00	
4 to 5 hours	As stated	S	5.00	
5 to 6 hours	As stated	S	6.00	
Up to 24 hours	As stated	S	7.00	
Civic Centre - Visitors (Front)				
0 to 1 hour	As stated	S	1.00	
1 to 2 hours	As stated	S	2.00	
2 to 3 hours	As stated	S	3.00	
3 to 4 hours	As stated	S	4.00	
Cannock - Backcrofts:				
Up to ½ hr	As stated	S	0.70	
½ to 1 hour	As stated	S	1.00	
1 to 2 hours	As stated	S	2.00	
2 to 3 hours	As stated	S	3.00	
3 to 4 hours	As stated	S	4.00	
4 to 5 hours	As stated	S	10.00	
5 to 6 hours	As stated	S	12.50	
Cannock - Avon Road				
0 to 1 hour	As stated	S	1.00	
1 to 2 hours	As stated	S	2.00	
2 to 3 hours	As stated	S	3.00	
3 to 4 hours	As stated	S	4.00	
Over 4 hours	As stated	S	5.00	
Cannock - Danilo Road - All day				
All Day	As stated	S	4.00	
1 Month	As stated	S	n/a	
3 Months	As stated	S	n/a	
Annual	As stated	S	450.00	

Environment Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>CANNOCK & RUGELEY CAR PARKING</u>				
<u>Continued...</u>				
Railway Station - Girton Road				
All Day	As stated	S	2.00	
One Week	As stated	S	7.00	
Rugeley - All car parks exc, Market Hall				
Per hour		S	0.90	
Market Hall		S	0.90	Market Hall is £1.20 for first 2 hours
Rugeley - Service areas				
Per annum		S	130.00	
P.C.N. paid within 14 days				
As stated		NB	£25 or £35	Off Street or On Street
P.C.N. paid within 28 days				
As stated		NB	£50 or £70	Off Street or On Street
Parking Waivers - First Day				
As stated		S	15.00	
Parking Waivers - Subsequent Days				
As stated		S	5.00	
<u>BUS STATIONS</u>				
Departure Charge:				
Cannock	Per departure	S	0.31	
Rugeley	Per departure	S	0.31	

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>PARK ACTIVITIES</u>				
<u>Tennis</u>				
Per Court - Adult	Per Session	S	0.00	
Per Court - Junior	Per Session	S	0.00	
<u>Bowls</u>				
Adult	Per Session	n/a	n/a	
Junior	Per Session	n/a	n/a	
<u>Bowls Club Hire</u>				
Season Ticket (maximum 10)	As stated	n/a	n/a	<i>VAT - Exempt or Standard rated The letting of facilities for playing any sport or for taking part in any physical recreation is normally standard rated for VAT purposes. However, a block booking of 10 or more sessions of the same sport by a school, club, association or organisation representing affiliated clubs or constituent associations, such as a local league, is exempt from VAT.</i>
<u>Football Pitches</u>				
Adult Club Lettings:				
with facilities	As stated	E or S	1,139.70	<i>Where charges are shown with a VAT indicator of "E or S" the charge shown includes VAT.</i>
without facilities	As stated	E or S	569.90	
Junior Club Lettings:				
with facilities	As stated	E or S	558.90	<i>To qualify for Exempt VAT rating, all bookings should meet all of the criteria listed under Value Added Tax - Lets for a Series of Sessions (see page 50)</i>
without facilities	As stated	E or S	284.30	
Adult Occasional Lettings:				
with facilities	Per Session	S	135.40	<i>Fee reduces by 5% if at least 50% of the team members live in the District and are able to provide evidence at the time of booking.</i>
without facilities	Per Session	S	68.70	
Junior Occasional Lettings:				
with facilities	Per Session	S	67.80	<i>Non payment of fees will incur a surcharge</i>
without facilities	Per Session	S	33.90	
Equipment Deposit	Per Session	S	11.40	
Administration Charge	As stated	E or S	132.40	
<u>Hire of Parks and Open Space</u>				
Hire of Parks and Open Space for events/funfairs etc.	Per Day	E	322.00	<i>All Community groups/organisations/Parish Council's will be expected to pay the full amount UNLESS a group has agreed a discretionary fee reduction with the Portfolio Holder. This cannot exceed 50% of the cost per day. All hirers are responsible for the removal for the removal of all litter and waste from the event. They cannot use the Council's waste facilities. Any excess waste removed by the council will be recharged at full cost.</i>
Non - Operational				
Hire of Parks and Open Spaces for Funfairs to allow setup/take down.	Per Day	E	159.80	<i>Security Deposit £500. All Litter must be removed otherwise the Council will recharge the actual cost to the security deposit.</i>
Operational				
Hire of Parks and Open Spaces for Funfairs	Per Day	E	322.00	<i>Security Deposit £500. All Litter must be removed otherwise the Council will recharge the actual cost to the security deposit.</i>

Football Pitches - A 5% reduction is available if at least 50% of the team live within the District - Clubs must provide satisfactory evidence at the time of booking the pitch

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes	
<u>CEMETERIES</u>					
<u>Purchase and interment fees for burials</u>					
Purchase of grave space including first topping up and grassing	As stated	NB	843.80	<i>All burial fees are multiplied by four for non residents of Council's district (inclusions apply), excludes memorial fees and burials for children under 16. Grave deed expires after 30 years</i>	
Excavation of grave for a child including interment	As stated	n/a	0.00		
Excavation of grave for one including interment	As stated	NB	341.60		
Excavation of grave for two including first interment	As stated	NB	676.40		
Excavation of grave for three including first interment	As stated	NB	1,019.00		
Re-open of purchased grave including interment	As stated	NB	563.80		
Failure to provide documentation 48 hrs before a burial	As stated	NB	59.20		
Large coffins:-					
Coffins over 6'8" in length	As stated	NB	70.00		
Coffins over 28" wide	As stated	NB	70.00		
<u>Purchase and interment fees for cremated remains</u>					
Purchase of cremated remains plot	As stated	NB	418.60		
Excavation of grave for cremated remains including interment	As stated	NB	228.30		
Re-open of purchased grave for cremated remains including interment	As stated	NB	228.30		
Excavation and interment of cremated remains plot for a child	As stated	n/a	0.00		
Purchase of a grave space for cremated remains	As stated	NB	843.80		
Scattering of cremated remains	As stated	NB	92.00		
Interment in public grave	As stated	NB	418.90		
<u>Walled graves, vaults and American style caskets</u>					
Purchase of grave space	As stated	NB	1,302.50		
Excavation of grave for one including interment	As stated	NB	521.30		
Excavation of grave for two including interment	As stated	NB	783.80		
Excavation of grave for three including interment	As stated	NB	1,012.20		
<u>Exhumations</u>					
Burial	As stated	S	Actual cost		
Cremated remains	As stated	S	Actual cost		

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
CEMETERIES				
Continued...				
Memorials				
Headstone or other approved memorial	As stated	S	233.60	<i>All memorials must be installed in accordance with the National Association of Memorial Masons standards and will be installed by members registered under the Council's select list scheme</i>
Cremated remains plaque	As stated	S	156.80	
Stone vase	As stated	S	124.80	
Additional inscription	As stated	S	96.00	
Additional premium on all Memorial work	As stated	S	19.10	
Miscellaneous Charges				
Transfer of Exclusive Right of Burial	As stated	NB	73.20	
Extension of Exclusive Right of Burial for 30 years	As stated	NB	244.00	
Searches of Burial Records (members of the public)	Per hour	NB	13.30	<i>Fee applicable to members of the public only. Fee to be paid in advance</i>
Supply and install approved memorial bench including plaque	As stated	S	Actual Cost	
Supply plaque to Communal Memorial Bench	As stated	S	120.00	
Supply and plant Memorial Tree on a ten year lease (NB may not be exclusive use)	As stated	S	366.60	<i>This does not allow leases to decorate or add personal memorials around the base of the tree</i>
Supply Memorial Plaque to existing Memorial Tree	As stated	S	100.00	
Maintenance of Graves				
Clean, provide top soil and top up	As stated	S	80.00	
Provide and lay turf	As stated	S	40.00	
Maintain soiled or turfed grave	As stated	S	112.00	
Maintain and plant once per year	As stated	S	160.00	
Maintain and plant twice per year	As stated	S	204.80	
OUTDOOR LEISURE FACILITIES				
Hazel Slade Nature Reserve and Milking Brook - Fishing Rights				
7 Day Fishing Permits				
Adult	Each	S	41.00	
Junior	Each	S	17.90	
5 Day Fishing Permits				
Adult	Each	S	21.10	
Junior	Each	S	12.00	
Winter Fishing Permits				
Milking Brook				
1 October to 31 March	Each	S	13.70	

Culture and Sport Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>ALLOTMENTS</u>				
<u>Without Services</u>				
Basic charge per square metre	Per Sq Metre	E	0.223	
<u>With Services</u>				
Basic charge per square metre	Per Sq Metre	E	0.297	
Basic charge per square metre:				
Rumerhill	Per Sq Metre	E	0.422	
Ravenhill	Per Sq Metre	E	0.257	

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>PLANNING APPLICATIONS</u>				
<u>Planning Application Fees</u>				
	Per Application	NB	National Scope	<i>In view of the complex nature of the legislation covering Planning Application Fees, it is not possible to provide specific details of amounts involved. Information can be obtained from the Council's website by entering "planning fees"</i>
Pre-Application Fees (major apps)	Per Application			
10-49 dwellings or 1,000-2,999sq metres			1,000.00	
50-199 dwellings or 3,000-9,999sq metres			2,000.00	
200+ dwellings or 10,000+ sq metres			4,000.00	
<u>Community Infrastructure Levy (CIL):-</u>				
				<i>With effect from 1st January 2018</i>
Food stores over 280sqm and all out of town retail developments	Per square metre	E	73.67	<i>Index linked so may change</i>
Market housing development (excluding specialist retirement housing)	Per square metre	E	49.11	<i>Index linked so may change</i>
<u>Paper Copies of Plans</u>				
Size A0	Per Copy	S	1.90	<i>Plan printing service aimed principally at applications of planning permission and full plans, approval under the Building Regulations where multiple copies of submitted drawings are required</i>
Size A1	Per Copy	S	1.90	
Size A2	Per Copy	S	1.90	
Size A3	Per Copy	S	1.90	
Size A4	Per Copy	S	1.90	
Lamination	Per Copy	S	3.40	
<u>PROVISION OF INFORMATION</u>				
<u>Supply Of Copy Planning Decision Notices:</u>				
Across the counter	Per sheet	S	0.50	<i>Plus postage</i>
Through the post	Per sheet	S	0.50	
<u>Supply of Copies of Drawings (Larger than A4)</u>				
Across the counter	Per sheet	S	1.70	<i>Plus postage</i>
Through the post	Per sheet	S	1.70	
<u>Supply of Copies - Other documents (Size A4 or less)</u>				
<u>Including Public Inquiry Documents</u>				
Across the counter	Per sheet	S	0.50	<i>Plus postage</i>
Through the post	Per sheet	S	0.50	
<u>Supply of weekly list of planning applications</u>				
received to commercial organisations	Annual charge	S	320.00	
Individual weekly copy	Annual charge	S	9.50	
<u>Supply of information relating to planning history</u>	Each	S	97.50	

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>PROVISION OF INFORMATION</u>				
<u>Continued...</u>				
<u>Supply of Various Information Leaflets</u>	Per leaflet	n/a	No charge	
<u>District Wide Local Plan</u>				
- non residents	Each	ZR	55.00	
- residents	Each	ZR	27.50	
<u>Sale of Publications</u>				
Local Development Scheme	Each	ZR	14.40	
Conservation Area Appraisals	Each	ZR	14.40	
Protocol for Validation of Planning Applications	Each	ZR	14.40	
Supplementary Planning Documents (SPDs)	Each	ZR	14.40	
All Supplementary Planning Guidance (SPG)	Each	ZR	14.40	
Annual Monitoring Report (AMR)	Each	ZR	14.40	
Annual Strategic Housing Land Availability Assessment (SHLAA)	Each	ZR	32.00	
<u>HIGH HEDGE INVESTIGATION COMPLAINTS</u>	Each	NB	430.00	<i>Charge relates to Part 8 of the Anti-Social Behaviour Act 2003</i>
<u>CIVIC CENTRE CHARGES</u>				
<u>CIVIC SUITE</u>				
Hire of Council Chamber				
Hire of Council Chamber	Per hour	E	28.00	
Hire of Committee Room	Per hour	E	13.20	
Hire of Ballroom				
Seminars / Trade Exhibitions / Commercial	Per hour	E	50.40	<i>Per Hour Mon - Fri</i>
	Per hour	E	57.90	<i>Per Hour Weekends</i>
Seminars / Trade Exhibitions / Commercial	As stated	E	350.00	<i>Over 6 Hours Mon - Fri</i>
	As stated	E	404.80	<i>Over 6 Hours Weekends</i>
Bar End of Ballroom	Per hour	E	23.50	
Additional Charges				
Booking Fee	Per booking	E	58.00	<i>Over 6 Hours Mon - Fri</i>
	Per booking	E	70.00	<i>Over 6 Hours Weekends</i>
Deposit - room only	Per booking	E	1hr room hire	
Hire of Facilities beyond 8pm:				
Beyond 8pm Mon - Thurs	Per booking	E	29.50	<i>One off charge to cover costs of key holder service</i>
Beyond 7.30pm Friday	Per booking	E	29.50	
Weekend	Per booking	E	29.50	

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>BUILDING CONTROL</u>				
Building Control Application Charges	As stated	S		<i>**Because of the legislation covering Building Regulation charges it is not possible to provide specific details of the amounts involved. Information can be obtained from the Council's website by entering "Building Control Fees"</i>
Building Control Regularisation Application Charges	As stated	NB		
Supply of Information Relating to Building Control History from 1988 to present day	As stated	n/a		
Supply of Information Relating to Building Control History from 1974 to 1987	As stated	n/a		<i>Now free of charge in line with Environmental Information Regulations</i>
Supply of copy of Building Regulation Notices and Completion Certificates where the application reference is supplied at the time of the request from 1993 to the present day	As stated	S	11.35	
Supply of copy of Building Regulation Notices and Completion Certificates where the application reference is supplied at the time of the request for files from 1985 to 1992	As stated	S	25.30	
At the discretion of the Council inspections on Building Regulation applications up to 10 years old where work has been completed for more than 2 years	As stated	S	131.00	
Written response (at the discretion of the Council) confirming that enforcement action will not be taken under S35 of the Building Act 1984 for building works completed in excess of 2 years.	As stated	S	64.00	

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>BUILDING CONTROL</u>				
<u>Continued...</u>				
Written response confirming building work is exempt from the requirements of the Building Regulations	As stated	S	31.00	
Plan Printing Charges - Black & White				
A4	Per sheet	S	0.33	
A3	Per sheet	S	1.57	
A2	Per sheet	S	2.20	
A1	Per sheet	S	2.40	
A0	Per sheet	S	2.85	
Plan Printing Charges - Colour				
A4	Per sheet	S	0.50	
A3	Per sheet	S	1.65	
A2	Per sheet	S	2.70	
A1	Per sheet	S	2.95	
A0	Per sheet	S	3.40	

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>GENERAL LICENSING</u>				
<u>General:</u>				
Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018				
Full Licence				
Fee on application (Part A)			315.00	<i>Plus Vet's fees where appropriate</i>
Fee on Grant (Part B)			100.00	
Light Touch Application				
Fee on Application (Part A)			175.00	
Fee on Grant (Part B)			80.00	
Fee for inspections relating to Appeals and Re-rating requests			125.00	
Variation Application			125.00	
Dangerous Wild Animals Licence				
	As stated	NB	270.00	<i>Plus Vets' fees</i>
Acupuncture, Tattooing, Ear Piercing, Electrolysis etc.				
	Registration Fee	NB	150.00	
Tattooists, Ear Piercers, Electrolysis Personal Licence				
	Registration Fee	NB	60.00	
<u>Scrap Metal Dealers Act 2013</u>				
<u>Licences:</u>				
Scrap Metal Site Licence:				
Grant	As stated	NB	660.00	
Renewal	As stated	NB	660.00	
Variation	As stated	NB	185.00	
Additional Site	As stated	NB	185.00	
Name Change	As stated	NB	50.00	
Change of Site	As stated	NB	50.00	
Scrap Metal Collectors Licence:				
Grant	As stated	NB	275.00	
Renewal	As stated	NB	275.00	
Variation	As stated	NB	185.00	
Name Change	As stated	NB	50.00	

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>GENERAL LICENSING</u>				
<u>Continued...</u>				
<u>Policing and Crime Act 2009</u>				
Sex Establishment Licences:-				
Application Fee			1,310.00	
Fee on Grant of Licence	As stated		160.00	
Application for Renewal of Licence			1,310.00	
Fee on Grant of Renewal	As stated		160.00	
Transfer of Licence	As stated		160.00	
Sexual Entertainment Venues				
Application for Grant		NB	1,310.00	<i>Sexual Entertainment Venues Licences subject to adoption of relevant provisions of Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1962 (as amended by Section 27 of the Policing and Crime Act 2009)</i>
Fee on Grant of Licence		NB	160.00	
Application for Renewal of Licence		NB	1,310.00	
Fee on Grant of Renewal			160.00	
Transfer of Licence		NB	160.00	
<u>Street Trading</u>				
Vendors sited on Private Land	Per annum	NB	295.00	
Vendors travelling the District	Per annum	NB	295.00	
Highway Land (Lay-bys)	Per day	NB	295.00	Annual only
Town Centre	Per day	NB	30.00	To be issued in minimum quota of 4 days All days to be used within 30 days of first consent
Town Centre	Per annum		2,175.00	
Fee on Application			775.00	
Fee on Grant			1,400.00	
Trunk Road	Per annum		2,175.00	
Fee on Application			775.00	
Fee on Grant			1,400.00	
<u>Commercial Obstructions Policy</u>				
3 Year Permit for A Boards and Retail Trade Displays			85.00	
Annual Licence for Pavement Cafes				
Up to 2 units			85.00	Per Unit (table and 4 chairs)
3-6 units			250.00	
7-10 Units			500.00	
Ad hoc permit for fairground rides, gazebos etc.			25.00	per day

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
ENTERTAINMENT LICENSING				
Licensing Act 2003 Fees				
Personal Licence				
First Application	Per person	NB	37.00	Statutory Fee
Application for copy of licence on theft, loss etc. of personal licence	Per person	NB	10.50	Statutory Fee
Notification of change of name or address	Per person	NB	10.50	Statutory Fee
Premises Licence				
Main Application Fee - Band A	Per premises	NB	100.00	Statutory Fee
Main Application Fee - Band B	Per premises	NB	190.00	Statutory Fee
Main Application Fee - Band C	Per premises	NB	315.00	Statutory Fee
Main Application Fee - Band D	Per premises	NB	450.00	Statutory Fee
Main Application Fee - Band E	Per premises	NB	635.00	Statutory Fee
In addition to the application fee, a multiplier will be applied to town and city centre pubs (those in Bands D and E), where they are exclusively or primarily in the business of selling alcohol	Per premises	NB	900.00	Statutory Fee
		NB	1,905.00	
Main Annual Charge - Band A	Per premises	NB	70.00	Statutory Fee
Main Annual Charge - Band B	Per premises	NB	180.00	Statutory Fee
Main Annual Charge - Band C	Per premises	NB	295.00	Statutory Fee
Main Annual Charge - Band D	Per premises	NB	320.00	Statutory Fee
Main Annual Charge - Band E	Per premises	NB	350.00	Statutory Fee
In addition to the annual charge, a multiplier will be applied to town and city centre pubs (those in Bands D and E), where they are exclusively or primarily in the business of selling alcohol	Per premises	NB	640.00	Statutory Fee
		NB	1,050.00	
Minor variation to Premises Licence	Per premises	NB	89.00	Statutory Fee
Notification of change of name or address (holder of Premises Licence)	Per premises	NB	10.50	Statutory Fee

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
ENTERTAINMENT LICENSING				
Licensing Act 2003 Fees				
Premises Licence				
Continued...				
Application to vary the specified individual as Designated Premises Supervisor	Per premises	NB	23.00	Statutory Fee
Application to transfer Premises Licence	Per premises	NB	23.00	Statutory Fee
Interim Authority Notice	Per premises	NB	23.00	Statutory Fee
Application for making of a Provisional Statement	Per premises	NB	315.00	Statutory Fee
Application for copy of licence / certificate or summary on theft, loss etc. of premises licence / certificate or summary	Per premises	NB	10.50	Statutory Fee
Notification of change of name or alteration of club rules	Per premises	NB	10.50	Statutory Fee
Change of relevant registered address of club	Per premises	NB	10.50	Statutory Fee
Variation of Club Licence	Per premises	NB	71.40	Statutory Fee
Temporary Event Notice	As stated	NB	21.00	Statutory Fee
Application for copy of Notice on theft, loss etc. of Temporary Event Notice	As stated	NB	10.50	Statutory Fee
Notice of Interest on any premises	Per premises	NB	21.00	Statutory Fee
Supply of copies of information contained in register	Per A4 sheet	NB	0.70	

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
ENTERTAINMENT LICENSING				
<u>Continued...</u>				
Gambling Act 2005 Premises				
Licences - Applicable from				
Bingo Premises Licence				
New Application	Per premises	NB	2,800.00	Statutory Fee
Annual Fee	Per premises	NB	800.00	Statutory Fee
Application to vary licence	Per premises	NB	1,400.00	Statutory Fee
Application to transfer licence	Per premises	NB	960.00	Statutory Fee
Application for reinstatement	Per premises	NB	960.00	Statutory Fee
Application for provisional statement	Per premises	NB	2,800.00	Statutory Fee
Licence Application (Provisional Statement holders)	Per premises	NB	960.00	Statutory Fee
Betting Premises (Excluding Tracks)				
New Application	Per premises	NB	2,400.00	Statutory Fee
Annual Fee	Per premises	NB	480.00	Statutory Fee
Application to vary licence	Per premises	NB	1,200.00	Statutory Fee
Application to transfer licence	Per premises	NB	960.00	Statutory Fee
Application for reinstatement	Per premises	NB	960.00	Statutory Fee
Application for provisional statement	Per premises	NB	2,400.00	Statutory Fee
Licence Application (Provisional Statement holders)	Per premises	NB	960.00	Statutory Fee
Track Premises Licence				
New Application	Per premises	NB	2,000.00	Statutory Fee
Annual Fee	Per premises	NB	800.00	Statutory Fee
Application to vary licence	Per premises	NB	1,000.00	Statutory Fee
Application to transfer licence	Per premises	NB	760.00	Statutory Fee
Application for reinstatement	Per premises	NB	760.00	Statutory Fee
Application for provisional statement	Per premises	NB	2,000.00	Statutory Fee
Licence Application (Provisional Statement holders)	Per premises	NB	760.00	Statutory Fee

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
ENTERTAINMENT LICENSING				
Gambling Act 2005 Premises				
Licences - Applicable from 7th Sept 2007				
Continued...				
Family Entertainment Centres				
New Application	Per premises	NB	1,600.00	
Annual Fee	Per premises	NB	600.00	Statutory Fee
Application to vary licence	Per premises	NB	800.00	Statutory Fee
Application to transfer licence	Per premises	NB	760.00	Statutory Fee
Application for reinstatement	Per premises	NB	760.00	Statutory Fee
Application for provisional statement	Per premises	NB	1,600.00	Statutory Fee
Licence Application (Provisional Statement holders)	Per premises	NB	760.00	Statutory Fee
Adult Gaming Centres				
New Application	Per premises	NB	1,600.00	Statutory Fee
Annual Fee	Per premises	NB	800.00	Statutory Fee
Application to vary licence	Per premises	NB	800.00	Statutory Fee
Application to transfer licence	Per premises	NB	960.00	Statutory Fee
Application for reinstatement	Per premises	NB	960.00	Statutory Fee
Application for provisional statement	Per premises	NB	1,600.00	Statutory Fee
Licence Application (Provisional Statement holders)	Per premises	NB	960.00	Statutory Fee
For Bingo Premises Licence; Betting Premises (Excluding Tracks); Track Premises Licence; Family Entertainment Centres and Adult Gaming Centres:				
Copy Licence		NB	25.00	Maximum fee allowed by the Act
Notification of Change		NB	40.00	Statutory Fee
FEC Gaming Machine Permit and Prize Gaming Permit				
Application Fee	As stated	NB	300.00	Statutory Fee
Renewal Fee (Every 10 yrs)	As stated	NB	300.00	Statutory Fee
Transitional Application Fee	As stated	NB	0.00	Statutory Fee
Change of Name	As stated	NB	25.00	Statutory Fee
Copy of Permit	As stated	NB	15.00	Statutory Fee

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
ENTERTAINMENT LICENSING				
<u>Gambling Act 2005 Premises</u>				
<u>Licences - Applicable from</u>				
<u>7th Sept 2007</u>				
<u>Continued...</u>				
Amusement with Prizes Permit				
2 Machines or less (Notification only)	As stated	NB	50.00	No annual renewal fee
3 Machines or more:				
Conversion of existing operator	As stated	NB	100.00	Statutory Fee
Grant initial application	As stated	NB	150.00	Statutory Fee
Annual Fee	As stated	NB	50.00	Statutory Fee
Change of name on permit	As stated	NB	25.00	Statutory Fee
Copy of permit	As stated	NB	15.00	Statutory Fee
Club Gaming Permit or Club Gaming Machine Permit				
Conversion of an existing permit	As stated	NB	100.00	Statutory Fee
Grant initial application	As stated	NB	200.00	Statutory Fee
Annual Fee	As stated	NB	50.00	Statutory Fee
Variation Fee	As stated	NB	100.00	Statutory Fee
Small Lotteries				
Registration Fee	As stated	NB	40.00	Statutory Maximum - Gambling Act
Renewal Fee	As stated	NB	20.00	Statutory Maximum - Gambling Act

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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
VEHICLE LICENSING				
Vehicle Licences				
<i>As a Statutory Requirement these charges are advertised separately and are set outside the parameters of the Fees and Charges booklet</i>				
Vehicle inspection and Test	As stated	NB	60.00	
Missed test appointment without 24 hour notice			60.00	
Vehicle re-test (where vehicle fails to meet the council's pre-determined standards)	As stated	NB	15.00	
Hackney Carriage Proprietor (Inc. Test and Plates)	As stated	NB	320.00	
Private Hire Vehicle (Inc. Test and Plates)	As stated	NB	320.00	
Private Hire Operator 5 year Licence				
1 - 5 vehicles	As stated	NB	340.00	
6 - 15 vehicles	As stated	NB	680.00	
Over 15 vehicles	As stated	NB	890.00	

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>VEHICLE LICENSING</u>				
<u>Continued...</u>				
<u>Drivers' Licences</u>				
Hackney Carriage and Private Hire				
One Year Dual Driver Licence	As stated	NB	129.00	
Three Year Driver Licence	As stated	NB	262.00	
Driver Medical SCC	As stated	NB	n/a	<i>Fee set by provider</i>
Driver Medical Private	As stated	NB	n/a	<i>Fee set by provider</i>
Driver DBS Check	As stated	NB	44.00	<i>Subject to review by Criminal Records Bureau</i>
New Driver Drug Test	As stated	NB	26.60	<i>At cost</i>
Driving Licence Knowledge Re-test	As stated	NB	40.00	
Existing Driver Assessment	As stated	NB	n/a	<i>Fee set by SCC and subject to change</i>
New Driver assessment	As stated	NB	n/a	<i>Fee set by SCC and subject to change</i>
<u>Assisted Funerals under Public Health (Control of Diseases) Act 1984</u>				
Fees for undertaker and burial or cremation				
Administration fee per funeral	As stated	NB	258.00	<i>Charged at cost Up to 6 hours, anytime over 6 hours charged at £50</i>
<u>Registration of Food Premises</u>				
Single entry	As stated	NB	15.00	
Category entry	As stated	NB	79.00	
Full register	As stated	NB	316.00	
<u>The Health Protection (Local Authority Powers) Regulations 2010</u>				
Fees for undertaking disinfection or decontamination of articles or premises				
	As stated	NB	At Cost	<i>£50 per hour plus contractor costs</i>

Town Centre Regeneration Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19	Notes
			£ - p	
MARKETS				
Note: Except where stated, all stall rentals are based on frontage size plus square foot (sq. metre) per week.				
Stall Rental:				
Cannock Market Hall	As stated (see note)	E	*	* Each stall is subject to individual calculations.
Prince of Wales Market, Cannock Covered	As stated (see note)	E	*	* Each stall is subject to individual calculations.
Rugeley Market Hall	Frontage size Per Day	E	*	* Each stall is subject to individual calculations.
Rugeley Outside Stalls	Frontage size Per Day	E	*	* Each stall is subject to individual calculations.
Charity Stall - Cannock and Rugeley	Per Day	E	*	* Each stall is subject to individual calculations.
Other Charges:				
Vehicle Parking - spaces allocated and reserved for selected vehicles	Per Space Per Week	S	11.14	
Storage at all points	Per Sq Metre Per Week	E	2.23	
Electricity charges:				
Spot Lamps	Per Day	P or S	*	* Each stall is subject to individual calculations which are index-linked as notified by the supplier and included in the Service Charges.
Sockets	Per Day	P or S	*	
Water Heaters	Per Day	P or S	*	
Tubes (Extra)	Per Day	P or S	*	
<p><u>VAT (Fuel & Power Notice No.701/19)</u> Supplies of fuel and power are subject to the standard rate of vat (S) unless there is a provision for the reduced rate (P) for qualifying use. Qualifying use is for supplies to domestic and charity non-business use as well as supplies of small quantities of fuel and power known as a de-minimums supply. A de-minimums supply is one of not more than 33 kilowatt hours per day or 1,000 kilowatt hours per month</p> <p>Currently S (standard rate) = 20% P (reduced rate) = 5%</p>				

All enquires should be made to the Head of Housing & Partnerships

VAT S = standard rated - charges shown are inclusive of VAT
 ZR = zero rated - no VAT to be applied

E = exempt - no VAT to be applied
 NB = non-business - outside the scope of VAT

Leader of the Council Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



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Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>ACCESS TO INFORMATION ACT:</u>				
Copies of Agenda, Reports, Minutes and background papers	Per Copy	n/a	No charge	
Inspection of background papers	As stated	n/a	No charge	
Supply of documents to press	As stated		N/A	<i>Documents now sent by email or copies available for collection</i>
<u>REGISTER OF ELECTORS</u>				
Note: All charges are per 1,000 names on the register, except for lists of overseas electors where charges are per 100 or part thereof				<i>Full registers are available only to Government departments and other bodies, and those credit reference agencies carrying on the business of providing credit reference services The statutory fees remain unchanged</i>
<u>Sale of Registers of Electors</u>				
Purchase of the full register data	As stated	NB	20.00 plus £1.50 per 1,000	<i>Statutory fee</i>
Purchase of the full register printed	As stated	NB	10.00 plus £5.00 per 1,000	<i>Statutory fee</i>
Purchase of the edited register data	As stated	NB	20.00 plus £1.50 per 1,000	<i>Statutory fee</i>
Purchase of the edited register printed	As stated	NB	10.00 plus £5.00 per 1,000	<i>Statutory fee</i>
Purchase of the register data - overseas	As stated	NB	20.00 plus £1.50 per 100	<i>Statutory fee</i>
Purchase of the register printed - overseas	As stated	NB	10.00 plus £5.00 per 100	<i>Statutory fee</i>

Leader of the Council Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>SALE OF CIVIC REGALIA</u>				
Civic Brooches	Actual Cost	S	9.64	
Civic Ties	Actual Cost	S	4.24	
Lapel Pins	Actual Cost	S	1.55	
Civic Pens (Boxed)	Actual Cost	S	1.37	
Globes	Actual Cost	S	22.62	
Stag Head Pins (New Stock)	Actual Cost	S	4.32	
New Style Pens	Actual Cost	S	0.61	
New Style Ties	Actual Cost	S	10.00	
Civic Wine Kanalf Feuer	Actual Cost	S	7.80	
Miners Lamp Key Rings	Actual Cost	S	2.39	
Past Chairman's Consort Badges	Actual Cost	S	93.38	

VAT

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NB = non-business - outside the scope of VAT

Housing Revenue Account Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



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Housing Revenue Account Portfolio

Cannock Chase Council

Fees and Charges 2019/2020



	Basis of charge	VAT	01-Apr-19 £ - p	Notes
<u>SHELTERED HOUSING SCHEMES</u>				
<u>Use of quest bedroom:</u>				
Per person - first night	As stated	S	14.39	
Per person - additional night	As stated	S	7.25	
<u>Weekly Support Charges for Scheme</u>				
<u>Managers</u>				
St Barbara House	Per week	E	26.00	
Grace Moore Court	Per week	E	24.90	
Longford Court	Per week	E	27.30	
Caxton Court	Per week	E	21.50	
Alarm only	Per week	E	0.00	
<u>Key Fobs</u>				
Lost or additional key fob for door entry system - communal entrance flats	As stated	S	14.20	
<u>Garage Rents</u>				
Rental of council garages	Per week	S or NB	9.22	<i><u>VAT Non Business or Standard Rated</u> If garages are let to council tenants then the VAT rating is Non Business, however, Standard Rated VAT applies to non-council tenants Please note the price per week for council tenants is £9.22 for 53 weeks.</i>
Private Tenant garage	Per week	S	11.06	

VAT S = standard rated - charges shown are inclusive of VAT

E = exempt - no VAT to be applied

ZR = zero rated - no VAT to be applied

NB = non-business - outside the scope of VAT

VALUE ADDED TAX

The schedules of fees and charges indicates the V.A.T. status of individual charges. The following sets out an explanation of the V.A.T. liability in respect of the various categories.

Basically there are 4 categories for V.A.T purposes with which the supply of goods and/or services are grouped. As a general rule V.A.T. should be applied at the "Standard rate (S)" – currently 20% [fuel rate (P) – currently 5%] unless the supply falls within one of the other 3 categories, for which no V.A.T. is applied. These categories are shown as (i) to (iii) below:-

- (i) Zero Rated (ZR) - No V.A.T. to be applied to the supply of goods or services but a registered trader can reclaim tax on supplies to him which he/she incurs for the purpose of making zero rated supplies.

This is shown in the booklet by the letters "ZR". It can include food, books, sewerage and water services, banknotes, clothing and footwear.

- (ii) Exempt (E) - No V.A.T. is to be applied on the supply of goods or services and a registered trader cannot recover any tax paid on supplies to him.

This is shown in the booklet by the letter "E". It includes insurances, banking and rents.

- (iii) Non-Business (NB) - There are special rules relating to local authorities in this category in that their statutory and other non-business activities will be outside the scope of the tax and any V.A.T. falling on purchases by them for goods or services for these activities would not be deductible under the normal mechanism. In order to avoid the tax on these purchases burdening the Council Taxpayer special arrangements are made.

This is shown in the booklet by the letters "NB". For public authorities non-business items are those for which they have a statutory monopoly or are enshrined within legislation. In these cases the supplies are outside the scope of V.A.T.

To reiterate, any supplies not falling within categories (i) to (iii) above must be treated as standard-rated. These are shown in the booklet by the letter "S" and are shown inclusive of V.A.T.

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