

# FEEES AND CHARGES

## 2023/2024



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Cannock Chase District Council  
Leader Portfolio  
Fees and Charges 2023-24

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<b><u>ACCESS TO INFORMATION ACT:</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
Copies of Agenda, Reports, Minutes and background papers	No charge	NB	
Inspection of background papers	No charge	NB	
Supply of documents to press	n/a	NB	<i>Documents now sent by email or copies available for collection</i>

**REGISTER OF ELECTORS**

**Note: All charges are per 1,000 names on the register, except for lists of overseas electors where charges are per 100 or part there of**

*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*

**Sale of Registers of Electors**

Purchase of the full register data	20.00 plus £1.50 per 1,000	NB	<i>Statutory fee</i>
Purchase of the full register printed	10.00 plus £5.00 per 1,000	NB	<i>Statutory fee</i>
Purchase of the edited register data	20.00 plus £1.50 per 1,000	NB	<i>Statutory fee</i>
Purchase of the edited register printed	10.00 plus £5.00 per 1,000	NB	<i>Statutory fee</i>
Purchase of the register data - overseas	20.00 plus £1.50 per 100	NB	<i>Statutory fee</i>
Purchase of the register printed - overseas	10.00 plus £5.00 per 100	NB	<i>Statutory fee</i>

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

Cannock Chase District Council  
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<b><u>ENVIRONMENTAL CHARGES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Clean Neighbourhoods &amp; Environment Act 2005</u></b>			
Nuisance parking	100.00	NB	<i>Reduction to £75 if paid within ten days</i>
Abandoning a vehicle	200.00	NB	<i>Reduction to £150 if paid within ten days</i>
Litter fines	75.00	NB	<i>Reduction to £50 if paid within ten days</i>
Street Litter Control Notices and Litter Clearing Notices	75.00	NB	<i>Reduction to £70 if paid within ten days</i>
Unauthorised distribution of literature on designated land	75.00	NB	<i>Reduction to £50 if paid within ten days</i>
Graffiti and fly posting	75.00	NB	<i>Reduction to £50 if paid within ten days</i>
Failure to produce Authority (Waste Transfer Notes)	300.00	NB	<i>Reduction to £200 if paid within ten days</i>
Failure to furnish documentation (Waste Carrier's Licence)	300.00	NB	<i>Reduction to £250 if paid within ten days</i>
Offences in relation to waste receptacles	100.00	NB	<i>Reduction to £70 if paid within ten days</i>
Failure to nominate Key holder (within an alarm notification area) or to notify Local Authority in writing of Nominated Key holder's details	75.00	NB	<i>Reduction to £50 if paid within ten days</i>
Noise from dwellings	100.00	NB	<i>Reduction to £70 if paid within ten days</i>
Noise from Licensed Premises	500.00	NB	<i>No reduction</i>
Community Protection Notice	100.00	NB	<i>No reduction</i>
Fly Tipping	400.00	NB	<i>No reduction</i>
Public Space Protection Oder	100.00	NB	<i>No reduction</i>



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<b><u>ENVIRONMENTAL CHARGES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Continued...</u></b>			
<b><u>Environmental Searches</u></b>	85.00	NB	
<b><u>Smoke free Offences under the Health Act 2006</u></b>			
Smoking in a smoke free premises or vehicle			
Fixed Penalty Notice	50.00	NB	<i>Reduction to £30 if paid within 15 days</i>
Failure to display no smoking signs in premises or vehicle as required by law			
Fixed Penalty Notice	200.00	NB	<i>Reduction to £150 if paid within 15 days</i>
Failing to prevent smoking in a smoke free premises or vehicle			
A fine by a court not exceeding level 4	Up to £2,500	NB	
Charges associated with Seizure of Noise making equipment			
Warrant application fee	actual cost	NB	<i>Actual cost of work plus cost of officer time</i>
Hourly rate - officer time	actual cost	NB	<i>and other associated direct costs</i>
Storage of seized equipment	20.00	NB	

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<u>ENVIRONMENTAL CHARGES</u>	£ - p	VAT	<u>Notes</u>
<u>Continued...</u>			
<b><u>Miscellaneous</u></b>			
Rabies Contingency Plan:	34.00	NB	
Custody of Dogs - owner's contribution to costs (maximum 3 days)			
Control of Stray Dogs:			
Recovery of a dog from the Council's contract kennel by a dog owner			
Statutory collection fee	25.00	NB	
Cost of Dog Collection	18.00	S	
Cost of Kennelling	n/a	S	<i>Paid direct to Kennel operator by dog owner</i>
Costs associated with the seizure and Microchipping of dogs			
Hourly rate - Officer time	55.00	NB	<i>Actual cost of work plus cost of officer time and other associated direct costs</i>
<b><u>Pest Control</u></b>			
Clearance of wasps' nests	73.00	S	
Premium -Guaranteed same day	110.00		
Treatment of			
Fleas	78.00		
Bedbugs	78.00		
Ants	78.00		
Cockroaches	78.00		
Other pests	78.00		
Insect Identification visit	40.00		

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<b><u>INDUSTRIAL PLANT CHARGES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b>Environmental Protection Act - Industrial Plant LAPC &amp; LAPPC - Part 1 Authorisations</b>			<b>Fees set by DEFRA therefore are subject to change</b>
<b><u>Application Fee</u></b>			
Standard Process	1,650.00	NB	
Additional fee for operating without a permit	1,188.00	NB	
Reduced Fee Activities	155.00	NB	
PVR I & II combined	257.00	NB	
Vehicle Refinishers (VRs)	362.00	NB	
Additional fee for operating without a permit	71.00	NB	
Mobile screening and crushing plant Application	1,650.00	NB	
For the third to seventh Applications	985.00	NB	
For the eighth and subsequent Applications	498.00	NB	
Additional fee for operating without a permit	1,188.00	NB	
Combined Part B & Waste for any of the above	279.00	NB	
<b><u>Annual Subsistence Charges</u></b>			
Standard Process - LOW RISK	772.00	NB	
Standard Process - MEDIUM RISK	1,161.00	NB	
Standard Process - HIGH RISK	1,747.00	NB	
Reduced Fee Activities - LOW RISK	79.00	NB	
Reduced Fee Activities - MEDIUM RISK	158.00	NB	
Reduced Fee Activities - HIGH RISK	237.00	NB	
PVR I & II combined - LOW RISK	113.00	NB	
PVR I & II combined - MEDIUM RISK	226.00	NB	
PVR I & II combined - HIGH RISK	341.00	NB	

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<b><u>INDUSTRIAL PLANT CHARGES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Annual Subsistence Charges</u></b>			
<b><u>Continued...</u></b>			
Vehicle Refinishers - LOW RISK	228.00	NB	
Vehicle Refinishers - MEDIUM RISK	365.00	NB	
Vehicle Refinishers - HIGH RISK	548.00	NB	
Mobile screening and crushing plant - LOW RISK	626.00	NB	
Mobile screening and crushing plant - MEDIUM RISK	1,034.00	NB	
Mobile screening and crushing plant - HIGH RISK	1,551.00	NB	
For the third to seventh permits - LOW RISK	385.00	NB	
For the third to seventh permits - MEDIUM RISK	617.00	NB	
For the third to seventh permits - HIGH RISK	924.00	NB	
For the eighth and subsequent permits - LOW RISK	198.00	NB	
For the eighth and subsequent permits - MEDIUM RISK	314.00	NB	
For the eighth and subsequent permits - HIGH RISK	473.00	NB	
Part B installation subject to reporting under E-PRTR	104.00	NB	
Late payment fee	52.00	NB	
Subsistence charges where paid quarterly	38.00	NB	

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<b><u>INDUSTRIAL PLANT CHARGES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Continued...</u></b>			
<b><u>Transfer and Surrender</u></b>			
Transfer	169.00	NB	
Partial Transfer	497.00	NB	
New operator at low risk reduced fee activity	78.00	NB	
Surrender: All Part B activities	No charge	NB	
Transfer: Reduced Fee Activities	No charge	NB	
Partial Transfer: Reduced Fee Activities	47.00	NB	
Temporary First Transfer	53.00	NB	
Repeat following enforcement or warning	53.00	NB	
<b><u>Substantial Changes S10 &amp; S11</u></b>			
Standard Process	1,050.00	NB	
Standard Process - change results in new PPC activity	1,650.00	NB	
Reduced Fee activities	102.00	NB	
<b><u>Charges to General Public</u></b>			
Full copy of authorisation	115.00	S	
A4 copy of single authorisation entry	0.80	S	
<b><u>INDUSTRIAL REGULATION CHARGES</u></b>			
<b>IPPC (Part A2 installations &amp; SWIPs)</b>			
<b>Fees are set by the Secretary of State for the Environment and are subject to change</b>			
Application	3,363.00	NB	
Additional fee for operating without a permit	1,188.00	NB	
Annual Subsistence - LOW RISK	1,343.00	NB	
Annual Subsistence - MEDIUM RISK	1,507.00	NB	
Annual Subsistence - HIGH RISK	2,230.00	NB	
Late Payment Fee	52.00	NB	
Variation	1,368.00	NB	
Substantial Variation	3,363.00	NB	
Transfer	235.00	NB	
Partial Transfer	698.00	NB	
Surrender	698.00	NB	

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

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<b><u>CANNOCK &amp; RUGELEY CAR PARKING</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Continued...</u></b>			
Railway Station - Girton Road	2.00	S	
All Day	7.00	S	
One Week			
	0.90	S	
Rugeley - All car parks exc, Market Hall	1.20	S	
	130.00	S	
Rugeley - Service areas			
	£25 or £35	NB	
P.C.N. paid within 14 days	£50 or £70	NB	
P.C.N. paid within 28 days			
	15.00	S	
Parking Waivers - First Day	5.00	S	
Parking Waivers - Subsequent Days			
<b><u>BUS STATIONS</u></b>			
Departure Charge:	0.34	S	
Cannock	0.34	S	
Rugeley			

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<b><u>HUMAN RESOURCES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
Charge to organisations (i.e. insurance companies / solicitors) for salary information for employees in respect of third party claims	215.60	ZR	

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<b><u>LEGAL FEES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Disposals</u></b>			
Freehold	466.00	*	<i>Minimum charge</i>
Long Leases	593.00	*	<i>Minimum charge</i>
<b><u>New Leases</u></b>			
Starter Units	460.00	E	<i>Minimum charge</i>
Town Centre Shops	680.00	E	<i>Minimum charge</i>
Other Shops	680.00	E	<i>Minimum charge</i>
Other Premises	680.00	E	<i>Minimum charge</i>
Land	680.00	E	<i>Minimum charge</i>
Renewals of Leases	437.00	E	
<b><u>Miscellaneous</u></b>			
Licences to Occupy	472.50	E	
Right of Way Easements and Deeds of Grant	367.50	E	
Licences to Assign	472.50	E	
Licences to alter premises	472.50	E	
Licences to underlet	472.50	E	
Deed of Assignment	609.00	E	
Deed of Consent	367.50	E	

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<u>Miscellaneous</u>	£ - p	VAT	<u>Notes</u>
<u>Continued...</u>			
Deed of Variation	367.50	E	
Deed of Release	248.50	E	<i>Negotiated price</i>
Authorised Guarantee Agreements	336.00	E	
Receipt of Notice: Assignment / Transfer / Mortgage	52.50	NB	
Letter of Postponement	90.00	NB	<i>Not charged on original sale</i>
Agreements made in accordance with Section 106 of the Town & Country Planning Act 1990:-	1,118.25	S	<i>Minimum Charge (charges in excess at £175.00 per hour)</i>
New Agreement	1,118.25	S	
Deed of Variation	594.00	S	
Householder Application	446.00	S	
Checking Unilateral Undertaking	446.00	S	
Residential SAC Unilateral Undertaking	170.00	S	
Additional Cost Per Hour	206.00	S	
Agreements made in respect of Open Spaces under various legislation	509.00	NB	
Road Closure orders: Temporary	341.25	S	<i>* Minimum actual cost</i>
Grant of consent under Right to Buy transfer / lease	123.00	NB	
Formal Documents: Photocopying of Document	13.40	S	<i>Subject to variation at the discretion of the Legal Services Manager</i>
Compulsory Purchase on behalf of Private Persons		S	<i>Negotiated price</i>
Responding to Leaseholder Sale Enquiries	232.00	S	<i>Unless otherwise specified in Lease</i>
Legal Information and Confirmation	63.00	NB	<i>Minimum charge</i>

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<b><u>LEGAL FEES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Type of Licence</u></b>			
Use of Council's land to gain pedestrian access to private dwelling, garage, etc.	25.00	NB	
Use of Council's land to gain vehicular access to private dwelling, garage, etc.	113.00	NB	
Use of the Council's land abutting the highway for the purpose of cultivation	8.00	NB	
Use of other Council land for the purpose of cultivation	26.00	NB	
Use of Council land incorporated into private gardens at the Council's suggestion for the purposes of cultivation	7.95	NB	
Use of the Council's land for the erection of a private garage and / or other outbuilding	69.63	NB	
Use of the Council's land for the siting of a garage and vehicular access to the garage site	168.00	NB	
Use of the Council's land for other miscellaneous purposes	168.00	NB	<i>* Rental set by Head of Economic Prosperity</i>
<b><u>Miscellaneous</u></b>			
Initial deposits on the sale of land to private self-builders or developers	667.00	E	<i>The deposit is retained if the sale does not proceed to defray expenses.</i>

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<b><u>LOCAL LAND CHARGES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
			<i>Subject to variation at the discretion of the Proper Officer for Local Land Charges, Cannock Chase District Council</i>
<b><u>Standard Search</u></b>			
Certificate of Register Fee - LLC1			
Individual Residential Properties	33.00	NB	<i>LLCI Not Vatable</i>
Industrial and Commercial Properties	51.00	NB	<i>LLCI Not Vatable</i>
Standard Enquiry Fee - CON29			
Individual Residential Properties	74.40	S	<i>VAT Now Included - w.e.f 01.04.17</i>
Industrial and Commercial Properties	148.80	S	<i>VAT Now Included - w.e.f 01.04.17</i>
			<i>Now Split between Vatable and Non Business</i>
<b><u>Full Search - LLC1 and CON29</u></b>			
Individual Residential Properties	107.40		
LLCI	33.00	NB	<i>Now Split between Vatable and Non Business</i>
CON29	47.40	S	
Industrial and Commercial Properties	199.80		
LLCI	51.00	NB	<i>VAT Now Included - w.e.f 01.04.17</i>
CON29	148.80	S	<i>VAT Now Included - w.e.f 01.04.17</i>
<b><u>More than one property on search - (parcel of land)</u></b>			
Individual Residential Properties	38.40	S	<i>Additional administration charge of £21 applies if requested separately to CON29R</i>
Industrial and Commercial Properties	88.20	S	<i>VAT NOW INCLUDED</i>
<b><u>Additional Questions</u></b>			
Fee in respect of printed routine questions as set out in standard search	6.48	S	
Admin Charge if requested separately	21.60	S	
Each additional question set by applicant	P.O.A	S	
<b><u>Other</u></b>			
Any questions received in connection with Local Land Charge Searches falling outside those above	**	S	<i>** As determined by the Proper Officer for Local Land Charges</i>

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

**Sale of Radar Keys for access**

Disabled Toilets	4.20	ZR
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<b><u>CIVIC SUITE</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Hire of Council Chamber</u></b>			
Hire of Council Chamber	32.00	E	<i>Per Hour Mon - Fri</i>
Hire of Committee Room	15.10	E	<i>Weekends</i>
<b><u>Hire of Ballroom</u></b>			
Seminars / Trade Exhibitions / Commercial	57.70	E	<i>Over 6 Hours Mon - Fri</i>
	66.30	E	<i>Over 6 Hours Weekends</i>
Seminars / Trade Exhibitions / Commercial	400.20	E	
	465.20	E	
Bar End of Ballroom	27.00	E	
<b><u>Additional Charges</u></b>			
Booking Fee	66.50	E	<i>Over 6 Hours Mon - Fri</i>
	80.20	E	<i>Over 6 Hours Weekends</i>
Deposit - room only	1hr room hire	E	
<b><u>Hire of Facilities beyond 8pm</u></b>			
Beyond 8pm Mon - Thurs	33.90	E	<i>One off charges to cover costs of key holder</i>
Beyond 7.30pm Friday	33.90	E	<i>services</i>
Weekend	33.90	E	

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**MARKETS**

**£ - p      VAT      Notes**

Note: Except where stated, all stall rentals are based on frontage size plus square foot (sq. meter) per week

Stall Rental:

Prince of Wales Market, Cannock Covered	*	E	<i>*Each stall is subject to individual calculations.</i>
Rugeley Market Hall	*	E	<i>*Each stall is subject to individual calculations.</i>
Rugeley Outside Stalls	*	E	<i>Rugeley Outside Market licensed to and operated by a third party</i>

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<b><u>MOTOR VEHICLES INSPECTION AND TESTING</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Inspection of Vehicles under 12 months old and less than 20,000 recorded mileage:</u></b>			
Initial Inspection	63.00	S	<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	47.50	S	
<b><u>Inspection of vehicles over 12 months old</u></b>			
Inspection at Hawks Green Depot			
Initial Inspection	209.00	S	<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	47.50	S	
Inspection at private garage other than Hawks Green Depot			
Initial Inspection	308.50	S	
Re-test	150.00	S	
<b><u>MOT testing of any motor vehicles</u></b>			
MOT testing of any motor vehicles	45.00	NB	
Re-test	22.50	NB	



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Community Engagement, Health and Wellbeing Portfolio  
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Cannock Chase District Council  
Community Engagement, Health and Wellbeing Portfolio  
Fees and Charges 2023-24

<u>GENERAL LICENSING</u>	£ - p	VAT	<u>Notes</u>
<b><u>General:</u></b>			
<b>Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018</b>			
Full Licence			
Fee on application (Part A)	341.00	NB	<i>Plus Vet's fees where appropriate</i>
Fee on Grant (Part B)	110.00	NB	
Light Touch Application			
Fee on Application (Part A)	189.00	NB	
Fee on Grant (Part B)	89.00	NB	
Fee for inspections relating to Appeals and Re-rating requests	180.00	NB	
Variation Application	136.50	NB	
Dangerous Wild Animals Licence	294.00	NB	<i>Plus Vets' fees</i>
Acupuncture, Tattooing, Ear Piercing, Electrolysis etc.	160.00	NB	
Tattooists, Ear Piercers, Electrolysis Personal Licence	68.00	NB	
<b><u>Scrap Metal Dealers Act 2013</u></b>			
<b><u>Licences:</u></b>			
Scrap Metal Site Licence:			
Grant	700.00	NB	
Renewal	700.00	NB	
Variation	200.00	NB	
Additional Site	200.00	NB	
Name Change	58.00	NB	
Change of Site	58.00	NB	
Scrap Metal Collectors Licence:			
Grant	294.00	NB	
Renewal	294.00	NB	
Variation	200.00	NB	
Name Change	58.00	NB	

Cannock Chase District Council  
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<b><u>GENERAL LICENSING</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Continued...</u></b>			
<b><u>Policing and Crime Act 2009</u></b>			
<b><u>Sex Establishment Licences</u></b>			
Application Fee	1,380.00	NB	
Fee on Grant of Licence	168.00	NB	
Application for Renewal of Licence	1,380.00	NB	
Fee on Grant of Renewal	168.00	NB	
Transfer of Licence	168.00	NB	
<b><u>Sexual Entertainment Venues</u></b>			
Application for Grant	1,380.00	NB	<i>Sexual Entertainment Venues Licences subject to adoption of relevant provisions of Schedule 3 to the Local Government (Miscellaneous Provisions) Act 1982 (as amended by Section 27 of the Policing and Crime Act 2009)</i>
Fee on Grant of Licence	168.00	NB	
Application for Renewal of Licence	1,380.00	NB	
Fee on Grant of Renewal	168.00	NB	
Transfer of Licence	168.00	NB	
<b><u>Street Trading</u></b>			
Vendors sited on Private Land	325.50	NB	<i>Annual only</i>
Vendors travelling the District	325.50	NB	<i>To be issued in minimum quota of 4 days</i>
Highway Land (Lay-bys)	325.50	NB	<i>All days to be used within 30 days of first consent</i>
Town Centre	31.50	NB	
Town Centre	2,400.00	NB	
Fee on Application	870.00	NB	
Fee on Grant	1,540.00	NB	
Trunk Road	2,400.00	NB	
Fee on Application	870.00	NB	
Fee on Grant	1,540.00	NB	

Cannock Chase District Council  
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<b><u>ENTERTAINMENT LICENSING</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Licensing Act 2003 Fees</u></b>			
<b><u>Personal Licence</u></b>			
First Application	37.00	NB	<i>Statutory Fee</i>
Application for copy of licence on theft, loss etc. of personal licence	10.50	NB	<i>Statutory Fee</i>
Notification of change of name or address	10.50	NB	<i>Statutory Fee</i>
<b><u>Premises Licence</u></b>			
Main Application Fee - Band A	100.00	NB	<i>Statutory Fee</i>
Main Application Fee - Band B	190.00	NB	<i>Statutory Fee</i>
Main Application Fee - Band C	315.00	NB	<i>Statutory Fee</i>
Main Application Fee - Band D	450.00	NB	<i>Statutory Fee</i>
Main Application Fee - Band E	635.00	NB	<i>Statutory Fee</i>
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	900.00	NB	<i>Statutory Fee</i>
	1,905.00	NB	<i>Statutory Fee</i>
Main Annual Charge - Band A	70.00	NB	<i>Statutory Fee</i>
Main Annual Charge - Band B	180.00	NB	<i>Statutory Fee</i>
Main Annual Charge - Band C	295.00	NB	<i>Statutory Fee</i>
Main Annual Charge - Band D	320.00	NB	<i>Statutory Fee</i>
Main Annual Charge - Band E	350.00	NB	<i>Statutory Fee</i>
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	640.00	NB	<i>Statutory Fee</i>
	1,050.00	NB	<i>Statutory Fee</i>
Minor variation to Premises Licence	89.00	NB	<i>Statutory Fee</i>
Notification of change of name or address (holder of Premises Licence)	10.50	NB	<i>Statutory Fee</i>

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

Cannock Chase District Council  
Community Engagement, Health and Wellbeing Portfolio  
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**ENTERTAINMENT LICENSING**

£ - p

VAT

**Notes**

**Continued...**

**Gambling Act 2005 Premises**

**Licences - Applicable from**

**Bingo Premises Licence**

New Application	2,800.00	NB	<i>Statutory Fee</i>
Annual Fee	800.00	NB	<i>Statutory Fee</i>
Application to vary licence	1,400.00	NB	<i>Statutory Fee</i>
Application to transfer licence	960.00	NB	<i>Statutory Fee</i>
Application for reinstatement	960.00	NB	<i>Statutory Fee</i>
Application for provisional statement	2,800.00	NB	<i>Statutory Fee</i>
Licence Application (Provisional Statement holders)	960.00	NB	<i>Statutory Fee</i>

**Betting Premises (Excluding Tracks)**

New Application	2,400.00	NB	<i>Statutory Fee</i>
Annual Fee	480.00	NB	<i>Statutory Fee</i>
Application to vary licence	1,200.00	NB	<i>Statutory Fee</i>
Application to transfer licence	960.00	NB	<i>Statutory Fee</i>
Application for reinstatement	960.00	NB	<i>Statutory Fee</i>
Application for provisional statement	2,400.00	NB	<i>Statutory Fee</i>
Licence Application (Provisional Statement holders)	960.00	NB	<i>Statutory Fee</i>

**Track Premises Licence**

New Application	2,000.00	NB	<i>Statutory Fee</i>
Annual Fee	800.00	NB	<i>Statutory Fee</i>
Application to vary licence	1,000.00	NB	<i>Statutory Fee</i>
Application to transfer licence	760.00	NB	<i>Statutory Fee</i>
Application for reinstatement	760.00	NB	<i>Statutory Fee</i>
Application for provisional statement	2,000.00	NB	<i>Statutory Fee</i>
Licence Application (Provisional Statement holders)	760.00	NB	<i>Statutory Fee</i>

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

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



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<b><u>VEHICLE LICENSING</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Vehicle Licences</u></b>			<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	60.00	NB	
Missed test appointment without 24 hour notice	60.00		
Vehicle re-test (where vehicle fails to meet the council's pre-determined standards	15.00	NB	
Hackney Carriage Proprietor (Inc. Test and Plates)	320.00	NB	
Private Hire Vehicle (Inc. Test and Plates)	320.00	NB	
Private Hire Operator 5 year Licence			
1 - 5 vehicles	340.00	NB	
6 - 15 vehicles	680.00	NB	
Over 15 vehicles	890.00	NB	

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<b><u>VEHICLE LICENSING</u></b>	<b>£ - p</b>	<b><u>Notes</u></b>
<b><u>Continued...</u></b>		
<b><u>Drivers' Licences</u></b>		
Hackney Carriage and Private Hire		
One Year Dual Driver Licence	129.00	NB
Three Year Driver Licence	262.00	NB
Driver Medical SCC	n/a	NB <i>Fee set by provider</i>
Driver Medical Private	n/a	NB <i>Fee set by provider</i>
Driver DBS Check	40.00	NB <i>Subject to review by Criminal Records Bureau</i>
New Driver Drug Test	26.60	NB <i>At cost</i>
Driving Licence Knowledge Re-test	40.00	NB
Existing Driver Assessment	n/a	NB <i>Fee set by SCC and subject to change</i>
New Driver assessment	n/a	NB <i>Fee set by SCC and subject to change</i>
<b><u>Assisted Funerals under Public Health (Control of Diseases) Act 1984</u></b>		
Fees for undertaker and burial or cremation		<i>Charged at cost</i>
Administration fee per funeral	283.50	NB <i>Up to 6 hours, anytime over 6 hours charged at £50</i>
<b><u>Registration of Food Premises</u></b>		
Single entry	16.30	NB
Category entry	84.00	NB
Full register	341.00	NB
<b><u>Reinspection or revisit of Food Business</u></b>		
Reinspection or revisit of Food Business under FHRS where no statutory requirement to provide this service	200.00	NB
<b><u>The Health Protection (Local Authority Powers) Regulations 2010</u></b>		
Fees for undertaking disinfection or decontamination of articles or premises	At Cost	NB <i>£50 per hour plus contractor costs</i>
<b><u>Civil Proceedings</u></b>		
Provision of factual statement under Section 28(a) Health & Safety At Work etc. Act 1974 or in relation to any other legislation	200.00	NB

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<b><u>PARK ACTIVITIES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Tennis</u></b>			
Per Court - Adult	0.00	S	<i>Subject to unconfirmed charges</i>
Per Court - Junior	0.00	S	<i>2023-24</i>
<i><u>VAT - Exempt or Standard rated</u></i>			
<b><u>Football Pitches</u></b>			
<i>The letting of facilities for playing any sport or for taking part in any physical recreation is normally standard rated for VAT purposes.</i>			
Adult Club Lettings:			
with facilities	1,308.00	E or S	<i>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>
without facilities	653.80	E or S	
Junior Club Lettings:			
with facilities	641.30	E or S	
without facilities	326.10	E or S	
Adult Occasional Lettings:			<i>Where charges are shown with a VAT indicator of "E or S" the charge shown includes VAT.</i>
with facilities	155.40	S	
without facilities	78.80	S	
<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.</i>			
Junior Occasional Lettings:			
with facilities	77.70	S	
without facilities	38.90	S	
Equipment Deposit	12.90	S	<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>
Administration Charge	152.00	E or S	<i>Non payment of fees will incur a surcharge</i>
<b><u>Hire of Parks and Open Space</u></b>			
Hire of Parks and Open Space for events/funfairs etc.	369.40	E	<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 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.	183.30	E	
Occasional hire of Parks and Open Spaces	25.00	E	
Reinstatement	Actual Cost		
Litter/debris left on site	Actual Cost		
<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**

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<b><u>CEMETERIES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Purchase and interment fees for burials</u></b>			
Purchase of grave space including first topping up and grassing	968.00	NB	<i>All burial fees are multiplied by two 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	0.00	NB	
Excavation of grave for one including interment	391.50	NB	<i>Exempt if the fees is for a reopen, the deceased has moved out of the area within two years the deceased has moved out of the district to a nursing home within five years</i>
Excavation of grave for two including first interment	776.00	NB	
Excavation of grave for three including first interment	1,170.00	NB	
Re-open of purchased grave including interment	646.50	NB	<i>The deceased has moved out of the district but still owns a property and pays Council tax to the authority. All fees relating to a child's interment</i>
Failure to provide documentation 48 hrs before a burial	68.30	NB	
Large coffins:-			
Coffins over 6'8" in length	80.30	NB	
Coffins over 28" wide	80.30	NB	
<b><u>Purchase and Interment fees for cremated remains</u></b>			
Purchase of cremated remains plot	480.50	NB	
Excavation of grave for cremated remains including interment	262.00	NB	
Re-open of purchased grave for cremated remains including interment	262.00	NB	
Excavation and interment of cremated remains plot for a child	0.00	NB	
Purchase of a grave space for cremated remains	970.00	NB	
Scattering of cremated remains	105.50	NB	
Interment in public grave	480.50	NB	
<b><u>Walled graves, vaults and American style caskets</u></b>			
Purchase of grave space	1,494.00	NB	
Excavation of grave for one including interment	600.00	NB	
Excavation of grave for two including interment	900.00	NB	
Excavation of grave for three including interment	1,160.00	NB	
<b><u>Exhumations</u></b>			
Burial	Actual Cost	S	
Cremated remains	Actual Cost	S	

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<u>CEMETERIES</u>	£ - p	VAT	<u>Notes</u>
<u>Continued...</u>			
<b><u>Memorials</u></b>			
Headstone or other approved memorial	267.60	S	<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	180.00	S	
Stone vase	143.40	S	
Additional inscription	110.40	S	
Additional premium on all Memorial work	22.10	S	
<b><u>Miscellaneous Charges</u></b>			
Transfer of Exclusive Right of Burial	84.00	NB	
Extension of Exclusive Right of Burial for 30 years	280.00	NB	<i>Residents must contact the Council prior to existing one running out</i>
Searches of Burial Records (members of the public)	15.20	NB	<i>Fee applicable to members of the public only. Fee to be paid in advance</i>
Supply and install approved memorial bench including plaque	Actual Cost	S	
Supply plaque to Communal Memorial Bench	137.50	S	
Lease of a memorial tree for ten years	421.10	S	
Supply Memorial Plaque to existing Memorial Tree	114.50	S	
<b><u>Maintenance of Graves</u></b>			
Clean, provide top soil and top up	91.90	S	
Provide and lay turf	46.20	S	
Maintain soiled or turfed grave	128.50	S	
Maintain and plant once per year	183.60	S	
Maintain and plant twice per year	235.10	S	

Cannock Chase District Council  
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<b><u>OUTDOOR LEISURE FACILITIES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Hazel Slade Nature Reserve and Milking Brook - Fishing Rights</u></b>			
7 Day Fishing Permits			<i>This service is only available electronically</i>
Adult	47.00	S	
Junior	20.60	S	
5 Day Fishing Permits			
Adult	24.20	S	
Junior	13.90	S	
Winter Fishing Permits Milking Brook 1 October to 31 March	15.80	S	
<b><u>ALLOTMENTS</u></b>			
<b><u>Without Services</u></b>			
Basic charge per square metre	0.223	E	
<b><u>With Services</u></b>			
Basic charge per square metre	0.297	E	
Basic charge per square metre:			
Rumerhill	0.422	E	
Ravenhill	0.257	E	

Cannock Chase District Council  
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<u>PRIVATE SECTOR HOUSING</u>	£ - p	VAT	<u>Notes</u>
<b><u>Works in Default</u></b>	Actual cost	NB	<i>Actual cost of work plus cost of officer time and other associated direct costs</i>
<b><u>Enforcement action - Section 49 of Part I, of the Housing Act 2004</u></b>	55.00	NB	<i>Actual cost of officer time and other associated direct costs</i>
<b><u>Park Home Licence Fees:</u></b>			
Application	320.00	NB	
Transfer / Amendment	171.00	NB	
Annual Licence:-			
2 - 10 Units	160.00	NB	
11 - 30 Units	215.00	NB	
More than 30 Units	245.00	NB	
Enforcement Action (hourly rate)	55.00	NB	
Deposit of Rules	131.00	NB	
<b><u>Non statutory housing inspections</u></b>	110.00	S	
<b><u>Houses in Multiple Occupations</u></b>			
5 Year Licence			
Application fee			
Subsistence element	580.00	NB	<i>Total £910 collected as a single fee when application made - subsistence element refunded if application refused</i>
Total Fee (payable at time of application)	330.00	NB	
	910.00	NB	
<i>Commence with effect from 1st Jan 2019</i>			
Licence Renewal			
Application Fee			
Subsistence element	540.00	NB	
Total Fee (payable at time of application)	330.00	NB	
	870.00	NB	



Cannock Chase District Council  
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<b><u>PLANNING APPLICATIONS</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
Planning Application Fees	National Scope	NB	<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>
<b><u>Pre-Application Fees (major apps)</u></b>			
10-49 dwellings or 1,000-2,999sq metres	1,000.00	S	
50-199 dwellings or 3,000-9,999sq metres	2,000.00	S	
200+ dwellings or 10,000+ sq metres	4,000.00	S	
<b><u>Community Infrastructure Levy (CIL):-</u></b>			
Food stores over 280sqm and all out of town retail developments	82.24	E	<i>With effect from 1st January 2018</i>
Market housing development (excluding specialist retirement housing)	54.83	E	
<b><u>Paper Copies of Plans</u></b>			
Size A0	2.00	S	<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	2.00	S	
Size A2	2.00	S	
Size A3	2.00	S	
Size A4	2.00	S	
Lamination	3.60	S	
<b><u>PROVISION OF INFORMATION</u></b>			
<b><u>Supply Of Copy Planning Decision</u></b>			
<b><u>Notices:</u></b>			
Across the counter	0.50	S	
Through the post	0.50	S	<i>Plus postage</i>
<b><u>Supply of Copies of Drawings</u></b>			
<b><u>(Larger than A4)</u></b>			
Across the counter	1.80	S	
Through the post	1.80	S	<i>Plus postage</i>
<b><u>Supply of Copies - Other documents</u></b>			
<b><u>(Size A4 or less)</u></b>			
<b><u>Including Public Inquiry Documents</u></b>			
Across the counter	0.50	S	
Through the post	0.50	S	<i>Plus postage</i>

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<b><u>PROVISION OF INFORMATION</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Continued....</u></b>			
<b><u>Supply of weekly list of planning applications</u></b>			
received to commercial organisations	330.00	S	
Individual weekly copy	10.00	S	
<b><u>Supply of information relating to planning history</u></b>	105.00	S	
<b><u>Supply of Various Information Leaflets</u></b>	No Charge	NB	
<b><u>District Wide Local Plan</u></b>			
- non residents	64.89	ZR	
- residents	32.45	ZR	
<b><u>Sale of Publications</u></b>			
Local Development Scheme	15.91	ZR	
Conservation Area Appraisals	15.91	ZR	
Protocol for Validation of Planning Applications	15.91	ZR	
Supplementary Planning Documents (SPDs)	15.91	ZR	
All Supplementary Planning Guidance (SPG)	15.91	ZR	
Annual Monitoring Report (AMR)	15.91	ZR	
Annual Strategic Housing Land Availability Assessment (SHLAA)	37.80	ZR	
<b><u>HIGH HEDGE INVESTIGATION COMPLAINTS</u></b>	486.68	NB	<i>Charge relates to Part 8 of the Anti-Social Behaviour Act 2003</i>

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<b><u>BUILDING CONTROL</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
Building Control Application Charges	n/a	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	n/a	NB	<i>Information can be obtained from the Council's website by entering "Building Control Fees"</i>
Supply of Information Relating to Building Control History from 1988 to present day	n/a	NB	<i>Now free of charge in line with Environmental Information Regulations</i>
Supply of copy of Building Regulation Decision Notices and Completion Certificates where the application reference is provided at the time of the request from 1993 to the present day	13.36	S	
Supply of copy of Building Regulation Decision Notices where the application reference is provided at the time of the request for files from 1985 to 1992	29.68	S	
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	154.76	S	
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.	74.20	S	

Cannock Chase District Council  
 District Development Portfolio  
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<u>BUILDING CONTROL</u>	£ - p	VAT	<u>Notes</u>
<u>Continued...</u>			
Written response confirming building work is exempt from the requirements of the Building Regulations	36.00	S	
Plan Printing Charges - Black & White			
A4	0.38	S	
A3	1.80	S	
A2	2.54	S	
A1	2.75	S	
A0	3.28	S	
Plan Printing Charges - Colour			
A4	0.59	S	
A3	1.93	S	
A2	3.18	S	
A1	3.39	S	
A0	3.97	S	

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<b><u>SHELTERED HOUSING SCHEMES</u></b>	<b>£ - p</b>	<b>VAT</b>	<b><u>Notes</u></b>
<b><u>Use of guest bedroom:</u></b>			
Per person - first night	16.30	S	
Per person - additional night	8.09	S	
<b><u>Weekly Support Charges for Scheme</u></b>			
<b><u>Managers</u></b>			
St Barbara House	29.44	E	
Grace Moore Court	28.55	E	
Longford Court	29.61	E	
Caxton Court	25.01	E	
<b><u>Key Fobs</u></b>			
Lost or additional key fob for door entry system - communal entrance flats	14.90	S	
<b><u>Garage Rents</u></b>			
Rental of council garages	10.50	S or NB	
Private Tenant garage plus vat	12.60	S	
			<i><u>VAT Non Business or Standard Rated</u></i>
			<i>If garages are let to council tenants then the VAT rating is Non Business, however, Standard Rated VAT applies to non-council tenants</i>
			<i>Please note the price per week for council tenants is £10.50 or 52 weeks.</i>

## 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 (Z) 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 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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