

**DEVELOPMENT CONTROL COMMITTEE**

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2024-25 £	2025-26 £	%age increase	£ increase	Externally Set	Notes	Explanation regarding the recommended level of charge
<b>1</b>	<b>BUILDING CONTROL &amp; PLANNING - COMMON CHARGES</b>										
	<b>1.1 PLANNING AND BUILDING CONTROL FEES</b>										
(a)	Statutory Charge set by Central Government and Local Authorities								X		
	<b>1.2 BUILDING AND PLANNING RECORDS SEARCH</b>										
(a)	Domestic development enquiries	N	40001 9356	Each enquiry	60.00	70.00	16.67%	10.00		Relating to all chargeable enquiries; for example, Permitted Development right check, lawful use check, and planning permission check.	£10 increase in an attempt to recover more of the costs associated in providing this service.
(b)	Commercial development enquiries	N	40001 9356	Each enquiry	95.00	110.00	15.79%	15.00		Relating to all chargeable enquiries; for example, Permitted Development right check, lawful use check, and checks relating to planning permission.	£15 increase in an attempt to recover more of the costs associated in providing this service.
	Section 106 and / or Tree Preservation Order document request and / or document enquiry.	N	40001 9356	Per hour	60.00	70.00	16.67%	10.00		Relating to S106 and / or TPO documentation requests or checks associated to S106 documentation; for example checking whether S106 obligations have been complied with.	£10 increase in an attempt to recover more of the costs associated in providing this service.
	Tree Preservation Order or Conservation Area Enquiry (i.e. is my property is a Conservation Area or do I have trees subject to a Tree Preservation Order).	N	40001 9356	Each enquiry	20.00	25.00	25.00%	5.00		Only charged if information can ordinarily be obtained by customer without LA assistance.	£5 increase in an attempt to recover more of the costs associated in providing this service.
	<b>1.3 COPY OF PLANS, DOCUMENTS &amp; DECISIONS**</b>										
	If the total charge (at the rates below) does not exceed £3.00 then no charge will made to provide the requested copies.										
(a)	A4 size (black and white) per sheet*	N	40001 9206	Each	3.00	3.00	0.00%	0.00			Fee consistent with last years fee.
(b)	A4 size (colour) per sheet*	N	40001 9206	Each	3.00	3.00	0.00%	0.00			Fee consistent with last years fee.
(c)	A3 size (black and white) per sheet*	N	40001 9206	Each	3.00	3.00	0.00%	0.00			Fee consistent with last years fee.
(d)	A3 size (colour) per sheet*	N	40001 9206	Each	3.00	3.00	0.00%	0.00			Fee consistent with last years fee.
(e)	A2 size per sheet	N	40001 9206	Each	10.00	10.00	0.00%	0.00			Fee consistent with last years fee.
(f)	A1 per sheet	N	40001 9206	Each	10.00	10.00	0.00%	0.00			Fee consistent with last years fee.
(g)	A0 per sheet	N	40001 9206	Each	10.00	10.00	0.00%	0.00			Fee consistent with last years fee.
	<b>1.4 PRE APPLICATION CHARGES</b>										
	Written Householder Advice – small scale extensions to one house or a single flat; small scale development within the curtilage of the property. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	130.00	200.00	53.85%	70.00			£70 increase in an attempt to recover more of the costs associated in providing this service.
	Written Householder Advice (where heritage or arboricultural advice is required) – small scale extensions to one house or a single flat; small scale development within the curtilage of the property. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	180.00	260.00	44.44%	80.00		Please note that if both heritage and arboricultural advice is required an additional £60 charge will apply. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£80 increase in an attempt to recover more of the costs associated in providing this service.

	Small scale development advice (commercial) - Small scale extensions / alterations to commercial or similar premises, below 100 m2. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	205.00	225.00	9.76%	20.00			£20 increase in an attempt to recover more of the costs associated in providing this service.
	Small scale development advice (commercial) (where heritage or arboricultural advice is required) - Small scale extensions / alterations to commercial or similar premises, below 100 m2. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	255.00	285.00	11.76%	30.00		Please note that if both heritage and arboricultural advice is required an additional £60 charge will apply. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£30 increase in an attempt to recover more of the costs associated in providing this service.
	Small to Medium scale development advice (commercial) - small to medium scale extensions / alterations to commercial or similar premises, between 100 and 499 m2. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	320.00	350.00	9.38%	30.00			£30 increase in an attempt to recover more of the costs associated in providing this service.
	Small to Medium scale development advice (commercial) (where heritage or arboricultural advice is required) - small to medium scale extensions / alterations to commercial or similar premises, between 100 and 499 m2. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	370.00	410.00	10.81%	40.00		Please note that if both heritage and arboricultural advice is required an additional £60 charge will apply. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£40 increase in an attempt to recover more of the costs associated in providing this service.
	Medium scale development advice (commercial) - medium scale extensions / alterations to commercial or similar premises, between 500 and 999 m2. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	900.00	1,000.00	11.11%	100.00			£100 increase in an attempt to recover more of the costs associated in providing this service.
	Medium scale development advice (commercial) (where heritage or arboricultural advice is required) - medium scale extensions / alterations to commercial or similar premises, between 500 and 999 m2. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	1,000.00	1,100.00	10.00%	100.00		Please note that if both heritage and arboricultural advice is required an additional £100 charge will apply. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£100 increase in an attempt to recover more of the costs associated in providing this service.
	Larger scale development advice (commercial) - larger scale extensions / alterations to commercial or similar premises, over 1,000 m2. Does not include a site visit or meeting.	N	40001 9356-9395	Each enquiry	2,000.00	2,200.00	10.00%	200.00			£200 increase in an attempt to recover more of the costs associated in providing this service.
	Larger scale development advice (commercial) (where heritage or arboricultural advice is required) - larger scale extensions / alterations to commercial or similar premises, over 1,000 m2. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	2,100.00	2,300.00	9.52%	200.00		Please note that if both heritage and arboricultural advice is required an additional £100 charge will apply. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£200 increase in an attempt to recover more of the costs associated in providing this service.
	Advertising related advice - relates to all advertising proposals. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	300.00	400.00	33.33%	100.00		Please note that if heritage and arboricultural advice is required an additional £60 charge will apply for each discipline involved. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£100 increase in an attempt to recover more of the costs associated in providing this service.
	Changes of use not relating to residential development or commercial floorspace. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	300.00	500.00	66.67%	200.00		Please note that if heritage and arboricultural advice is required an additional £60 charge will apply for each discipline involved. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£200 increase in an attempt to recover more of the costs associated in providing this service.

		Telecommunications equipment and apparatus advice. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	300.00	500.00	66.67%	200.00	Please note that if heritage and arboricultural advice is required an additional £60 charge will apply for each discipline involved. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£200 increase in an attempt to recover more of the costs associated in providing this service.
(a)	New Residential Unit Enquiries (including if permission is required)										
		1-3 new dwellings. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	500.00	600.00	20.00%	100.00		£100 increase in an attempt to recover more of the costs associated in providing this service.
		1- 3 new dwellings (where heritage or arboricultural advice is required)	N	40001 9395	Each enquiry	600.00	700.00	16.67%	100.00	Please note that if both heritage and arboricultural advice is required an additional £100 charge will apply. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£100 increase in an attempt to recover more of the costs associated in providing this service.
		4-9 new dwellings. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	1,000.00	1,100.00	10.00%	100.00		£100 increase in an attempt to recover more of the costs associated in providing this service.
		4-9 new dwellings (where heritage or arboricultural advice is required). Does not include a site visit or meeting.	N	40001 9395	Each enquiry	1,100.00	1,200.00	9.09%	100.00	Please note that if both heritage and arboricultural advice is required an additional £100 charge will apply. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£100 increase in an attempt to recover more of the costs associated in providing this service.
		10-49 new dwellings. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	2000.00	2,250.00	12.50%	250.00		£250 increase in an attempt to recover more of the costs associated in providing this service.
		10-49 new dwellings (where heritage or arboricultural advice is required). Does not include a site visit or meeting.	N	40001 9395	Each enquiry	2100.00	2,400.00	14.29%	300.00	Please note that if both heritage and arboricultural advice is required an additional £150 charge will apply. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£300 increase in an attempt to recover more of the costs associated in providing this service.
		50-199 new dwellings. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	3200.00	3,500.00	9.38%	300.00		£300 increase in an attempt to recover more of the costs associated in providing this service.
		50-199 new dwellings (where heritage or arboricultural advice is required). Does not include a site visit or meeting.	N	40001 9395	Each enquiry	3400.00	3,700.00	8.82%	300.00	Please note that if both heritage and arboricultural advice is required an additional £200 charge will apply. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£300 increase in an attempt to recover more of the costs associated in providing this service.
		200-399 new dwellings. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	4500.00	5,000.00	11.11%	500.00		£500 increase in an attempt to recover more of the costs associated in providing this service.
		200-399 new dwellings (where heritage or arboricultural advice is required). Does not include a site visit or meeting.	N	40001 9395	Each enquiry	4700.00	5,250.00	11.70%	550.00	Please note that if both heritage and arboricultural advice is required an additional £250 charge will apply. Does not include a site visit or meeting. Additional charges will apply if sites visits are required.	£550 increase in an attempt to recover more of the costs associated in providing this service.
		400 - 799 new dwellings. Does not include a site visit or meeting.	N	40001 9395	Each enquiry	5500.00	6,500.00	18.18%	1,000.00		£1000 increase in an attempt to recover more of the costs associated in providing this service.




- VAT Key  
I Inclusive of VAT  
E Exempt from VAT  
N Non Business Activity  
Z Zero-rated VAT

POLICY FINANCE AND DEVELOPMENT COMMITTEE

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2024-25 £	2025-26 £	2025-26 Expected Volume	2025-26 Expected Income £	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
<b>2</b>	<b>LICENCES</b>											OWBC fees have been benchmarked across the county for taxis and operators and we are higher, therefore do not propose any inflationary increase
	<b>2.1 HACKNEY CARRIAGE AND PRIVATE HIRE CARS</b>											
(a)	Driver's Licence - Private Hire and Hackney Carriage* one Year - renewal only	N	42001 9333	Each	180.00	180.00			0.00%	0.00		
	two Year - renewal only	N	42001 9333	Each	280.00	280.00			0.00%	0.00		
i)	Three Year application and renewal	N	42001 9333	Each	350.00	350.00			0.00%	0.00		
(b)	Competence Test	N	42001 9389	Each	55.00	55.00			0.00%	0.00		
(c)	Drivers Badge - Replacement	N	42001 9333	Each	35.00	35.00			0.00%	0.00		
(d)	Private Hire Operator's Licence											
i)	Five Year 1-5 Vehicles	N	42001 9331	Each	1050.00	1050.00			0.00%	0.00		
ii)	Five Year 6-10 Vehicles	N	42001 9331	Each	1550.00	1550.00			0.00%	0.00		
iii)	Five Year 11 + vehicles	N	42001 9331	each	2060.00	2060.00			0.00%	0.00		
ii)	Operators Licence Competency Test*	N	42001 9389	Each	55.00	55.00			0.00%	0.00		
e	Private Hire Vehicle Licence	N	42001 9389	each	350.00	350.00			0.00%	0.00		
(e)	Private Hire Vehicle Licence renewal	N	42001 9332	Each	350.00	350.00			0.00%	0.00		
(f)	Hackney Carriage Vehicle Licence	N	42001 9335	Each	350.00	350.00			0.00%	0.00		
	Hackney Carriage Vehicle Licence renewal	N	42001 9335	Each	350.00	350.00			0.00%	0.00		
	Rear Bracket for Hackney and Private hire vehicle	N	42001 9332	Each	25.00	26.00			4.00%	1.00		
(g)	Replacement of Vehicle Licence Plate	N	42001 9332	Each	36.00	36.00			0.00%	0.00		
(h)	Transfer of Vehicle Licence to Another Licensee	N	42001 9332	Each	62.00	62.00			0.00%	0.00		
(j)	Certificate of Compliance	N	42001 9201	Each	25.00	25.00			0.00%	0.00		
(k)	Replacement of Vehicle Licence (paper)	N	42001 9332	Each	25.00	25.00			0.00%	0.00		
(l)	Replacement docu-dash	N	42001 9201	Each	10.00	10.00			0.00%	0.00		
(m)	Replacement Front Windscreen pouch	N	42001 9332	Each	10.00	10.00			0.00%	0.00		
*	Excludes DBS fee £54.00 payable on application and £8.00 DVLA mandate fee											
(n)	HPI checks (new applicants)	N	42001 9383	Each	22.00	22.00			0.00%	0.00		
(o)	Vehicle checks for 6 month inspections paid to external MOT stations	N	42001 9384	Each								
(p)	Child Sexual Exploitation (CSE) Training (for new applicants & renewals)now paid to external company by applicant	N	42001 9385	Each								
	<b>2.2 LICENCE FEES</b>											
(a)	Animal Boarding Establishment (new) application Fee plus vet fees	N	42002 9323	Each	320.00	320.00			0.00%	0.00		
	Animal Boarding Establishment (new) grant of licence	N	42002 9323	Each	150.00	150.00			0.00%	0.00		
(b)	Animal Boarding Establishment (renewal) Fee	N	42002 9323	Each	280.00	280.00			0.00%	0.00		
	Animal Boarding Establishment renewal grant of licence	N	42202 9323	Each	150.00	150.00			0.00%	0.00		
i)	One Year (Up to 6 animals) see matrix	N	42002 9396	Each								
ii)	Two Year (Up to 6 animals) see matrix	N	42002 9397	Each								
iii)	Three Year (Up to 6 animals) see matrix	N	42002 9398	Each								
iv)	One Year (7 or more animals) see matrix	N	42002 9396	Each								
v)	Two Year (7 or more animals) see matrix	N	42002 9397	Each								
vi)	Three Year (7 or more animals) see matrix	N	42002 9398	Each								
(c)	Breeding of Dogs (new) application 1 breeding bitch plus vet fees	N	42002 9326	Each	320.00	320.00			0.00%	0.00		
	Breeding of Dogs 1 breeding bitch grant of licence	N	42002 9326	Each	150.00	150.00			0.00%	0.00		
(d)	Breeding of Dogs (renewal) 1 breeding bitch application	N	42002 9326	Each	250.00	250.00			0.00%	0.00		
	Breeding of Dogs (renewal) 1 breeding bitch grant of licence	N	42002 9326	Each	150.00	150.00			0.00%	0.00		
	Breeding of Dogs 2 -3 breeding bitches application fee / renewal fee same as new	N	42002 9326	Each	350.00	350.00			0.00%	0.00		
	Breeding of Dogs 2 -3 breeding bitches grant of licence	N	42002 9326	Each	150.00	150.00			0.00%	0.00		
	Breeding of Dogs 4-5 breeding bitches application fee/renewal	N	42002 9326	Each	450.00	450.00			0.00%	0.00		
	Breeding of Dogs 4-5 breeding bitches grant of licence	N	42002 9326	Each	150.00	150.00			0.00%	0.00		
	Breeding of Dogs 6 + breeding bitches application	N	42002 9326	Each	500.00	500.00			0.00%	0.00		
	Breeding of Dogs 6 + breeding bitches grant of licence	N	42002 9326	Each	150.00	150.00			0.00%	0.00		
i)	One Year see matrix	N	42002 9396	Each								
ii)	Two Year see matrix	N	42002 9397	Each								
iii)	Three Year see matrix	N	42002 9398	Each								
(e)	Dangerous Wild Animals (new) Application fee plus Vet Fees	N	42002 9334	Each	250.00	250.00			0.00%	0.00		
	Dangerous Wild Animals grant of licence	N	42002 9334	Each	150.00	150.00			0.00%	0.00		
	Dangerous Wild Animal grant of licence	N	42002 9334	Each	150.00	150.00			0.00%	0.00		
(f)	Dangerous Wild Animals (renewal) application+ Vet Fees	N	42002 9334	Each	250.00	250.00			0.00%	0.00		
(g)	Hiring out horses (new) application fee 1-5 horses + Vet fees renewal fee the same	N	42002 9325	Each	440.00	440.00			0.00%	0.00		



	Grant or Renewal of a Personal Licence (valid for 10 years)	N	42003 9371	Each	37.00	37.00			0.00%	0.00		
(b)	Premises Licences / Club Premises Certificates										X	
	Annual Fees Rateable Value Bands :-											
	A (no rateable value to £4,300)	N	42003 9364	Each	70.00	70.00			0.00%	0.00		
	B (£4,301 to £33,000)	N	42003 9364	Each	180.00	180.00			0.00%	0.00		
	C (£33001 to £87,000)	N	42003 9364	Each	295.00	295.00			0.00%	0.00		
	D (£87,001 to £125,000)	N	42003 9364	Each	320.00	320.00			0.00%	0.00		
	E (£125,001 and above)	N	42003 9364	Each	350.00	350.00			0.00%	0.00		
	A multiplier is applied to premises in band D and E where they are exclusively or primarily in the business of selling alcohol											
	D (x2)	N	42003 9364	Each	640.00	640.00			0.00%	0.00		
	E (x3)	N	42003 9364	Each	1050.00	1,050.00			0.00%	0.00		
(c)	New or Variation of Premises Licences / Club Premises Certificates										X	
	Application fees Rateable Value Bands :-											
	A (no rateable value to £4,300)	N	42003 9364	Each	100.00	100.00			0.00%	0.00		
	B (£4,301 to £33,000)	N	42003 9364	Each	190.00	190.00			0.00%	0.00		
	C (£33001 to £87,000)	N	42003 9364	Each	315.00	315.00			0.00%	0.00		
	D (£87,001 to £125,000)	N	42003 9364	Each	450.00	450.00			0.00%	0.00		
	E (£125,001 and above)	N	42003 9364	Each	635.00	635.00			0.00%	0.00		
	A multiplier is applied to premises in band D and E where they are exclusively or primarily in the business of selling alcohol											
	D (x2)	N	42003 9364	Each	900.00	900.00			0.00%	0.00		
	E (x3)	N	42003 9364	Each	1905.00	1,905.00			0.00%	0.00		
	Minor Variation of Premises Licences	N	42003 9393	Each	89.00	89.00			0.00%	0.00		
(d)	Application / Notice										X	
i)	Temporary Event notice	N	42003 9372	Each	21.00	21.00			0.00%	0.00		
ii)	Theft, loss, etc of premises licence or summary	N	42003 9373	Each	10.50	10.50			0.00%	0.00		
iii)	Application for a provisional statement where premises being built etc	N	42003 9374	Each	315.00	315.00			0.00%	0.00		
iv)	Notification of change of name or address	N	42003 9375	Each	10.50	10.50			0.00%	0.00		
v)	Application to vary licence to specify individual as premises supervisor	N	42003 9376	Each	23.00	23.00			0.00%	0.00		
vi)	Application for transfer of premises licence	N	42003 9377	Each	23.00	23.00			0.00%	0.00		
vii)	Interim authority notice following death etc of licence holder	N	42003 9378	Each	23.00	23.00			0.00%	0.00		
viii)	Theft, loss, etc of certificate or summary	N	42003 9379	Each	10.50	10.50			0.00%	0.00		



ix)	Notification of change of name or alteration of rules of club	N	42003 9380	Each	10.50	10.50			0.00%	0.00		
x)	Change of relevant registered address of club	N	42003 9375	Each	10.50	10.50			0.00%	0.00		
xi)	Theft, loss, etc of temporary event notice	N	42003 9379	Each	10.50	10.50			0.00%	0.00		
xii)	Theft, loss, etc of personal licence	N	42003 9379	Each	10.50	10.50			0.00%	0.00		
xiii)	Notification of change of name or address of premises licence holder	N	42003 9375	Each	10.50	10.50			0.00%	0.00		
xiv)	Right to freeholder etc to be notified of licensing matters	N	49901 9356	Each	21.00	21.00			0.00%	0.00		
<b>2.4 GAMBLING ACT 2005 all set by outside agencies</b>												
(a)	<b>Small Society Lotteries</b>											X
i)	Initial Application Fee	N	42004 9420	Each	40.00	40.00			0.00%	0.00		
ii)	Renewal Fee	N	42004 9420	Each	20.00	20.00			0.00%	0.00		
(b)	<b>Bingo Premises</b>											X
i)	Premises Licence	N	42004 9410	Each	1200.00	1,200.00			0.00%	0.00		
ii)	Annual Fee	N	42004 9412	Each	554.00	554.00			0.00%	0.00		
iii)	Variation of Licence	N	42004 9410	Each	1317.00	1,317.00			0.00%	0.00		
iv)	Change of Circumstances	N	42004 9410	Each	50.00	50.00			0.00%	0.00		
v)	Transfer of Licence	N	42004 9410	Each	554.00	554.00			0.00%	0.00		
vi)	Re-instatement Fee	N	42004 9410	Each	554.00	554.00			0.00%	0.00		
vii)	Provisional Statement	N	42004 9410	Each	1317.00	1,317.00			0.00%	0.00		
viii)	Copy of Licence	N	42004 9411	Each	25.00	25.00			0.00%	0.00		
(c)	<b>Betting Premises (Track)</b>											X
i)	Premises Licence	N	42004 9404	Each	1200.00	1,200.00			0.00%	0.00		
ii)	Annual Fee	N	42004 9406	Each	554.00	554.00			0.00%	0.00		
iii)	Variation of Licence	N	42004 9404	Each	1250.00	1,250.00			0.00%	0.00		
iv)	Change of Circumstances	N	42004 9404	Each	50.00	50.00			0.00%	0.00		
v)	Transfer of Licence	N	42004 9404	Each	554.00	554.00			0.00%	0.00		
vi)	Re-instatement Fee	N	42004 9404	Each	554.00	554.00			0.00%	0.00		
vii)	Provisional Statement	N	42004 9404	Each	1317.00	1,317.00			0.00%	0.00		
viii)	Copy of Licence	N	42004 9405	Each	25.00	25.00			0.00%	0.00		
(d)	<b>Family Entertainment Centres</b>											X
i)	Premises Licence	N	42004 9323	Each	1000.00	1,000.00			0.00%	0.00		
ii)	Annual Fee	N	42004 9323	Each	554.00	554.00			0.00%	0.00		
iii)	Variation of Licence	N	42004 9323	Each	1250.00	1,250.00			0.00%	0.00		
iv)	Change of Circumstances	N	42004 9323	Each	50.00	50.00			0.00%	0.00		
v)	Transfer of Licence	N	42004 9323	Each	554.00	554.00			0.00%	0.00		
vi)	Re-instatement Fee	N	42004 9323	Each	554.00	554.00			0.00%	0.00		
vii)	Provisional Statement	N	42004 9323	Each	1317.00	1,317.00			0.00%	0.00		
viii)	Copy of Licence	N	42004 9323	Each	25.00	25.00			0.00%	0.00		
(e)	<b>Adult Gaming Centre</b>											X
i)	Premises Licence	N	42004 9414	Each	1200.00	1,200.00			0.00%	0.00		
ii)	Annual Fee	N	42004 9416	Each	554.00	554.00			0.00%	0.00		
iii)	Variation of Licence	N	42004 9414	Each	1000.00	1,000.00			0.00%	0.00		
iv)	Change of Circumstances	N	42004 9414	Each	50.00	50.00			0.00%	0.00		
v)	Transfer of Licence	N	42004 9414	Each	554.00	554.00			0.00%	0.00		
vi)	Re-instatement Fee	N	42004 9435	Each	554.00	554.00			0.00%	0.00		
vii)	Provisional Statement	N	42004 9436	Each	1317.00	1,317.00			0.00%	0.00		
viii)	Copy of Licence	N	42004 9434	Each	25.00	25.00			0.00%	0.00		
(f)	<b>Betting Premises (Other)</b>											X
i)	Temporary Use Notice	N	42004 9323	Each	500.00	500.00			0.00%	0.00		
ii)	Replacement of Temporary Use Notice	N	42004 9323	Each	25.00	25.00			0.00%	0.00		
iii)	Premises Licence	N	42004 9400	Each	1317.00	1,317.00			0.00%	0.00		
iv)	Annual Fee	N	42004 9402	Each	554.00	554.00			0.00%	0.00		
v)	Variation of Licence	N	42004 9400	Each	1317.00	1,317.00			0.00%	0.00		
vi)	Change of Circumstances	N	42004 9400	Each	50.00	50.00			0.00%	0.00		
vii)	Transfer of Licence	N	42004 9400	Each	554.00	554.00			0.00%	0.00		
viii)	Re-instatement Fee	N	42004 9323	Each	554.00	554.00			0.00%	0.00		
ix)	Provisional Statement	N	42004 9323	Each	1317.00	1,317.00			0.00%	0.00		
x)	Copy of Licence	N	42004 9401	Each	25.00	25.00			0.00%	0.00		
(g)	<b>Club Gaming Machine Permits</b>											X
i)	Grant of Permit	N	42004 9422	Each	200.00	200.00			0.00%	0.00		
ii)	Grant of Permit (Club Premises Certificate holder)	N	42004 9422	Each	100.00	100.00			0.00%	0.00		
iii)	Variation of Permit	N	42004 9422	Each	100.00	100.00			0.00%	0.00		
iv)	Renewal of Permit	N	42004 9422	Each	200.00	200.00			0.00%	0.00		
v)	Renewal of Permit (Club Premises Certificate holder)	N	42004 9422	Each	100.00	100.00			0.00%	0.00		
vi)	Annual Fee	N	42004 9432	Each	50.00	50.00			0.00%	0.00		
vii)	Copy of Permit	N	42004 9422	Each	15.00	15.00			0.00%	0.00		
(h)	<b>Club Gaming Permits</b>											X
i)	Grant of Permit	N	42004 9421	Each	200.00	200.00			0.00%	0.00		
ii)	Grant of Permit (Club Premises Certificate holder)	N	42001 9421	Each	100.00	100.00			0.00%	0.00		
iii)	Variation of Permit	N	42004 9421	Each	100.00	100.00			0.00%	0.00		
iv)	Renewal of Permit	N	42001 9421	Each	200.00	200.00			0.00%	0.00		

v)	Renewal of Permit (Club Premises Certificate holder)	N	42004 9421	Each	100.00	100.00			0.00%	0.00		
vi)	Annual Fee	N	42004 9431	Each	50.00	50.00			0.00%	0.00		
vii)	Copy of Permit	N	42004 9421	Each	15.00	15.00			0.00%	0.00		
(i)	<b>Family Entertainment Centre Permits</b>										X	
i)	Grant of Permit	N	42004 9323	Each	300.00	300.00			0.00%	0.00		
	Existing Operator Permit	N	42004 9424	Each	100.00	100.00			0.00%	0.00		
ii)	Renewal of Permit	N	42004 9323	Each	300.00	300.00			0.00%	0.00		
iii)	Change of Name on Permit	N	42004 9323	Each	25.00	25.00			0.00%	0.00		
iv)	Copy of Permit	N	42004 9323	Each	15.00	15.00			0.00%	0.00		
(j)	<b>Prize Gaming Permits</b>										X	
i)	Grant of Permit	N	42004 9424	Each	300.00	300.00			0.00%	0.00		
	Existing Operator Permit	N	42004 9424	Each	100.00	100.00			0.00%	0.00		
ii)	Renewal of Permit	N	42004 9424	Each	300.00	300.00			0.00%	0.00		
iii)	Change of Name on Permit	N	42004 9424	Each	25.00	25.00			0.00%	0.00		
iv)	Copy of Permit	N	42004 9424	Each	15.00	15.00			0.00%	0.00		
(k)	<b>Licensed Premises Gaming Machine Permits</b>										X	
i)	Grant of Permit	N	42004 9423	Each	150.00	150.00			0.00%	0.00		
ii)	Variation of Permit	N	42004 9423	Each	100.00	100.00			0.00%	0.00		
	First and Annual Fee	N	42004 9423	Each	50.00	50.00			0.00%	0.00		
iii)	Change of Name on Permit	N	42004 9423	Each	25.00	25.00			0.00%	0.00		
iv)	Copy of Permit	N	42004 9423	Each	15.00	15.00			0.00%	0.00		
v)	Transfer of Permit	N	42004 9423	Each	25.00	25.00			0.00%	0.00		
vi)	Automatic Entitlement Notification	N	42004 9423	Each	50.00	50.00			0.00%	0.00		

**VAT Key**

- I Inclusive of VAT
- E Exempt from VAT
- N Non Business Activity
- Z Zero-rated VAT

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2024-25 £	2025-26 £ - BCM	2025-26 Expected Volume	2025-26 Expected Income £	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
3	<b>ENVIRONMENTAL HEALTH</b>											
3.1	<b>ENVIRONMENT &amp; SAFETY INFORMATION ACT 1988</b>											
	Copies of entries in register	I	14001 9356	Each	15.40	16.00			3.90%	0.60		I do not believe we would be able to produce this and it may need to be digitised within Unifrom, also cost of producing would be far more than £16.00 in officer time
3.2	<b>FOOD SAFETY ACT</b>											
	Copies of Register of Food Business	I	14001 9356	Each	657.00	750.00			14.16%	93.00		Increased, as fee may not have effectively reflected the work involved in providing this data
3.3	<b>ENVIRONMENTAL PROTECTION ACT</b>											
	Copies of Register of Authorisations	I	14001 9356	Each	68.00	70.00			2.94%	2.00		
3.4	<b>DOG CONTROL</b>											
(a)	Stray dogs - Statutory Charge	N	14007 9200	Each	25.00	25.00			0.00%	0.00	X	
(b)	Collect and Return to Owner (If Known)	N	14007 9200	Each	87.50	87.50			0.00%	0.00	X	
(c)	Collect and Take to Kennels	N	14007 9200	Each	87.50	87.50			0.00%	0.00	X	
(d)	Collect and Return if Dog Strays More Than Once (in a 6 month period)	N	14007 9200	Each	129.00	129.00			0.00%	0.00	X	
(e)	Kennelling Fee	N	14007 9200	Per Day	14.50	14.50			0.00%	0.00	X	
(f)	Emergency Vets Fee (plus 10% Admin Fee)	N	14007 9200	Visit	Actual	Actual			0.00%	0.00	X	
3.5	<b>FOOD EXPORT CERTIFICATE</b>	N	140019200	Each	151.00	170.00			12.58%	19.00		
3.6	<b>RE-INSPECTION FEE FOR THE FHRS INSPECTION(FOOD HYGIENE RATING)</b>	N	140019200	Each	187.00	200.00			6.95%	13.00		Increased to reflect time spent on recent cases and the additional burden on the team.
3.7	<b>PRIVATE SECTOR HOUSING</b>											
(a)	Accommodation Certificates	N	14001 9360	Each	180.00	185.00			2.78%	5.00		Increase to reflect increase in costs and also to accommodate technology costs and bench marking with the city and county
(b)	Change of Details on Certificate	N	14001 9360	Each	30.00	35.00			16.67%	5.00		Increase to reflect increase in costs and also to accommodate technology costs and bench marking with the city and county
(c)	Mandatory Five year Licensing of Houses in Multiple Occupation (HMO)	N	14001 9392	Each	740.00	800.00			8.11%	60.00		Increase to reflect increase in costs and also to accommodate technology costs and bench marking with the city and county
(d)	Additional Fee for Unlicensed Premises	N	14001 9392	Each	270.00	400.00			48.15%	130.00		Increase to reflect increase in costs and also to accommodate technology costs and bench marking with the city and county
	Enforcement fee	N	14001 9392	Each	270.00	400.00			48.15%	130.00		Increase to reflect increase in costs and also to accommodate technology costs and bench marking with the city and county
(e)	Renewal of Mandatory Five Year Licences for HMO	N	14001 9392	Each	700.00	750.00			7.14%	50.00		Increase to reflect increase in costs and also to accommodate technology costs and bench marking with the city and county
	Enforcement Fee				270.00	400.00			48.15%	130.00		Increase to reflect increase in costs and also to accommodate technology costs and bench marking with the city and county
	Deductions for -											
i)	Second house to be licensed	N	14001 9392	Each	-30.00	-30.00			0.00%	0.00		Fixed reduction
ii)	Membership of approved accreditation schemes	N	14001 9392	Each	-110.00	-100.00			-9.09%	10.00		Fixed reduction
iii)	Membership of approved landlord scheme	N	14001 9392	Each	-110.00	-100.00			-9.09%	10.00		Fixed reduction
(f)	Notices served under Housing Act 2004	N	14001 9356	Per Hour	50.00	52.00			4.00%	2.00		
(g)	Expenses incurred in determining Enforcement Action	N	14001 9356	Actual Cost	Actual							
3.8	<b>ABANDONED VEHICLE</b>											
(a)	Abandoned Vehicle Charge										X	Prescribed fees set by government. There is also an FPN that we can issue for £200
i)	Abandoned Vehicle in Good condition	N	14004 9383	Each	150.00+	150.00+			0.00%	0.00		
ii)	Abandoned Vehicle in Bad condition	N	14004 9383	Each	150.00+	150.00+			0.00%	0.00		
(b)	Daily charge for every day we store vehicle with a maximum of 15 days storage	N	14004 9383	Daily	10.00+	10.00+			0.00%	0.00	X	
(c)	For Disposal of Vehicle	N	14004 9383	Each	50.00+	50.00+			0.00%	0.00	X	
3.9	<b>CONTAMINATED LAND ENQUIRIES</b>											
(a)	Written Correspondence	N	14004 9200	Per Letter	80.00	82.00			2.50%	2.00		
(b)	Additional Hourly charge	N	14004 9200	Per Hour	70.00	72.00			2.86%	2.00		
3.1	<b>CCTV</b>											
(a)	Request for viewing	I	14001 9348	Each	20.00	POA			0.00%	0.00		
	Request for viewing from Police	I	14001 9349	Each	20.00	POA			0.00%	0.00		
3.11	<b>SOLICITOR/BUSINESS REQUESTS including factual reports</b>											
(a)	Written Correspondence	I	14001 9356	Per Letter	80.00	82.00			2.50%	2.00		
(b)	Additional Hourly charge	I	14001 9356	Per Hour	70.00	72.00			2.86%	2.00		

**VAT Key**

- I Inclusive of VAT
- E Exempt from VAT
- N Non Business Activity
- Z Zero-rated VAT

POLICY FINANCE AND DEVELOPMENT COMMITTEE

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2024-25 £	2025-26 £	2025-26 Expected Volume	2025-26 Expected Income £	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
4	<b>CORPORATE RESOURCES</b>											
4.1	<b>COPIES OF OFFICIAL / CERTIFIED COUNCIL DOCUMENTS</b>											
(a)	Annual Report & Budget Book (Hard-Copy Only)	Z	30201 9206	Each set	54.00	56.00			3.70%	2.00		
(b)	Agendas, Reports & Background Documents (Hard-Copy Only)	Z	30201 9206	Each set	23.00	24.00			4.35%	1.00		
(c)	Minutes (Hard-Copy Only)	Z	30201 9206	Each set	17.00	18.00			5.88%	1.00		
(d)	Miscellaneous Legal Contracts, Agreements, Deeds, Instruments etc.	I	39904 9206	Each doc	50.00	52.00			4.00%	2.00		
4.2	<b>LEGAL / ADMINISTRATIVE SERVICES</b>											
(a)	Simple Transfers, Charges, Leases, Licences, Other Agreements etc.	I	39904 9105	Each set	POA	POA			0.00%	0.00		
(b)	Complex Transfers, Charges, Leases, Licences, Other Agreements etc.	I	39904 9105	Each set	POA	POA			0.00%	0.00		
(c)	Commercial Transfers, Charges, Leases, Licences, Other Agreements etc.	I	39904 9105	Each set	POA	POA			0.00%	0.00		
(d)	Freehold / Leasehold Property Enquires	I	39904 9105	Each set	250.00	258.00			3.20%	8.00		
(e)	Statutory Declarations, Statements, Affidavits, Certificates	I	39904 9105	Each doc	POA	POA			0.00%	0.00		
(f)	Certification of Original Documents	I	39904 9356	Each doc	POA	POA			0.00%	1.00		
(g)	Miscellaneous Hourly Rates (Qualified over 8ys)	I	39904 9105	Per hour	200.00	200.00			0.00%	0.00	X	
(h)	Miscellaneous Hourly Rates (Non-Qualified)	I	39904 9105	Per hour	134.00	138.00			2.99%	4.00		
	POA = Price on Application											
4.3	<b>LOCAL LAND CHARGES (LLC)</b>											
(a)	Full Search (LLC and Con29R) (Residential / Commercial)	N	30101 9200	Per Search	External	External			0.00%	0.00	X	Set by BDC
(b)	LLC1 Search	N	30101 9200	Each	External	External			0.00%	0.00	X	
(c)	CON29R Search	N	30101 9200	Each	External	External			0.00%	0.00	X	
(d)	CON29 Optional (Questions 4-22 each)	N	30101 9200	Each	External	External			0.00%	0.00	X	
(e)	CON29 Building Regs (Q1.1j-l and 3.8 each)	N	30101 9200	Each	External	External			0.00%	0.00	X	
(f)	LLC1 Additional parcel fee	N	30101 9200	Each	External	External			0.00%	0.00	X	
(g)	CON29R Additional parcel fee (up to a maximum of 10)	N	30101 9200	Each	External	External			0.00%	0.00	X	
(h)	Own written questions	N	30101 9200	Each	External	External			0.00%	0.00	X	
4.4	<b>COPIES OF BYLAWS (Statutory max 20p per 100 words)</b>	I	39904 9206	Each	External	External			0.00%	0.00	X	
4.5	<b>ELECTORAL SERVICES</b>											
(a)	Written proof of registration	N	30401 9203	Each	POA	POA			0.00%	0.00	X	
(b)	Forwarding of documents	N	30401 9203	Each	POA	POA			0.00%	0.00	X	
(c)	Written proof of historical registration	N	30401 9203	Each	POA	POA			0.00%	0.00	X	
(d)	Sale of registers (open register, marked register etc.).	N	30401 9203	Each	POA	POA			0.00%	0.00	X	
	POA = Price on Application											
4.6	<b>ENVIRONMENTAL INFORMATION REGULATIONS (EIR) CHARGES</b>											
(a)	Photocopy or printing, standard, black and white, normal paper - min A4	I	39904 9356	Per Page	0.10	0.10			0.00%	0.00		
(b)	Photocopy or printing, standard, black and white, normal paper - A3	I	39904 9356	Per Page	0.15	0.15			0.00%	0.00		
(c)	Photocopy or printing, standard, black and white, normal paper - A2	I	39904 9356	Per Page	0.20	0.21			5.00%	0.01		
(d)	Photocopy or printing, standard, black and white, normal paper - A1	I	39904 9356	Per Page	0.25	0.26			4.00%	0.01		
(e)	Photocopy or printing, standard, black and white, normal paper - A0	I	39904 9356	Per Page	0.50	0.52			4.00%	0.02		
(f)	Reproduction of data onto CD, DVD, USB or other Portal / Cloud Device	I	39904 9356	Each	POA	POA			0.00%	0.00		
(g)	Miscellaneous Expenses and Disbursements	E	39904 9054	-	POA	POA			0.00%	0.00		
	POA = Price on Application											
	<b>NB</b> : If the total charge (at the rates above) does not exceed £3.00 then no charge will made to provide the requested copies											
4.7	<b>FREEDOM OF INFORMATION ACT (FOIA) CHARGES UNDER SECTION 12</b>											
	Price on Application (POA) for requests that exceed the cost limit of £450.00/ 18 hours		399049356	-	POA	POA			0.00%	0.00		

**VAT Key**

- I Inclusive of VAT
- E Exempt from VAT
- N Non Business Activity
- Z Zero-rated vat

**SERVICE DELIVERY COMMITTEE**

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2024-25 £	2025-26 £	2025-26 Expected Volume	2025-26 Expected Income £	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
5	<b>HOUSING</b>											
	5.1 Use of Guest Rooms	E	1150* 9552	Night	25.00	26.00			4.00%	1.00		<i>Rent increase of 2.7%</i>
	5.2 Hostel charge	E	14202 9600	Weekly	244.94	251.55			2.70%	6.61		
	5.3 Personal contribution for hotel accommodation	E	14201 9104	Weekly	23.60	24.00			1.69%	0.40		
	5.4 Room Hire - Communal lounge (sheltered housing scheme)	E	1150* 9554	Hourly	22.00	23.00			4.55%	1.00		
	5.5 Communal lounge and kitchen facilities	E	1150* 9554	Hourly	27.00	28.00			3.70%	1.00		
	5.6 Key Fob Deposits - Refundable	E	62023 9629	Each	10.00	10.00			0.00%	0.00		

**VAT Key**

- I Inclusive of VAT
- E Exempt from VAT
- N Non Business Activity
- Z Zero-rated vat

**SERVICE DELIVERY COMMITTEE**

6	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2024-25	2025-26	2025-26 Expected Volume	2025-26 Expected Income	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
					£	£		£				
	<b>CEMETERIES</b>											All increased by 3%.
	The Cemeteries are open for interments from 9:30am to 3.45pm (2.30pm on Fridays); the latest time that an interment can be booked is 3.15pm (Monday to Thursday) and 2.00pm (Friday). For bookings outside of these hours the interment fee will be doubled.											
	<b>6.1 PURCHASE OF GRAVE AND EXCLUSIVE RIGHT OF BURIAL</b>											
	(a) Resident											
	i) Adult grave (a single grave for two coffin burials and up to six ash caskets; includes application fee for memorial not exceeding 2' 6" (750mm).	E	20102 9200		1,060.29	1,166.00			9.97%	105.71		
	Children's grave (a single grave for one coffin burial in the children's section of Oadby Cemetery or Wigston Cemetery for a child up to and including 12 years of age; includes application fee for memorial not exceeding 2' 6" (750mm).	E	20102 9200		294.53	324.00			10.01%	29.48		
	iii) Cremated remains plot in the Garden of Remembrance at Oadby Cemetery or Wigston Cemetery (a single plot for two caskets; includes application fee for memorial not exceeding 2'6" (750mm).	E	20102 9200		541.93	596.00			9.98%	54.07		
	(b) Non Resident											
	The above charges are trebled in the case of a Non Resident of the Borough of Oadby and Wigston											
	(c) The fees above include the issue of the Deed of Grant of Burial which is given for a period of 100 years											
	i) To extend the exclusive right of burial in a grave previously purchased for a further 50 years.	E	20102 9200		212.06	233.00			9.88%	20.94		
	<b>NOTES:</b>											
	The allocation of grave spaces for interment and exclusive rights of burial at both the cemeteries will be made available only in rotation.											
	Purchase of burial or cremation plots in advance is not permitted at Oadby Cemetery											
	Purchase of burial plots or cremation plots in Wigston Cemetery is limited to a maximum of 2 per applicant											
	<b>6.2 INTERMENT - IN A PRIVATE OR COMMON GRAVE</b>											
	For Interment in a Grave :-											
	(a) Resident											
	i) A child whose age at the time of death did not exceed one month.	E	20102 9200		176.72	194.00			9.78%	17.29		
	ii) A child whose age at the time of death exceeded one month but did not exceed 12 years.	E	20102 9200		612.61	674.00			10.02%	61.39		
	iii) A person whose age at the time of death exceeded 12 years.	E	20102 9200		212.06	233.00			9.88%	20.94		
	iv) For the interment of cremated remains in a grave or vault.	E	20102 9200		94.25	104.00			10.35%	9.75		
	v) A scattering of Ashes	E	20102 9200									
	(b) Non Resident											
	The above charges are double in the case of a non resident of the Borough of Oadby and Wigston.											
	(c) Additional charge for burial with less than 48 hours notice or cremated remains with less than 24 hours notice over and above charges at i) ii) iii) and iv) for residents and non residents.	E	20102 9200		282.74	311.00			9.99%	28.26		
	<b>NOTE:</b>											
	The above charges include the digging of a grave where appropriate											
	<b>6.4 WALLED GRAVES AND VAULTS</b>											
	(a) For the right to construct a walled grave or vault:-											
	i) 9ft x 9ft	E	20102 9200		1,414.79	1,556.00			9.98%	141.21		
	ii) 9ft x 4ft	E	20102 9200		1,143.83	1,258.00			9.98%	114.17		
	<b>6.5 MONUMENTS, GRAVESTONES, TABLETS AND INSCRIPTIONS</b>											
	(a) For the right to erect or place on a grave or vault subject to approval of the Council;											
	A headstone or memorial tablet, vase and base											
	i) not exceeding 1ft in height (300mm)	I	20102 9200		94.25	104.00			10.35%	9.75		
	ii) exceeding 1ft but not exceeding 2ft 6in. (300mm to 750mm)	I	20102 9200		129.59	143.00			10.35%	13.41		
	iii) exceeding 2ft 6in (over 750mm) (but see <b>NOTES</b> below)	I	20102 9200		247.40	272.00			9.94%	24.60		
	(b) Kerbstone, Borderstone or Flatstone enclosing or over a grave (but see <b>NOTES</b> below)	I	20102 9200		282.74	311.00			9.99%	28.26		
	(c) For the right to place an inscribed plaque on the memorial at the Garden of Remembrance at Oadby Cemetery.											
	i) Not Exceeding 6ins x 4ins (150mm x 100mm)	I	20102 9200		82.47	91.00			10.35%	8.53		
	ii) Exceeding 6ins x 4ins (150mm x 100mm)	I	20102 9200		117.81	130.00			10.35%	12.19		
	(d) For each inscription after the first inscription	I	20102 9200		70.69	78.00			10.35%	7.31		
	(e) Replacement of existing memorial - administration fee	I	20102 9200		70.69	78.00			10.35%	7.31		
	<b>NOTES:</b>											
	Kerb edgings, headstones and memorials exceeding 2'6" (750mm) are not allowed in the Gardens of Remembrance and if installed will be removed.											
	An additional inscription is defined as an action taken after the erection of the monument.											
	Fees are to be enclosed with all applications											
	<b>6.6 MISCELLANEOUS</b>											
	(a) Transfer of Grave Ownership	N	20102 9200		70.69	78.00			10.35%	7.31		

(b)	for Searches of registers, copies and extracts therefrom:									
(i)	Search of registers by Council staff - per hour or part hour	N	20102 9200	35.34	39.00			10.35%	3.66	
	Search of registers - in person - per hour or part hour	N	20102 9200	35.34	39.00			10.35%	3.66	
(ii)	Certificated copies of entry	N	20102 9200	35.34	39.00			10.35%	3.66	
(c)	Notice of Interment Forms									
(d)	Use of the Chapel at Wigston Cemetery - per funeral	I	20102 9200	193.85	213.00			9.88%	19.15	
(e)	Purchase and planting of memorial trees - Donation	I	20102 9200	259.18	285.00			9.96%	25.82	
(f)	Donation towards a memorial seat (provided and installed by Council)	I	20102 9200	907.14	998.00			10.02%	90.86	
(g)	Exhumation (where requested by Deed Holder - subject to the required statutory approvals) - burial plot	E	20102 9200	918.92	1,011.00			10.02%	92.08	
(h)	Exhumation (where requested by Deed Holder - subject to the required statutory approvals) - casket plot	E	20102 9200	318.09	350.00			10.03%	31.91	
<b>* DEFINITION OF THE TERM RESIDENT *</b>										
For Purchase of Grant of Right of Burial a <b>RESIDENT</b> is defined as:										
A person who, at the time of applying, has a permanent home address within the Borough										
For Interments a <b>RESIDENT</b> is defined as:										
i)	A person who had resided at a private address within the Borough for 5 consecutive years immediately preceding the date of death <b>OR</b>									
ii)	A person who had at the time of death, resided in a residential or nursing home (or similar establishment) outside of the Borough for 3 years or less but had resided at an address within the Borough for the 5 consecutive years (or more) immediately preceding moving to the residential or nursing home <b>OR</b>									
iii)	A person who had resided within the Borough for 5 consecutive years (or more) but had within the 6 months immediately preceding the date of death moved from the Borough.									

**VAT Key**

- I Inclusive of VAT
- E Exempt from VAT
- N Non Business Activity
- Z Zero-rated VAT

DEVELOPMENT CONTROL COMMITTEE

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2024-25 £	2025-26 £	2025-26 Expected Volume	2025-26 Expected Income £	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
1	<b>Advertising and sponsorship</b>											
	<b>ADVERTISING ON THE DIGITAL DISPLAY SCREENS</b>											
	(a) Community Groups/Charity not-for-profit advert											
	i) First advert in quarter	I	30001 9201	First screen only	0.00	0.00			0.00%	0.00		
	ii) First advert in quarter on all three screens	I	30001 9201	Additional screens	50.00	52.00			4.00%	2.00		
	iii) Additional adverts in same quarter	I	30001 9201	Per screen	25.00	26.00			4.00%	1.00		
	(b) Business Within the Borough, community groups outside the borough or Community Groups/Charities from within the borough with a for-profit advert											
	i) Advert shown for up to one month	I	30001 9201	Per screen	50.00	52.00			4.00%	2.00		
	ii) Advert shown for between one and three months	I	30001 9201	Per screen	125.00	129.00			3.20%	4.00		
	iii) Advert shown for between three months and six months	I	30001 9201	Per screen	250.00	258.00			3.20%	8.00		
	iv) Advert shown for between six and 12 months	I	30001 9201	Per screen	450.00	464.00			3.11%	14.00		
	(c) Business Outside the Borough											
	i) Advert shown for up to one month	I	30001 9201	Per screen	100.00	103.00			3.00%	3.00		
	ii) Advert shown for between one and three months	I	30001 9201	Per screen	250.00	258.00			3.20%	8.00		
	iii) Advert shown for between three months and six months	I	30001 9201	Per screen	500.00	515.00			3.00%	15.00		
	iv) Advert shown for between six and 12 months	I	30001 9201	Per screen	900.00	927.00			3.00%	27.00		
	NB: A 20% discount will be offered to any advertiser that wishes to display their advert on all three town centre screens at once (Oadby, Wigston and South Wigston)											
	<b>7.1 ADVERTISING ON THE COUNCIL'S INTERNAL INTRANET AND STAFF NEWSLETTER</b>											
	(a) All advertisers	I	30001 9201	Per week	50.00	52.00			4.00%	2.00		
	NB: A 20% discount will be applied for subsequent weeks featuring the same advert											
	<b>7.2 ADVERTISING ALONGSIDE THE COUNCIL'S OUR BOROUGH LEAFLET</b>											
	(a) All advertisers											
	i) Single sided A5 leaflet	I	30001 9201	Per edition	1,750.00	1,803.00			3.03%	53.00		
	ii) Doubled sided A5 leaflet	I	30001 9201	Per edition	1,950.00	2,009.00			3.03%	59.00		
	<b>7.2 ADVERTISING WITHIN EMAILS SENT THROUGH THE COUNCIL'S EMAIL SUBSCRIPTION SERVICE</b>											
	(a) Promotion of a not-for-profit community event within the borough to 2,700+ what's on and events subscribers	I	30001 9201	Per email	100.00	103.00			3.00%	3.00		
	(b) Promotion of a for-profit community event within the borough 2,700+ what's on and events subscribers	I	30001 9201	Per email	400.00	412.00			3.00%	12.00		
	(c) Promotion of a not-for-profit community event outside of the borough 2,700+ what's on and events subscribers	I	30001 9201	Per email	200.00	206.00			3.00%	6.00		
	(d) Promotion of a for-profit community event outside of the borough 2,700+ what's on and events subscribers	I	30001 9201	Per email	800.00	824.00			3.00%	24.00		
	(e) Inclusion of square/rectangle advert in 5 emails to subscribers in a one-month period (guaranteed to be delivered to a minimum of 5 subscribers)	I	30001 9201	Per month	250.00	258.00			3.20%	8.00		
	(f) Inclusion of banner advert in a 5 emails to subscribers in a one-month period (guaranteed to be delivered a minimum of 5 subscribers)	I	30001 9201	Per month	400.00	412.00			3.00%	12.00		
	NB: Prices for adhoc request available											

VAT Key

- I Inclusive of VAT
- E Exempt from VAT
- N Non Business Activity
- Z Zero-rated VAT







i)	Use of Ground - per day			Per Day								
ii)	Deposit - to be returned in part or whole dependent on condition of ground.	N	62023 9624	Deposit	235.62	243.00			3.13%	7.38		
	Personal trainers and instructors - licence for use of parks	E	20002 9552	12 months	176.72	182.00			2.99%	5.29		
	Personal trainers and instructors - licence for use of parks	E	20002 9552	1 month	23.56	24.00			1.86%	0.44		
<b>NOTES</b>												
Deposits may be withheld in part or full for any damage caused and / or where the hirer fails to leave the building clean and tidy for the next user and / or where a hirer fails to remove and dispose of waste arising from their hire. An additional charge (over and above the deposit) is levied for the late return / non return of keys.												

**VAT Key**

- I Inclusive of VAT
- E Exempt from VAT
- N Non Business Activity
- Z Zero-rated vat

SERVICE DELIVERY COMMITTEE

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2024-25 £	2025-26 £	2025-26 Expected Volume	2025-26 Expected Income £	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
10	<b>ALLOTMENTS</b>											All increased by 3%.
10.1	<b>RESIDENTS</b> Rent of plot to residents of the Borough - - per square yard from <b>23/24</b>											
	1) Wigston Road	N	20001 9552	Each	0.26	0.27			3.00%	0.01		
	2) Aylestone Lane	N	20001 9552	Each	0.26	0.27			3.00%	0.01		
	3) Manchester Gardens - Rectangle	N	20001 9552	Each	0.24	0.25			3.00%	0.01		
	4) Manchester Gardens - Triangle	N	20001 9552	Each	0.21	0.22			3.00%	0.01		
	5) Brabazon Road	N	20001 9552	Each	0.24	0.25			3.00%	0.01		
	<b>NB:</b> Allotment rent year runs from 29 September to 28 September the following year											
10.2	<b>SENIOR CITIZENS</b> 25% reduction on the above charge											
10.3	<b>DEPOSIT - REFUNDABLE</b>	N	20001 9622	Each	60.00	62.00			3.33%	2.00		
10.4	<b>KEY - REPLACEMENT</b>	I	20001 9362	Each	22.00	23.00			4.55%	1.00		

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2024-25 £	2025-26 £	2025-26 Expected Volume	2025-26 Expected Income £	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
11	<b>SPECIAL COLLECTION OF HOUSEHOLD REFUSE</b>											
	<b>11.1 COLLECTION OF HOUSEHOLD REFUSE</b>											
	(a) The following non electrical items can be collected :- All Domestic items - house improvement or building work related. Items such as building waste or replaced windows will not be collected. Broken glass must be supplied in a box. Bagged, boxed and tied waste will be classed as individual items. Sheds <u>must</u> be dismantled and each panel classed as an item. Items <u>must</u> be presented in a form that reasonably facilitates loading and satisfies manual handling requirements - failure to do so will result in non-collection and payment refunded for those items not collected. Note - Bags should be strong enough so items do not split when being taken to vehicle. Charges for Garden Tools and Equipment* are :-											
	i) 3 Item	N	20801 9310	Each	40.00	41.00			2.50%	1.00		
	ii) Each Additional Item	N	20801 9310	Each	5.00	5.00			0.00%	0.00		
	(b) The following electrical items can be collected :- Vacuum Cleaners, Televisions, Fridge, Fridge/Freezer, Coolers, Washing Machines, Tumble Dryers, Dishwashers, Audio Visual Equipment. Charges for Electrical Items are :-											
	i) 1 Item	N	20801 9310	Each	40.00	41.00			2.50%	1.00		
	ii) Each Additional Item	N	20801 9310	Each	5.00	5.00			0.00%	0.00		
	The collection of electrical and non-electrical items are two separate services. Free collection for all items above, for those residents receiving :- Housing Benefit, Council Tax Benefit or Disability Benefit, Military Service - Maximum of four items - no more than two separate collections per annum * Garden Tools can be taken to Brocks Hill Environment Centre ( for re-use by volunteers working in the Borough )											
	ii) Contaminated Bins	N		Each	54.00	56.00			3.70%	2.00		
	<b>11.2 GARDEN WASTE COLLECTION SERVICE</b>											
	(a) This charge applies to 1 x 240 litre bin or up to 2 x 140 litre bins (le still applies if there is only 1 x 140 litre bin) This provides a fortnightly collection all year round.	N	20805 9318	Each	60.00	60.00			0.00%	0.00		
	(b) i) Additional bins: 140Litres	N	20805 9217	Each	25.00	25.00			0.00%	0.00		
	ii) Additional Bins: 240Litres * Please see separate terms & conditions for further details	N	20805 9217	Each	35.00	35.00			0.00%	0.00		
	c. Intorduction of Bin Swaps	N	20805 9217	Each	30.00	30.00			0.00%	0.00		
	<b>11.3 RECYCLING COLLECTION SERVICE - ADDITIONAL WHEELIE BIN</b>	N	20805 9217	Each	19.00	20.00			5.26%	1.00		
	Bulky Waste charge	N		Each	40.00	41.00			2.50%	1.00		
	<b>11.4 DISPOSAL OF DECEASED DOMESTIC ANIMALS</b>	I	20701 9200	Each	73.00	75.00			2.74%	2.00		

**VAT Key**

- I Inclusive of VAT
- E Exempt from VAT
- N Non Business Activity
- Z Zero-rated VAT

	DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2024-25 £	2025-26 £	2025-26 Expected Volume	2025-26 Expected Income £	%age increase	£ increase	Externally Set	Explanation regarding the recommended level of charge
12	<b>COUNCIL CAR PARKS</b>											
12.1	<b>COUNCIL CAR PARKS</b>											
(a)	Off Street parking		20501 9500									discuss proposed increases with Budget Manager/Service Head. In 24/25 the majority of permits were increased by 100%
	Parking charge for stays of over 3 hours (where applicable)	I	20501 9500	Each	FREE	FREE			0.00%	0.00		
	Parking charge in 30 minute quick shop bays			Each					0.00%	0.00		
	Pay and Display - Town Centre car parks for up to 2 hours	N		Each	1.50	1.50			0.00%	0.00		
	Pay and Display - Town Centre car parks for up to 2 - 4 hours	N		Each	4.00	4.00			0.00%	0.00		
	Pay and Display - Town Centre car parks for over 4 hours	N		Each	6.00	6.00			0.00%	0.00		
	Pay and Display - Leisure Centre Car Parks 2 hours	N		Each	1.00	1.00			0.00%	0.00		
	Pay and Display - Leisure sites Car Parks for up to 4 hours	N		Each	2.00	2.00			0.00%	0.00		
	Pay and Display - Leisure sites Car Parks over 4 hours	N		Each	6.00	6.00			0.00%	0.00		
	Annual Parking Permit for all council car parks - Borough residents	N		Each	150.00	150.00			0.00%	0.00		
	Annual Parking Permit for all council car parks - Non residents	N		Each	300.00	300.00			0.00%	0.00		
	Annual permit for all town centre car parks only - Borough Residents	N		Each	100.00	100.00			0.00%	0.00		
	Annual permit for all town centre car parks only - non residents	N		Each	200.00	200.00			0.00%	0.00		
	Annual Parking permit for Oadby town centre car parks only - Borough residents	N		Each	50.00	50.00			0.00%	0.00		
	Annual Parking permit for Oadby town centre car parks only - Non residents	N		Each	100.00	100.00			0.00%	0.00		
	Annual Parking permit for Wigston & South Wigston town centre car parks only - Borough residents	N		Each	50.00	50.00			0.00%	0.00		
	Annual Parking permit for Wigston & South Wigston town centre car parks only - Non residents	N		Each	100.00	100.00			0.00%	0.00		
	Annual Parking permit for Leisure sites car parks only - Borough residents	N		Each	50.00	50.00			0.00%	0.00		
	Annual Parking permit for Leisure sites car parks only - Non residents	N		Each	100.00	100.00			0.00%	0.00		
	Annual Parking permit Countesthorpe Road Car park only - Monday to Friday before 9.30am and 2.30pm to 4.00pm term time only - Borough residents and non residents	N		Each	20.00	20.00			0.00%	0.00		
	6 month parking permit for all council car parks - Borough residents	N		Each	75.00	75.00			0.00%	0.00		
	6 month parking permit for all council car parks - Non residents	N		Each	150.00	150.00			0.00%	0.00		
	6 month parking permit for Oadby town centre car parks only - Borough residents	N		Each	25.00	25.00			0.00%	0.00		
	6 month parking permit for Oadby town centre car parks only - Non residents	N		Each	50.00	50.00			0.00%	0.00		
	6 month parking permit for Wigston & South Wigston town centre car parks only - Borough residents	N		Each	25.00	25.00			0.00%	0.00		
	6 month parking permit for Wigston & South Wigston town centre car parks only - Non residents	N		Each	50.00	50.00			0.00%	0.00		
	6 month parking permit for Leisure sites car parks only - Borough residents	N		Each	25.00	25.00			0.00%	0.00		
	6 month parking permit for Leisure sites car parks only - Non residents	N		Each	50.00	50.00			0.00%	0.00		
	Second permit charge	N		Each								

**VAT Key**

- I Inclusive of VAT
- E Exempt from VAT
- N Non Business Activity
- Z Zero-rated VAT