

DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-2026				2026-2027				Notes				
				£	£	Percentage increase	£ increase	£	£	Percentage increase	£ increase					
<b>1 BUILDING CONTROL &amp; PLANNING - COMMON CHARGES</b>																
<b>1.1 BUILDING AND PLANNING RECORDS SEARCH</b>																
Domestic development enquiries*	SR	40001 9356	Each enquiry	70.00	70.00	0.00%	0.00									
Commercial development enquiries*	SR	40001 9356	Each enquiry	110.00	110.00	0.00%	0.00									
Section 106 and / or Tree Preservation Order document request	OS	40001 9356	Each document	70.00	70.00	0.00%	0.00									
Section 106 document enquiry (i.e obligation compliance)	OS	40001 9356	Per hour	0.00	70.00	NEW	NEW									
Tree Preservation Order or Conservation Area enquiry	OS	40001 9356	Each enquiry	25.00	25.00	0.00%	0.00									
<b>1.2 COPY OF PLANS, DOCUMENTS &amp; DECISIONS**</b>																
A4 size per sheet	OS	40001 9206	Each	3.00	3.00	0.00%	0.00									
A3 size per sheet	OS	40001 9206	Each	3.00	3.00	0.00%	0.00									
A2 size per sheet	OS	40001 9206	Each	10.00	10.00	0.00%	0.00									
A1 size per sheet	OS	40001 9206	Each	10.00	10.00	0.00%	0.00									
A0 size per sheet	OS	40001 9206	Each	10.00	20.00	100.00%	10.00									
<b>1.3 PRE APPLICATION CHARGES - HOUSEHOLDER, COMMERCIAL AND CHANGES OF USE ENQUIRIES</b>																
Written Householder Advice – small scale extensions / alterations to one house or a single flat; small scale development within the curtilage of the property.***	SR	40001 9395	Each enquiry	200.00	200.00	0.00%	0.00									
Written Householder Advice (where heritage or arboricultural advice is required) – small scale. Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	60.00	60.00	0.00%	0.00									
Small Scale Development Advice (commercial) - Small scale extensions / alterations to commercial or similar premises, below 100 m2.***	SR	40001 9395	Each enquiry	225.00	225.00	0.00%	0.00									
Small scale development advice (commercial) (where heritage or arboricultural advice is required) Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	60.00	60.00	0.00%	0.00									
Small to Medium scale development advice (commercial) - small to medium scale extensions / alterations to commercial or similar premises, between 100 and 499 m2.***	SR	40001 9395	Each enquiry	350.00	350.00	0.00%	0.00									
Small to Medium scale development advice (commercial) (where heritage or arboricultural advice is required) - Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	60.00	60.00	0.00%	0.00									
Medium scale development advice (commercial) - medium scale extensions / alterations to commercial or similar premises, between 500 and 999 m2.***	SR	40001 9395	Each enquiry	1,000.00	1,000.00	0.00%	0.00									
Medium scale development advice (commercial) (where heritage or arboricultural advice is required) - Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	100.00	100.00	0.00%	0.00									
Larger scale development advice (commercial) - larger scale extensions / alterations to commercial or similar premises, over 1,000 m2.***	SR	40001 9395	Each enquiry	2,200.00	2,500.00	13.64%	300.00									
Larger scale development advice (commercial) (where heritage or arboricultural advice is required) - Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	100.00	100.00	0.00%	0.00									
Advertising related advice - relates to all advertising proposals.***	SR	40001 9395	Each enquiry	400.00	400.00	0.00%	0.00									
Small scale changes of use not relating to any other fee and charge on this schedule.***	SR	40001 9395	Each enquiry	500.00	500.00	0.00%	0.00									
Larger scale changes of use not relating to any other fee and charge on this schedule.***	SR	40001 9395	Each enquiry	0.00	1,000.00	NEW	NEW									

Telecommunications equipment and apparatus advice.***	SR	40001 9395	Each enquiry	500.00	500.00	0.00%	0.00
<b>1.4 PRE APPLICATION CHARGES - NEW RESIDENTIAL UNIT ENQUIRIES</b>							
1-3 new dwellings.***	SR	40001 9395	Each enquiry	600.00	600.00	0.00%	0.00
1- 3 new dwellings (where heritage or arboricultural advice is required). Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	100.00	100.00	0.00%	0.00
4-9 new dwellings.***	SR	40001 9395	Each enquiry	1,100.00	1,100.00	0.00%	0.00
4-9 new dwellings (where heritage or arboricultural advice is required). Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	100.00	100.00	0.00%	0.00
10-49 new dwellings.***	SR	40001 9395	Each enquiry	2,250.00	2,250.00	0.00%	0.00
10-49 new dwellings (where heritage or arboricultural advice is required). Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	150.00	150.00	0.00%	0.00
50-199 new dwellings.***	SR	40001 9395	Each enquiry	3,500.00	3,500.00	0.00%	0.00
50-199 new dwellings (where heritage or arboricultural advice is required). Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	200.00	200.00	0.00%	0.00
200-399 new dwellings.***	SR	40001 9395	Each enquiry	5,000.00	6,000.00	20.00%	1,000.00
200-399 new dwellings (where heritage or arboricultural advice is required). Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	250.00	250.00	0.00%	0.00
400 - 799 new dwellings.***	SR	40001 9395	Each enquiry	6,500.00	7,500.00	15.38%	1,000.00
400 - 799 new dwellings (where heritage or arboricultural advice is required). Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	300.00	300.00	0.00%	0.00
800 or more new dwellings.***	SR	40001 9395	Each enquiry	9,000.00	10,000.00	11.11%	1,000.00
800 or more new dwellings (where heritage or arboricultural advice is required). Additional charge per expertise (in addition to related fee).***	SR	40001 9395	Each enquiry	300.00	300.00	0.00%	0.00
Site visit / meeting (additional fee) relating to any planning related enquiry.	SR	DC - 40001 9395 PP - 40101 9201	Each site visit or meeting	300.00	300.00	0.00%	0.00
Strategic sites (approximately 1,000 homes or more).	SR	40001 9395	Each enquiry	NEW	POA	NEW	NEW
Planning Performance Agreement (PPA).	SR	40001 9201	Fee per agreement	NEW	POA	NEW	NEW
<b>1.5 HIGH HEDGE COMPLAINTS</b>							
Complaints via written means (electronic or hard copy)	OS	40001 9369	Each enquiry	550.00	550.00	0.00%	0.00
Those on means tested benefits and war pensions will receive a 33% discount	OS	40001 9369	Each enquiry	368.50	368.50	0.00%	0.00
<b>1.6 WEEKLY LIST OF ALL PLANNING APPLICATIONS</b>							
<b>1.7 OADBY AND WIGSTON LOCAL PLAN</b>							
New Local Plan DPD (non resident or local group)**	OS	40101 9206	Each	45.00	45.00	0.00%	0.00
New Local Plan DPD (resident or local group)**	OS	40101 9206	Each	20.00	20.00	0.00%	0.00
<b>1.8 OTHER DOCUMENTS</b>							
Annual Monitoring Documents (Published Annually)**	OS	40101 9206	Each	20.00	20.00	0.00%	0.00
Supplementary Planning Document / Statements of Consultation**	OS	40101 9206	Each	20.00	20.00	0.00%	0.00
Employment Land Availability Study (Published Annually)**	OS	40101 9206	Each	20.00	20.00	0.00%	0.00
Landscape Character Assessment**	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Oadby & Wigston Green Wedge Management Strategy	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Oadby & Wigston Phase 1 Habitat Survey & Biodiversity Audit**	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Oadby and Wigston Employment Land and Premises Study**	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Statement of Community Involvement**	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Nature Conservation Strategy	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Local Development Scheme**	OS	40101 9206	Each	10.00	10.00	0.00%	0.00
HEDNA**	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Retail Study**	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Faith Community Study & Places of Worship Needs Assessment**	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Play & Recreational Facilities Study	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Affordable Housing Viability Assessment**	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Whole Plan Viability Assessment**	OS	40101 9206	Each	35.00	35.00	0.00%	0.00

Assessment of Highways and Transportation Implications	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Employment Sites & Brownfield Land Study	OS	40101 9206	Each	35.00	35.00	0.00%	0.00
Adopted Policies Map	OS	40101 9206	Each	20.00	20.00	0.00%	0.00

**Notes:**

- \* Relating to all chargeable enquiries not mentioned below; for example, Permitted Development right check, lawful use check, and planning permission check.
- \*\* Documents are available on the Council's website free of charge. [www.oadby-wigston.gov.uk](http://www.oadby-wigston.gov.uk)
- \*\*\* Does not include a site visit or meeting.

**VAT Key:**

- EX Exempt
- OS Non Business
- SR Standard Rated
- ZR Zero Rated

DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-2026		2026-2027		Percentage increase	£ increase	Notes						
				£	£	£	£									
<b>2 LICENCES</b>																
<b>2.1 PRIVATE HIRE OPERATOR'S LICENCE (5 YEARS)</b>																
1 to 5 Vehicles		OS 42001 9331	Each	1,050.00	1,090.00	3.81%	40.00									
6 to 10 Vehicles		OS 42001 9331	Each	1,550.00	1,610.00	3.87%	60.00									
11+ Vehicles		OS 42001 9331	Each	2,060.00	2,140.00	3.88%	80.00									
Replacement paper licence for operator		SR 42001 9373	Each	25.00	27.50	10.00%	2.50									
Changes to your operator licence (variations) - plus the difference in fee bracket		OS 42001 9388	Each	NEW	80.00	NEW	NEW									
Competency Test		OS 42001 9389	Each	55.00	60.00	9.09%	5.00									
<b>2.2 DRIVER'S LICENCE FEES (3 YEARS)</b>																
Hackney Carriage & Private Hire Driver Licence		OS 42001 9333	Each	350.00	365.00	4.29%	15.00									
Replacement driver I.D. badge		SR 42001 9373	Each	35.00	37.50	7.14%	2.50									
Replacement paper licence for driver		SR 42001 9373	Each	25.00	27.50	10.00%	2.50									
Changes to your driver licence (variations)		OS 42001 9388	Each	NEW	25.00	NEW	NEW									
Competency Test		OS 42001 9389	Each	55.00	60.00	9.09%	5.00									
<b>2.3 VEHICLE LICENCE FEES (1 YEAR)</b>																
Hackney Carriage & Private Hire Vehicle Licence		OS 42001 9335	Each	350.00	365.00	4.29%	15.00									
Electric Vehicle (50% discount)		OS 42001 9335	Each	175.00	182.50	4.29%	7.50									
Ultra Low Emission Vehicle (25% discount)		OS 42001 9335	Each	262.50	274.00	4.38%	11.50									
Wheelchair Accessible Vehicle (25% discount)		OS 42001 9335	Each	262.50	274.00	4.38%	11.50									
Transfer of Hackney Carriage & Private Hire Vehicle Licence (change of owner)		OS 42001 9377	Each	62.00	65.00	4.84%	3.00									
Replacement of external plate (holder, bracket and secure fixings)		SR 42001 9373	Each	36.00	37.50	4.17%	1.50									
Replacement internal vehicle licence		SR 42001 9373	Each	26.00	27.50	5.77%	1.50									
Replacement paper licence for vehicle		SR 42001 9373	Each	25.00	27.50	10.00%	2.50									
Changes to your vehicle licence (variations)		OS 42001 9388	Each	NEW	20.00	NEW	NEW									
HPI checks (new applicants)		SR 42001 9383	Each	22.00	22.50	2.27%	0.50									
Certificate of Compliance		OS 42001 9201	Each	25.00	27.50	10.00%	2.50									
<b>2.4 GAMBLING ACT 2005</b>																
Premises Licence																
New Applications																
Bingo		OS 42004 9410	Each	3,500.00	3,500.00	0.00%	0.00									
Betting Shop		OS 42004 9400	Each	3,000.00	3,000.00	0.00%	0.00									
Adult Gaming Centre		OS 42004 9414	Each	2,000.00	2,000.00	0.00%	0.00									
Track		OS 42004 9404	Each	2,500.00	2,500.00	0.00%	0.00									
Family Entertainment Centre		OS 42004 9323	Each	2,000.00	2,000.00	0.00%	0.00									
New Applications - where provisional statement already issued																
Bingo		OS 42004 9410	Each	1,200.00	1,200.00	0.00%	0.00									
Betting Shop		OS 42004 9400	Each	1,200.00	1,200.00	0.00%	0.00									
Adult Gaming Centre		OS 42004 9414	Each	1,200.00	1,200.00	0.00%	0.00									
Track		OS 42004 9404	Each	950.00	950.00	0.00%	0.00									
Family Entertainment Centre		OS 42004 9323	Each	950.00	950.00	0.00%	0.00									
Provisional Statement Applications																
Bingo		OS 42004 9410	Each	3,500.00	3,500.00	0.00%	0.00									
Betting Shop		OS 42004 9400	Each	3,000.00	3,000.00	0.00%	0.00									
Adult Gaming Centre		OS 42004 9414	Each	2,000.00	2,000.00	0.00%	0.00									
Track		OS 42004 9404	Each	2,500.00	2,500.00	0.00%	0.00									
Family Entertainment Centre		OS 42004 9323	Each	2,000.00	2,000.00	0.00%	0.00									
Transfer Applications																
Bingo		OS 42004 9410	Each	1,200.00	1,200.00	0.00%	0.00									
Betting Shop		OS 42004 9400	Each	1,200.00	1,200.00	0.00%	0.00									
Adult Gaming Centre		OS 42004 9414	Each	1,200.00	1,200.00	0.00%	0.00									
Track		OS 42004 9404	Each	950.00	950.00	0.00%	0.00									
Family Entertainment Centre		OS 42004 9323	Each	950.00	950.00	0.00%	0.00									
Existing Casino		OS 42004 9201	Each	1,350.00	1,350.00	0.00%	0.00									

Reinstatement Applications						
Bingo	OS	42004 9410	Each	1,200.00	1,200.00	0.00%
Betting Shop	OS	42004 9400	Each	1,200.00	1,200.00	0.00%
Adult Gaming Centre	OS	42004 9414	Each	1,200.00	1,200.00	0.00%
Track	OS	42004 9404	Each	950.00	950.00	0.00%
Family Entertainment Centre	OS	42004 9323	Each	950.00	950.00	0.00%
Existing Casino	OS	42004 9201	Each	1,350.00	1,350.00	0.00%
Variation Applications						
Bingo	OS	42004 9410	Each	1,750.00	1,750.00	0.00%
Betting Shop	OS	42004 9400	Each	1,500.00	1,500.00	0.00%
Adult Gaming Centre	OS	42004 9414	Each	1,000.00	1,000.00	0.00%
Track	OS	42004 9404	Each	1,250.00	1,250.00	0.00%
Family Entertainment Centre	OS	42004 9323	Each	1,000.00	1,000.00	0.00%
Existing Casino	OS	42004 9201	Each	2,000.00	2,000.00	0.00%
Annual Fees						
Bingo	OS	42004 9412	Each	1,000.00	1,000.00	0.00%
Betting Shop	OS	42004 9402	Each	600.00	600.00	0.00%
Adult Gaming Centre	OS	42004 9416	Each	1,000.00	1,000.00	0.00%
Track	OS	42004 9406	Each	1,000.00	1,000.00	0.00%
Family Entertainment Centre	OS	42004 9323	Each	750.00	750.00	0.00%
Existing Casino	OS	42004 9201	Each	3,000.00	3,000.00	0.00%
Notification of change of circumstances	OS	42004 9201	Each	50.00	50.00	0.00%
Request for copy of Premises Licence	OS	42004 9201	Each	25.00	25.00	0.00%
Permits						
Alcohol Licensed Premises Gaming Machine Permit Fees						
New	OS	42004 9423	Each	150.00	150.00	0.00%
New Existing S34 Permit holder (more than 2 machines)	OS	42004 9423	Each	100.00	100.00	0.00%
Variation of information on permit	OS	42004 9423	Each	100.00	100.00	0.00%
Notification of 2 machines or less (new & existing)	OS	42004 9423	Each	50.00	50.00	0.00%
Transfer	OS	42004 9423	Each	25.00	25.00	0.00%
Name change	OS	42004 9423	Each	25.00	25.00	0.00%
Replacement permit	OS	42004 9423	Each	15.00	15.00	0.00%
Annual fee (payable by premises with three or more machines)	OS	42004 9423	Each	50.00	50.00	0.00%
Club Gaming & Club Gaming Machine Permit Fees						
New	OS	42004 9421	Each	200.00	200.00	0.00%
New Existing Part II or Part III Gaming Act 1968 registrations	OS	42004 9421	Each	100.00	100.00	0.00%
New (fast track) holder of Club Premises Certificate under Licensing Act 2003	OS	42004 9421	Each	100.00	100.00	0.00%
Renewal	OS	42004 9421	Each	100.00	100.00	0.00%
Variation	OS	42004 9421	Each	100.00	100.00	0.00%
Replacement permit	OS	42004 9421	Each	15.00	15.00	0.00%
Annual fee	OS	42004 9421	Each	50.00	50.00	0.00%
Unlicensed Family Entertainment Centre Gaming Machine Permit Fees						
New	OS	42004 9323	Each	300.00	300.00	0.00%
New Existing Part II and Part III Gaming Act 1968 registrations	OS	42004 9323	Each	100.00	100.00	0.00%
Renewal	OS	42004 9323	Each	300.00	300.00	0.00%
Name change	OS	42004 9323	Each	25.00	25.00	0.00%
Replacement permit	OS	42004 9323	Each	15.00	15.00	0.00%
Prize Gaming Permit Fees						
New	OS	42004 9424	Each	300.00	300.00	0.00%
New Existing Section 16 Lotteries & Amusement Act 1976 Permit holder	OS	42004 9424	Each	100.00	100.00	0.00%
Renewal (every 10 years)	OS	42004 9424	Each	300.00	300.00	0.00%
Name change	OS	42004 9424	Each	25.00	25.00	0.00%
Replacement permit	OS	42004 9424	Each	15.00	15.00	0.00%
Temporary Use Notice						
	OS	42004 9322	Each	250.00	250.00	0.00%

<b>Small Society Lotteries</b>						
New	OS	42004 9420	Each	40.00	40.00	0.00%
Annual fee	OS	42004 9420	Each	20.00	20.00	0.00%
<b>2.5 LICENSING ACT 2003</b>						
New premises application (subject to NNDR band)						
Band A	OS	42003 9364	Each	100.00	100.00	0.00%
Band B	OS	42003 9364	Each	190.00	190.00	0.00%
Band C	OS	42003 9364	Each	315.00	315.00	0.00%
Band D	OS	42003 9364	Each	450.00	450.00	0.00%
Band E	OS	42003 9364	Each	635.00	635.00	0.00%
Band D primary alcohol x2	OS	42003 9364	Each	900.00	900.00	0.00%
Band E primary alcohol x3	OS	42003 9364	Each	1,905.00	1,905.00	0.00%
Annual renewal fees (subject to NNDR band)						
Band A	OS	42003 9381	Each	70.00	70.00	0.00%
Band B	OS	42003 9381	Each	180.00	180.00	0.00%
Band C	OS	42003 9381	Each	295.00	295.00	0.00%
Band D	OS	42003 9381	Each	320.00	320.00	0.00%
Band E	OS	42003 9381	Each	350.00	350.00	0.00%
Band D primary alcohol x2	OS	42003 9381	Each	640.00	640.00	0.00%
Band E primary alcohol x3	OS	42003 9381	Each	1,050.00	1,050.00	0.00%
Other fees						
Personal licence (grant)	OS	42003 9371	Each	37.00	37.00	0.00%
Personal licence change of details	OS	42003 9375	Each	10.50	10.50	0.00%
Temporary event notices (TEN)	OS	42003 9372	Each	21.00	21.00	0.00%
Theft/loss of premises licence/club certificate, summary, personal licence or TEN	OS	42003 9373	Each	10.50	10.50	0.00%
Application for provisional statement	OS	42003 9374	Each	315.00	315.00	0.00%
Change of name and address	OS	42003 9375	Each	10.50	10.50	0.00%
Variation of designated premises supervisors (DPS)	OS	42003 9376	Each	23.00	23.00	0.00%
Variation to include alternative condition (no DPS)	OS	42003 9376	Each	23.00	23.00	0.00%
Application for transfer of premises license	OS	42003 9377	Each	23.00	23.00	0.00%
Interim authority notice	OS	42003 9378	Each	23.00	23.00	0.00%
Right of freeholder to be notified of licensing matters	OS	49901 9356	Each	21.00	21.00	0.00%
Minor variation	OS	42003 9393	Each	89.00	89.00	0.00%
<b>2.6 LICENCE FEES</b>						
<b>Street Trading</b>						
Street Trading per outlet - fixed						
Half a day (5 hours)	OS	42002 9440	Each	75.00	80.00	6.67%
1 day a week	OS	42002 9440	Each	150.00	155.00	3.33%
1 month	OS	42002 9440	Each	200.00	210.00	5.00%
3 month	OS	42002 9440	Each	300.00	315.00	5.00%
6 month	OS	42002 9440	Each	580.00	600.00	3.45%
12 month	OS	42002 9440	Each	770.00	800.00	3.90%
Street Trading per outlet - mobile						
1 day a week	OS	42002 9440	Each	150.00	155.00	3.33%
1 month	OS	42002 9440	Each	200.00	210.00	5.00%
3 month	OS	42002 9440	Each	300.00	310.00	3.33%
6 month	OS	42002 9440	Each	580.00	600.00	3.45%
12 month	OS	42002 9440	Each	770.00	800.00	3.90%
One off event licence	OS	42002 9440	Each	125.00	130.00	4.00%
Dual 12 month licence	OS	42002 9440	Each	1,240.00	1,285.00	3.63%
Transfer of consent (fixed or mobile)	OS	42002 9440	Each	100.00	105.00	5.00%
<b>Sex Establishments</b>						
Sex shop / sexual entertainment venue	OS	42002 9323	Each	4,000.00	4,150.00	3.75%
Renewal	OS	42002 9323	Each	4,000.00	4,150.00	3.75%
Transfer of licence	OS	42002 9323	Each	NEW	750.00	NEW
Variation of licence	OS	42002 9323	Each	NEW	250.00	NEW

<b>Pavement Licences (2 years)</b>						
New licence	OS 42002 9442	Each	256.00	500.00	95.31%	244.00
Renewal of licence	OS 42002 9442	Each	200.00	350.00	75.00%	150.00
<b>Scrap Metal Dealers</b>						
Site licence - New & Renewal	OS 42002 9337	Each	500.00	520.00	4.00%	20.00
Collectors licence - New & Renewal	OS 42002 9337	Each	400.00	415.00	3.75%	15.00
Variation of licence	OS 42002 9337	Each	110.00	115.00	4.55%	5.00
Change of name	OS 42002 9337	Each	60.00	65.00	8.33%	5.00
Replacement of documentation	OS 42002 9337	Each	NEW	27.50	NEW	NEW
<b>Animal Activity - New Application Fees</b>						
Application Fee:						
Selling animals as pets	OS 42002 9327	Each	180.00	185.00	2.78%	5.00
Selling animals as pets where Dangerous Wild Animals (DWA) are also sold	OS 42002 9334	Each	250.00	260.00	4.00%	10.00
Hiring out 1 to 5 horses	OS 42002 9325	Each	440.00	455.00	3.41%	15.00
Hiring out 6 to 10 horses	OS 42002 9325	Each	500.00	520.00	4.00%	20.00
Hiring out 11 to 20 horses	OS 42002 9325	Each	560.00	580.00	3.57%	20.00
Breeding	OS 42002 9326	Each	500.00	520.00	4.00%	20.00
Boarding of animals	OS 42002 9327	Each	320.00	330.00	3.13%	10.00
Training of animals for exhibition	OS 42002 9386	Each	180.00	185.00	2.78%	5.00
Grant Fee:						
Selling animals as pets	OS 42002 9327	Each	300.00	310.00	3.33%	10.00
Selling animals as pets where Dangerous Wild Animals (DWA) are also sold	OS 42002 9334	Each	150.00	155.00	3.33%	5.00
Hiring out 1 to 5 horses	OS 42002 9325	Each	290.00	300.00	3.45%	10.00
Hiring out 6 to 10 horses	OS 42002 9325	Each	340.00	355.00	4.41%	15.00
Hiring out 11 to 20 horses	OS 42002 9325	Each	395.00	410.00	3.80%	15.00
Breeding	OS 42002 9326	Each	150.00	155.00	3.33%	5.00
Boarding of animals	OS 42002 9327	Each	150.00	155.00	3.33%	5.00
Training of animals for exhibition	OS 42002 9386	Each	150.00	155.00	3.33%	5.00
<b>Animal Activity - Renewal Application Fees</b>						
Application Fee:						
Selling animals as pets	OS 42002 9327	Each	180.00	185.00	2.78%	5.00
Selling animals as pets where Dangerous Wild Animals (DWA) are also sold	OS 42002 9334	Each	250.00	260.00	4.00%	10.00
Hiring out 1 to 5 horses	OS 42002 9325	Each	440.00	455.00	3.41%	15.00
Hiring out 6 to 10 horses	OS 42002 9325	Each	500.00	520.00	4.00%	20.00
Hiring out 11 to 20 horses	OS 42002 9325	Each	560.00	580.00	3.57%	20.00
Breeding	OS 42002 9326	Each	450.00	465.00	3.33%	15.00
Boarding of animals	OS 42002 9327	Each	280.00	290.00	3.57%	10.00
Training of animals for exhibition	OS 42002 9386	Each	180.00	185.00	2.78%	5.00
Grant Fee:						
Selling animals as pets	OS 42002 9327	Each	300.00	310.00	3.33%	10.00
Selling animals as pets where Dangerous Wild Animals (DWA) are also sold	OS 42002 9334	Each	150.00	155.00	3.33%	5.00
Hiring out 1 to 5 horses	OS 42002 9325	Each	290.00	300.00	3.45%	10.00
Hiring out 6 to 10 horses	OS 42002 9325	Each	340.00	355.00	4.41%	15.00
Hiring out 11 to 20 horses	OS 42002 9325	Each	395.00	410.00	3.80%	15.00
Breeding	OS 42002 9326	Each	150.00	155.00	3.33%	5.00
Boarding of animals	OS 42002 9327	Each	150.00	155.00	3.33%	5.00
Training of animals for exhibition	OS 42002 9386	Each	150.00	155.00	3.33%	5.00
Re-assessment of star rating	OS 42002 9388	Each	200.00	210.00	5.00%	10.00
Minor variation - no visit	OS 42002 9388	Each	120.00	125.00	4.17%	5.00
Major variation - visit	OS 42002 9388	Each	150.00	155.00	3.33%	5.00
Additional licensable activity	OS 42002 9387	Each	80.00	85.00	6.25%	5.00
<b>Tattooists, Ear Piercing, Acupuncture, Semi- Permanent Make-up &amp; Electrolysis</b>						
Premises licence	OS 42002 9329	Each	300.00	310.00	3.33%	10.00
Personal licence	OS 42002 9329	Each	120.00	125.00	4.17%	5.00
Combined	OS 42002 9329	Each	370.00	385.00	4.05%	15.00
<b>Hairdresser</b>						
Premises licence	OS 42002 9336	Each	200.00	210.00	5.00%	10.00
Personal licence	OS 42002 9336	Each	120.00	125.00	4.17%	5.00

Combined	OS	42002 9336	Each	370.00	385.00	4.05%	15.00
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**VAT Key:**

EX Exempt  
OS Non Business  
SR Standard Rated  
ZR Zero Rated

DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-2026 £	2026-2027 £	Percentage increase	£ increase	Notes
<b>3 ENVIRONMENTAL HEALTH</b>								
<b>3.1 ENVIRONMENTAL HEALTH SERVICES</b>								
<b>Environment &amp; Safety Information Act 1988</b>								
Copies of entries in register	SR	14001 9200	Each	16.00	17.00	6.25%	1.00	
<b>Food Safety</b>								
Copies of register of food businesses	SR	14001 9200	Each	750.00	779.00	3.87%	29.00	
<b>Environmental Protection</b>								
Copies of register of authorisations	SR	14001 9200	Each	70.00	73.00	4.29%	3.00	
<b>Food Export Certificate</b>								
Certificate	OS	14001 9200	Each	170.00	200.00	17.65%	30.00	
Amendments	OS	14001 9200	Each	NEW	25.00	NEW	NEW	
<b>Food Hygiene Inspections (Food Hygiene Rating Scheme)</b>								
Food hygiene re-rating inspections	OS	14001 9200	Each	200.00	220.00	10.00%	20.00	
<b>Works in default</b>								
Works in default - recovery of costs	SR	14001 9104	-	Cost	Cost	-	-	
Works in default - administrative expenses and officer time - Hourly Rate	SR	14001 9104	-	Hourly Rate	Hourly Rate	-	-	
<b>Fixed Penalty Notices - Statutory Charges</b>								
Full list of FPNs can be found on <a href="http://www.oadby-wigston.gov.uk/pages/fixed_penalty_notices_and_fines">www.oadby-wigston.gov.uk/pages/fixed_penalty_notices_and_fines</a>								
<b>Dog Control</b>								
Stray dogs - statutory charge	OS	14007 9200	Each	25.00	26.00	4.00%	1.00	
Collect & return to owner/ take to kennels	OS	14007 9200	Each	87.50	91.00	4.00%	3.50	
Collect & return if dog strays >1 (in 6 month period)	OS	14007 9200	Each	129.00	134.00	3.88%	5.00	
Kennelling fee	OS	14007 9200	Per Day	14.50	15.00	3.45%	0.50	
Emergency vets fee (plus 10% admin fee) - recovery of costs	SR	14007 9200	Visit	Cost	Cost	-	-	
<b>3.2 PRIVATE SECTOR HOUSING</b>								
<b>Private Sector Housing</b>								
Accommodation Certificates	OS	42005 9360	Each	185.00	195.00	5.41%	10.00	
Change of details on certificate	OS	42005 9360	Each	35.00	40.00	14.29%	5.00	
New Application 5 year Licensing of Houses in Multiple Occupation (HMO)	OS	42005 9392	Each	800.00	550.00	-31.25%	-250.00	Orginal fee was not structured in line with Hemming
Additional Fee for Unlicensed Premises	OS	42005 9392	Each	400.00	450.00	12.50%	50.00	Amended to reflect additional work required
Enforcement fee	OS	42005 9392	Each	400.00	450.00	12.50%	50.00	Amended in line with fees agreed by L&RC
Deductions for:								
Second house to be licensed	OS	42005 9392	Each	-30.00	-50.00	66.67%	-20.00	Amended in line with Selective Licensing
Membership of approved accreditation schemes	OS	42005 9392	Each	-100.00	-100.00	0.00%	0.00	Fixed in line with Selective Licensing
Membership of approved landlord scheme	OS	42005 9392	Each	-100.00	-100.00	0.00%	0.00	Fixed in line with Selective Licensing
Notices served under Housing Act 2004	OS	42005 9392	Per Hour	52.00	55.00	5.77%	3.00	
Expenses incurred in determining Enforcement Action	OS	42005 9392	-	Cost	Cost	-	-	
<b>3.3 SELECTIVE LICENSING SCHEME</b>								
<b>Selective Licensing Scheme Fees</b>								
Application Fee	OS	42005 9441	Each	450.00	450.00	0.00%	0.00	
Standard Fee	OS	42005 9441	Each	350.00	350.00	0.00%	0.00	
Accredited Fee	OS	42005 9441	Each	350.00	350.00	0.00%	0.00	

Multi-Property Discount	OS	42005 9441	Each	400.00	400.00	0.00%	0.00
Previous Applicant Discount	OS	42005 9441	Each	400.00	400.00	0.00%	0.00
Subsistence Fee							
Standard Fee	OS	42005 9441	Each	400.00	400.00	0.00%	0.00
Accredited Fee	OS	42005 9441	Each	400.00	400.00	0.00%	0.00
Multi-Property Discount	OS	42005 9441	Each	400.00	400.00	0.00%	0.00
Previous Applicant Discount	OS	42005 9441	Each	300.00	300.00	0.00%	0.00
<b>Supplementary Fees</b>							
Application Fee							
Accredited and Multi-Property	OS	42005 9441	Each	300.00	300.00	0.00%	0.00
Accredited and Previous Applicant	OS	42005 9441	Each	300.00	300.00	0.00%	0.00
Identified Property/Late Application Fee	OS	42005 9441	Each	750.00	750.00	0.00%	0.00
Variation to Licence	OS	42005 9441	Each	30.00	30.00	0.00%	0.00
				As per appropriate fee above	As per appropriate fee above	-	-
One year Licence (Following Inspection)	OS	42005 9441	Each				
Subsistence Fee							
Accredited and Multi-Property	OS	42005 9441	Each	400.00	400.00	0.00%	0.00
Accredited and Previous Applicant	OS	42005 9441	Each	300.00	300.00	0.00%	0.00
Identified Property/Late Application Fee	OS	42005 9441	Each	400.00	400.00	0.00%	0.00
One year Licence (Following Inspection)	OS	42005 9441	Each	800.00	800.00	0.00%	0.00
<b>3.4 ABANDONED VEHICLE</b>							
Abandoned vehicle charge	OS	14001 9200	Each	150.00+	150.00+	-	-
Per day storage - maximum of 15 days storage & only if vehicle is worth >£1000 in value	SR	14001 9200	Daily	10.00+	10.00+	-	-
Disposal fee	SR	14001 9200	Each	50.00+	50.00+	-	-
<b>3.5 CONTAMINATED LAND ENQUIRIES</b>							
Written correspondence	OS	14001 9200	Per Letter	82.00	85.00	3.66%	3.00
Additional hourly charge	OS	14001 9200	Per Hour	72.00	75.00	4.17%	3.00
<b>3.6 CCTV</b>							
Request for viewing	SR	14001 9200	Each	POA	POA	-	-
<b>3.7 SOLICITOR/ BUSINESS REQUESTS INCLUDING FACTUAL REPORTS</b>							
Written correspondence	SR	14001 9200	Per Letter	82.00	85.00	3.66%	3.00
Additional hourly charge	SR	14001 9200	Per Hour	72.00	75.00	4.17%	3.00

**VAT Key:**

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 ZR Zero Rated

DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-2026		2026-2027		Percentage increase	£ increase	Notes						
				£	£	£	£									
<b>4 CORPORATE RESOURCES</b>																
<b>4.1 COPIES OF OFFICIAL / CERTIFIED COUNCIL DOCUMENTS</b>																
Annual Report & Budget Book (Hard-Copy Only)	ZR	30201 9206	Each set	56.00	58.00	3.57%	2.00									
Agendas, Reports & Background Documents (Hard-Copy Only)	ZR	30201 9206	Each set	24.00	25.00	4.17%	1.00									
Minutes (Hard-Copy Only)	ZR	30201 9206	Each set	18.00	19.00	5.56%	1.00									
Miscellaneous Legal Contracts, Agreements, Deeds, Instruments etc.	SR	39904 9206	Each doc	52.00	54.00	3.85%	2.00									
<b>4.2 LEGAL / ADMINISTRATIVE SERVICES</b>																
Simple Transfers, Charges, Leases, Licences, Other Agreements etc.	SR	39904 9105	Each set	POA	POA	-	-									
Complex Transfers, Charges, Leases, Licences, Other Agreements etc.	SR	39904 9105	Each set	POA	POA	-	-									
Commercial Transfers, Charges, Leases, Licences, Other Agreements etc.	SR	39904 9105	Each set	POA	POA	-	-									
Freehold / Leasehold Property Enquires	SR	39904 9105	Each set	258.00	268.00	3.88%	10.00									
Statutory Declarations, Statements, Affidavits, Certificates	SR	39904 9105	Each doc	POA	POA	-	-									
Certification of Original Documents	SR	39904 9356	Each doc	POA	POA	-	-									
Miscellaneous Hourly Rates (Qualified over 8ys)	SR	39904 9105	Per hour	200.00	208.00	4.00%	8.00									
Miscellaneous Hourly Rates (Non-Qualified)	SR	39904 9105	Per hour	138.00	143.00	3.62%	5.00									
<b>4.3 LOCAL LAND CHARGES (LLC)</b>																
Set by BDC																
Full Search (LLC and Con29R) (Residential / Commercial)	OS	30101 9200	Per Search	External	External	0.00%	0.00									
LLC1 Search	OS	30101 9200	Each	External	External	0.00%	0.00									
CON29R Search	OS	30101 9200	Each	External	External	0.00%	0.00									
CON29 Optional (Questions 4-22 each)	OS	30101 9200	Each	External	External	0.00%	0.00									
CON29 Building Regs (Q1.1j-l and 3.8 each)	OS	30101 9200	Each	External	External	0.00%	0.00									
LLC1 Additional parcel fee	OS	30101 9200	Each	External	External	0.00%	0.00									
CON29R Additional parcel fee (up to a maximum of 10)	OS	30101 9200	Each	External	External	0.00%	0.00									
Own written questions	OS	30101 9200	Each	External	External	0.00%	0.00									
<b>4.4 COPIES OF BYLAWS (Statutory max 20p per 100 words)</b>																
	SR	39904 9206	Each	External	External	0.00%	0.00									
<b>4.5 ELECTORAL SERVICES</b>																
Written proof of registration	OS	30401 9203	Each	POA	POA	-	-									
Forwarding of documents	OS	30401 9203	Each	POA	POA	-	-									
Written proof of historical registration	OS	30401 9203	Each	POA	POA	-	-									
Sale of registers (open register, marked register etc.).	OS	30401 9203	Each	POA	POA	-	-									
<b>4.6 ENVIRONMENTAL INFORMATION REGULATIONS (EIR) CHARGES</b>																
Photocopy or printing, standard, black and white, normal paper - min A4	SR	39904 9356	Per Page	0.10	3.00	2900.00%	2.90									
Photocopy or printing, standard, black and white, normal paper - A3	SR	39904 9356	Per Page	0.15	3.00	1900.00%	2.85									
Photocopy or printing, standard, black and white, normal paper - A2	SR	39904 9356	Per Page	0.21	10.00	4661.90%	9.79									
Photocopy or printing, standard, black and white, normal paper - A1	SR	39904 9356	Per Page	0.26	10.00	3746.15%	9.74									
Photocopy or printing, standard, black and white, normal paper - A0	SR	39904 9356	Per Page	0.52	10.00	1823.08%	9.48									
Reproduction of data onto other Portal / Cloud Device etc.	SR	39904 9356	Each	POA	POA	-	-									
Miscellaneous Expenses and Disbursements	EX	39904 9054	-	POA	POA	-	-									
<b>4.7 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	OS	39904 9356	-	POA	POA	-	-									

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DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-	2026-	Percentage increase	£ increase	Notes						
				2026	2027									
<b>5 HOUSING</b>														
<b>5.1 HOUSING FEES</b>														
Use of Guest Rooms														
Chartwell House	EX	11501 9552	Night	26.00	27.00	3.85%	1.00							
Marriott House	EX	11502 9552	Night	26.00	27.00	3.85%	1.00							
William Peardon Court	EX	11503 9552	Night	26.00	27.00	3.85%	1.00							
Room Hire Communal Lounge														
Chartwell House	EX	11501 9554	Hourly	23.00	24.00	4.35%	1.00							
Marriott House	EX	11502 9554	Hourly	23.00	24.00	4.35%	1.00							
William Peardon Court	EX	11503 9554	Hourly	23.00	24.00	4.35%	1.00							
Hostel Charge	EX	14202 9600	Weekly	251.55	263.63	4.80%	12.07	Rent increase of 4.8%						
Replacement Key	SR	10001 9362	Each	10.00	15.00	50.00%	5.00							
Key Fob Deposits - Refundable	OS	62023 9629	Each	10.00	15.00	50.00%	5.00							
Rechargeable Repairs - Recovery of Costs	SR	10001 9200	-	Cost	Cost	-		Cost of a repair that is due to tenant neglect or misuse. Invoices need to show total cost of works, the outstanding balance due, administration fee and any VAT applied as appropriate.						
Rechargeable Repairs - Adminstrative Expenses	SR	10001 9200	-	NEW	20.00	NEW	NEW							
Personal contribution for emergency accommodation														
Households on JSA/IS (weekly charge)	EX	14201 9104	Weekly	24.00	24.00	0.00%	0.00							
Employed households (daily charge)	EX	14201 9104	Weekly	108.50	108.50	0.00%	0.00							

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DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-2026 2026-2027 Percentage			Notes
				£	£	increase £ increase	
<b>6 CEMETERIES</b>							
The charges below are to be read in conjunction with the Cemetery Rules and Regulations which are available at <a href="http://www.oadby-wigston.gov.uk/cemeteries">www.oadby-wigston.gov.uk/cemeteries</a> or from the Cemeteries Office.							
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.							
All children's burial fees are free to bereaved parents and will be reclaimed from the Children's Funeral Fund for England.							
<b>6.1 PURCHASE OF GRAVE AND EXCLUSIVE RIGHT OF BURIAL</b>							
<b>Borough Resident</b>							
Adult grave (over 12 years)		EX 20102 9200		1,166.00	1,210.00	3.77%	44.00
Child's grave (up to and including 12 years)		EX 20102 9200		324.00	336.00	3.70%	12.00
Cremated remains plot (Garden of Remembrance)		EX 20102 9200		596.00	619.00	3.86%	23.00
<b>Non-Resident</b>							
The above charges are trebled in the case of a Non Resident of the Borough of Oadby and Wigston							
Adult grave (over 12 years)		EX 20102 9200		3,498.00	3,630.00	3.77%	132.00
Child's grave (up to and including 12 years)		EX 20102 9200		972.00	1,008.00	3.70%	36.00
Cremated remains plot (Garden of Remembrance)		EX 20102 9200		1,788.00	1,857.00	3.86%	69.00
The fees above include the issue of the Deed of Grant of Burial which is given for a period of 100 years							
To extend the exclusive right of burial in a grave previously purchased for a further 50 years.		EX 20102 9200		233.00	242.00	3.86%	9.00
<b>NOTE:</b>							
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>							
<b>Borough Resident</b>							
Child (up to one month in age)*		EX 20102 9200		-	-	-	-
Child (over one month in age up to and including 12 years)*		EX 20102 9200		194.00	201.00	3.61%	7.00
A person over the age of 12 years*		EX 20102 9200		674.00	700.00	3.86%	26.00
Interment of cremated remains*		EX 20102 9200		233.00	242.00	3.86%	9.00
A scattering of Ashes		EX 20102 9200		104.00	108.00	3.85%	4.00
<b>Non-Resident</b>							
The above charges are double in the case of a non resident of the Borough of Oadby and Wigston.							
Child (up to one month in age)*		EX 20102 9200		-	-	-	-
Child (over one month in age up to and including 12 years)*		EX 20102 9200		388.00	402.00	3.61%	14.00
A person over the age of 12 years*		EX 20102 9200		1,348.00	1,400.00	3.86%	52.00
Interment of cremated remains*		EX 20102 9200		466.00	484.00	3.86%	18.00
A scattering of Ashes		EX 20102 9200		208.00	216.00	3.85%	8.00
*Additional charge for burial with less than 48 hours notice or cremated remains with less than 24 hours notice over and above charges for both residents and non residents.							
<b>6.3 WALLED GRAVES AND VAULTS</b>							
<b>For the right to construct a walled grave or vault</b>							
9ft x 9ft		EX 20102 9200		1,556.00	1,615.00	3.79%	59.00
9ft x 4ft		EX 20102 9200		1,258.00	1,306.00	3.82%	48.00
<b>6.4 MONUMENTS, HEADSTONES, TABLETS AND INSCRIPTIONS - PERMIT FEES</b>							
A memorial permit must be obtained before any memorial is installed or modified. Permit fees cover administration and memorial safety inspections by the cemetery. For further information on memorials, including permitted sizes in each section of the cemeteries see the Cemetery Rules and Regulations.							
Up to and including 1ft in height (300mm)		EX 20102 9200		104.00	108.00	3.85%	4.00
Over 1ft but not exceeding 2ft 6in. (300mm to 750mm)		EX 20102 9200		143.00	148.00	3.50%	5.00
Over 2ft 6in (over 750mm)		EX 20102 9200		272.00	282.00	3.68%	10.00
Kerbstone, Borderstone or Flatstone enclosing or over a grave		EX 20102 9200		311.00	323.00	3.86%	12.00

For the right to place an inscribed plaque on the memorial at the Garden of Remembrance at Oadby Cemetery						
Up to and including 6ins x 4ins (150mm x 100mm)	EX 20102 9200	91.00	94.00	3.30%	3.00	
Over 6ins x 4ins (150mm x 100mm)	EX 20102 9200	130.00	135.00	3.85%	5.00	
For each inscription after the first inscription	EX 20102 9200	78.00	81.00	3.85%	3.00	
Replacement of existing memorial - administration fee	EX 20102 9200	78.00	81.00	3.85%	3.00	
<b>6.5 MISCELLANEOUS</b>						
Transfer of Grave Ownership	OS 20102 9200	78.00	81.00	3.85%	3.00	
For Searches of registers, copies and extracts						
Search of registers by Council staff - per hour or part hour	OS 20102 9200	39.00	40.00	2.56%	1.00	
Search of registers - in person - per hour or part hour (by prior appointment only)	OS 20102 9200	39.00	40.00	2.56%	1.00	
Certificated copies of entry	OS 20102 9200	39.00	40.00	2.56%	1.00	
Notice of Interment Forms						
Use of the Chapel at Wigston Cemetery - per funeral	EX 20102 9200	213.00	221.00	3.76%	8.00	
Memorial Tree - purchased and planted by Council - donation	EX 20102 9200	285.00	296.00	3.86%	11.00	
Memorial bench - purchased and installed by Council - donation	EX 20102 9200	998.00	1,036.00	3.81%	38.00	
Exhumation (where requested by Deed Holder - subject to the required statutory approvals) - burial plot	EX 20102 9200	1,011.00	1,049.00	3.76%	38.00	
Exhumation (where requested by Deed Holder - subject to the required statutory approvals) - casket plot	EX 20102 9200	350.00	363.00	3.71%	13.00	

**\* DEFINITION OF THE TERM RESIDENT \***

For Purchase of Grant of Right of Burial a **RESIDENT** is defined as:

A person who, at the time of applying, has a permanent home address within the Borough

For Interments a **RESIDENT** is defined as:

A person who had resided at a private address within the Borough for 5 consecutive years immediately preceding the date

or death **OR**

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 **OR**

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:**

EX Exempt

OS Non Business

SR Standard Rated

ZR Zero Rated

DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-2026 2026-2027 Percentage				Notes				
				£	£	increase	£ increase					
<b>7 ADVERTISING &amp; SPONSORSHIPS</b>												
<b>7.1 ADVERTISING ON THE DIGITAL DISPLAY SCREENS</b>												
Community Groups/ Charity not-for-profit advert												
First advert in quarter	SR	30001 9201	First screen only	0.00	0.00	0.00%	0.00					
First advert in quarter on all three screens	SR	30001 9201	Additional screens	52.00	54.00	3.85%	2.00					
Additional adverts in same quarter	SR	30001 9201	Per screen	26.00	27.00	3.85%	1.00					
Business within the Borough, community groups outside the borough or Community Groups/ Charities from within the borough with a for-profit advert												
Advert shown for up to one month	SR	30001 9201	Per screen	52.00	54.00	3.85%	2.00					
Advert shown for between one and three months	SR	30001 9201	Per screen	129.00	134.00	3.88%	5.00					
Advert shown for between three months and six months	SR	30001 9201	Per screen	258.00	268.00	3.88%	10.00					
Advert shown for between six and 12 months	SR	30001 9201	Per screen	464.00	482.00	3.88%	18.00					
Businesses outside the Borough												
Advert shown for up to one month	SR	30001 9201	Per screen	103.00	107.00	3.88%	4.00					
Advert shown for between one and three months	SR	30001 9201	Per screen	258.00	268.00	3.88%	10.00					
Advert shown for between three months and six months	SR	30001 9201	Per screen	515.00	535.00	3.88%	20.00					
Advert shown for between six and 12 months	SR	30001 9201	Per screen	927.00	962.00	3.78%	35.00					
<b>NOTE: 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>												
<b>7.2 ADVERTISING ON THE COUNCIL'S INTERNAL INTRANET AND STAFF NEWSLETTER</b>												
All advertisers	SR	30001 9201	Per week	52.00	54.00	3.85%	2.00					
<b>NOTE: A 20% discount will be applied for subsequent weeks featuring the same advert</b>												
<b>7.3 ADVERTISING ALONGSIDE THE COUNCIL'S OUR BOROUGH LEAFLET</b>												
All advertisers												
Single sided A5 leaflet	SR	30001 9201	Per edition	1,803.00	1,872.00	3.83%	69.00					
Doubled sided A5 leaflet	SR	30001 9201	Per edition	2,009.00	2,085.00	3.78%	76.00					
<b>7.4 ADVERTISING WITHIN EMAILS SENT THROUGH THE COUNCIL'S EMAIL SUBSCRIPTION SERVICE</b>												
Promotion of a not-for-profit community event within the borough to 2,700+ what's on and events subscribers	SR	30001 9201	Per email	103.00	107.00	3.88%	4.00					
Promotion of a for-profit community event within the borough 2,700+ what's on and events subscribers	SR	30001 9201	Per email	412.00	428.00	3.88%	16.00					
Promotion of a not-for-profit community event outside of the borough 2,700+ what's on and events subscribers	SR	30001 9201	Per email	206.00	214.00	3.88%	8.00					
Promotion of a for-profit community event outside of the borough 2,700+ what's on and events subscribers	SR	30001 9201	Per email	824.00	855.00	3.76%	31.00					
Inclusion of square/rectangle advert in 5 emails to subscribers in a one-month period (guaranteed to be delivered to a minimum of 10,000 times*).	SR	30001 9201	Per month	258.00	268.00	3.88%	10.00					
Inclusion of banner advert in a 5 emails to subscribers in a one-month period (guaranteed to be delivered a minimum of 10,000 times*).	SR	30001 9201	Per month	412.00	428.00	3.88%	16.00					

**Notes:**

\* Prices for adhoc requests are available

**VAT Key:**

EX Exempt

DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-2026			2026-2027			Notes
				£	£	Percentage increase	£	£ increase		
<b>8 RECREATION GROUNDS, PAVILION, OFFICES &amp; GREEN SPACES HIRE</b>										
<b>8.1 BROCKS HILL COUNCIL OFFICES</b>										
<b>Civic suite combined (large - accommodates 80 with row seating)</b>										
Commercial										
First hour		SR 39917 9201		52.00	54.00	3.85%	2.00			
Subsequent/ part hour		SR 39917 9201		41.00	43.00	4.88%	2.00			
Non-commercial										
First hour		SR 39917 9201		41.00	43.00	4.88%	2.00			
Subsequent/ part hour		SR 39917 9201		31.00	32.00	3.23%	1.00			
<b>Civic suite 2 (medium - accommodates 20), Civic suite 1 (small - accommodates 16)</b>										
Commercial										
First hour		SR 39917 9201		37.00	38.00	2.70%	1.00			
Subsequent/ part hour		SR 39917 9201		25.00	26.00	4.00%	1.00			
Non-commercial										
First hour		SR 39917 9201		29.00	30.00	3.45%	1.00			
Subsequent/ part hour		SR 39917 9201		22.00	23.00	4.55%	1.00			
<b>Campfire room (accommodates 5):</b>										
Commercial										
First hour		SR 39917 9201		26.00	27.00	3.85%	1.00			
Subsequent/ part hour		SR 39917 9201		16.00	17.00	6.25%	1.00			
Non-commercial										
First hour		SR 39917 9201		21.00	22.00	4.76%	1.00			
Subsequent/ part hour		SR 39917 9201		13.00	13.00	0.00%	0.00			
<b>8.2 BROCKS HILL COUNTRY PARK (EDUCATION VISITS)</b>										
Each activity for up to 20 children maximum - schools located within the borough. There is no charge for teachers/ leaders.	EX	20201 9201		72.00	75.00	4.17%	3.00			
Each activity for up to 20 children maximum - schools located outside the borough. There is no charge for teachers/ leaders.	EX	20201 9201		82.00	85.00	3.66%	3.00			
Self-led activity kits. The loss or damage of any of the equipment provided will be recharged.	EX	20201 9201		52.00	54.00	3.85%	2.00			
<b>8.3 ROOM HIRE PER HOUR - VAT EXEMPT PAVILIONS</b>										
Freer Centre		20004 ****								
Sheila Mitchell Pavilion		20005 ****								
Uplands Park Pavilion		20012 ****								
<b>Freer Centre</b>										
Freer Centre room hire (Fri) - first hour	EX	20004 9554		46.00	48.00	4.35%	2.00			
Freer Centre room hire (Fri) - subsequent/part hour	EX	20004 9554		19.00	20.00	5.26%	1.00			
Freer Centre room hire (Sat) - first hour	EX	20004 9554		53.00	55.00	3.77%	2.00			
Freer Centre room hire (Sat) - subsequent/part hour	EX	20004 9554		19.00	20.00	5.26%	1.00			
Freer Centre room hire (Sun) - first hour	EX	20004 9554		59.00	61.00	3.39%	2.00			
Freer Centre room hire (Sun) - subsequent/part hour	EX	20004 9554		19.00	20.00	5.26%	1.00			
<b>NOTE:</b> Room hire fee includes an inspection fee (Fri £20; Sat £26, Sun £32)										
<b>Non-commercial</b>										
First hour	EX	***** 9539	First Hour	26.00	27.00	3.85%	1.00			
Each subsequent hour or part hour	EX	***** 9539	Per Hour	19.00	20.00	5.26%	1.00			
<b>Commercial</b>										
First hour	EX	***** 9538	First Hour	31.00	32.00	3.23%	1.00			
Each subsequent hour or part hour	EX	***** 9538	Per Hour	22.00	23.00	4.55%	1.00			

Refundable deposit per booking (full or part)	EX 62023 9627	Deposit	100.00	100.00	0.00%	0.00
Charge for lost keys - in relation to late return fee below	EX ***** 9539	Each	23.00	24.00	4.35%	1.00
Late return of keys	EX ***** 9539	Per working day	15.00	16.00	6.67%	1.00

**NOTE:** Saturday evening hire - minimum charge of 4 hours booking from 5pm onwards

#### 8.4 ROOM HIRE PER HOUR - VATABLE PAVILIONS

Thythorn Hill	20013 ****
Coombe Park Pavilion	20015 ****
<b>Non-commercial</b>	
First hour	SR ***** 9539 Per Hour
Each subsequent hour or part hour	SR ***** 9539 Per Hour
<b>Commercial</b>	
First hour	SR ***** 9538 Per Hour
Each subsequent hour or part hour	SR ***** 9538 Per Hour
Refundable deposit per booking (full or part)	EX 62023 9627 Deposit
Charge for lost keys - in relation to late return fee below	EX ***** 9539 Each
Late return of keys	EX ***** 9539 Per working day

**NOTE:** Saturday evening hire - minimum charge of 4 hours booking from 5pm onwards

#### CANCELLATION OF ROOM HIRE

Cancellation with more than 8 weeks notice - return 100% of hire fee  
 Cancellation less than 8 weeks but more than 6 weeks - return 75% of hire fee  
 Cancellations less than 6 weeks but more than 14 days- return 50% of hire fee  
 Cancellations less than 14 days but more than 7 days - return 25% of hire fee  
 Cancellations with less than 7 days notice - hire fee not returned

#### 8.5 RECREATION GROUNDS

Peace Memorial Park	20005 ****
Uplands Park	20012 ****
Thythorn Hill	20013 ****
Willow Park	20014 ****
Coombe Park	20015 ****
<b>Bowls</b>	
Sheila Mitchell Pavilion	20005 ****
Ellis Park Pavilion	20011 ****
Season Ticket - Adult	SR ***** 9530 Each
Half Season Ticket - Adult	SR ***** 9530 Each
Season Ticket - Junior (under 18)	SR ***** 9530 Each
Hourly Ticket - per person	SR ***** 9532 Per Person
Season Ticket - New member (one year introductory offer)	SR ***** 9530 Each
<b>Cricket</b>	
Uplands Park	20012 ****
Per match VATable	SR ***** 9533 Per Match
Per match Non VATable	EX ***** 9534 Per Match
<b>Football - Junior Clubs (Under 10's and below)</b>	
With shower facilities VATable	SR ***** 9536 Per Booking
With shower facilities non VATable	EX ***** 9537 Per Booking
Without shower facilities VATable	SR ***** 9536 Per Booking
Without shower facilities non VATable	EX ***** 9537 Per Booking

Academy (Coombe Park - subject to VAT at Standard Rate)	SR	***** 9536	Per Booking	210.00	218.00	3.81%	8.00
<b>Football - Youths (10 - 18 years)</b>							
With shower facilities VATable	SR	***** 9536	Per Booking	51.00	53.00	3.92%	2.00
Without shower facilities Non VATable	EX	***** 9537	Per Booking	25.00	26.00	4.00%	1.00
<b>Football - Senior Clubs (Over 18s)</b>							
With shower facilities VATable	SR	***** 9536	Per Booking	76.00	79.00	3.95%	3.00
With shower facilities non VATable	EX	***** 9537	Per Booking	63.33	65.83	3.95%	2.50
Without shower facilities VATable	SR	***** 9536	Per Booking	38.00	39.00	2.63%	1.00
Without shower facilities non VATable	EX	***** 9537	Per Booking	31.67	32.50	2.63%	0.83
Coombe Park & Thythorn Hill (Horsewell Lane) - subject to VAT at Standard Rate	SR	***** 9536	Per Booking	76.00	79.00	3.95%	3.00
<b>NOTE:</b> Bookings of 10 matches or more booked together are exempt from VAT (except Coombe Park & Thythorn)							
<b>Rounders - Senior Clubs (Over 18s)</b>							
Willow Park VATable with changing rooms/showers	SR	20014 9536	Per booking	76.00	79.00	3.95%	3.00
Willow Park Non VATable with changing rooms/showers	EX	20014 9537	Per booking	63.33	65.83	3.95%	2.50
Willow Park VATable pitch only	SR	20014 9536	Per booking	38.00	39.00	2.63%	1.00
Willow Park Non VATable pitch only	EX	20014 9537	Per booking	31.67	32.50	2.63%	0.83
<b>Rounders - Junior / Youth teams (under 18s)</b>							
Willow Park VATable with changing rooms/showers	SR	20014 9536	Per booking	51.00	53.00	3.92%	2.00
Willow Park Non VATable with changing rooms/showers	EX	20014 9537	Per booking	42.50	44.17	3.92%	1.67
Willow Park VATable pitch only	SR	20014 9536	Per booking	25.00	26.00	4.00%	1.00
Willow Park Non VATable pitch only	EX	20014 9537	Per booking	20.83	21.67	4.00%	0.83
<b>NOTE:</b> Bookings of 10 matches or more booked together are exempt from VAT (except Coombe Park and Thythorn Hill)							
<b>Fetes and Galas - Activities for commercial gain</b>							
Use of ground - per day	EX	***** 9552	Per Day	728.00	756.00	3.85%	28.00
Deposit - to be returned in part or whole dependent on condition of ground	OS	62023 9624	Deposit	1,213.00	1,259.00	3.79%	46.00
<b>Fetes and Galas - Community events supportive of Council priorities</b>							
Use of ground - per day	EX	***** 9552	Per Day	Free	Free	-	-
Deposit - to be returned in part or whole dependent on condition of ground	OS	62023 9624	Deposit	243.00	252.00	3.70%	9.00
Personal trainers and instructors - licence for use of parks	EX	***** 9552	12 months	182.00	189.00	3.85%	7.00
Personal trainers and instructors - licence for use of parks	EX	***** 9552	1 month	24.00	25.00	4.17%	1.00
<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:**  
EX Exempt

DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-2026   2026-2027   Percentage £                    £                    increase                    £ increase				Notes				
				2025-2026 £	2026-2027 £	Percentage increase	£ increase					
<b>9    ALLOTMENTS</b>												
<b>9.1    RESIDENTS</b>												
Rent of plot to residents of the Borough*												
Wigston Road		OS   20001 9552	Each	0.27	0.30	10.98%	0.03					
Aylestone Lane		OS   20001 9552	Each	0.27	0.30	10.98%	0.03					
Manchester Gardens - Rectangle		OS   20001 9552	Each	0.25	0.30	22.28%	0.05					
Manchester Gardens - Triangle		OS   20001 9552	Each	0.22	0.25	13.45%	0.03					
Brabazon Road		OS   20001 9552	Each	0.25	0.30	22.28%	0.05					
<b>NOTE:</b> Allotment rent year runs from 29 September to 28 September the following year												
<b>Senior Citizens</b>												
25% reduction on the above charge												
<b>9.2    DEPOSIT - REFUNDABLE</b>												
<b>9.3    KEY - REPLACEMENT</b>												
SR   20001 9362		Each		23.00	25.00	8.70%	2.00					

\* Per square yard from 2023/24

DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-2026		2026-2027		Percentage increase	£ increase	Notes						
				£	£	£	£									
<b>10 SPECIAL COLLECTION OF HOUSEHOLD REFUSE</b>																
<b>10.1 COLLECTION OF HOUSEHOLD REFUSE</b>																
For full details of non-electrical items that can be collected please refer to our website: <a href="http://www.oadby-wigston.gov.uk/pages/bulky_waste_collection">www.oadby-wigston.gov.uk/pages/bulky_waste_collection</a> or telephone the Customer Services Hotline (0116) 288 8961																
3 items	OS	20801 9310	Each	41.00	45.00	9.76%	4.00									
Each additional item	OS	20801 9310	Each	5.00	5.00	0.00%	0.00									
For full details of electrical items that can be collected please refer to our website: <a href="http://www.oadby-wigston.gov.uk/pages/bulky_waste_collection">www.oadby-wigston.gov.uk/pages/bulky_waste_collection</a> or telephone the Customer Services Hotline (0116) 288 8961																
1 Item	OS	20801 9310	Each	41.00	45.00	9.76%	4.00									
Each additional item	OS	20801 9310	Each	5.00	5.00	0.00%	0.00									
Residents on certain benefits can apply for an exemption, which will then entitle them to two collections during the financial year with up to a maximum of four items on each collection. For further details please refer to our website: <a href="http://www.oadby-wigston.gov.uk/pages/bulky_waste_collection">www.oadby-wigston.gov.uk/pages/bulky_waste_collection</a> or telephone the Customer Services Hotline (0116) 288 8961																
Household bin swap	OS	20802 9217	Each	38.00	38.00	0.00%	0.00									
Contaminated Bins	OS	20801 9201	Each	56.00	60.00	7.14%	4.00									
<b>10.2 GARDEN WASTE COLLECTION SERVICE</b>																
This charge applies to 1 x 240 litre bin or up to 2 x 140 litre bins (also applies if there is only 1 x 140 litre bin)	OS	20805 9318	Each	60.00	60.00	0.00%	0.00									
This provides a fortnightly collection for 9 months during the year.																
Additional bins: 140Litres	OS	20805 9217	Each	25.00	27.50	10.00%	2.50									
Additional Bins: 240Litres	OS	20805 9217	Each	35.00	37.50	7.14%	2.50									
*See separate terms & conditions for further details																
<b>10.3 BULKY WASTE COLLECTION SERVICE</b>																
Bulky waste charge	OS	20801 9310		41.00	45.00	9.76%	4.00									
<b>10.4 DISPOSAL OF DECEASED DOMESTIC ANIMALS</b>																
	SR	20701 9200	Each	75.00	80.00	6.67%	5.00									

**VAT Key:**

EX Exempt  
OS Non Business  
SR Standard Rated  
ZR Zero Rated

DESCRIPTION OF CHARGE	VAT	GL ACCOUNT CODE	UNIT	2025-2026				2026-2027				Notes
				£	£	Percentage increase	£ increase	£	£	Percentage increase	£ increase	
<b>11 COUNCIL CAR PARKS</b>												TBC
<b>11.1 COUNCIL CAR PARKS</b>												
<b>Pay and Display</b>												
Parking charge for stays of over 3 hours (where applicable)	SR	20501 9500	Each									
Parking charge in 30 minute quick shop bays	SR	20501 9500	Each	FREE	FREE	-	-					
Pay and Display - Town Centre car parks for up to 2 hours	SR	20501 9500	Each	1.50	1.50	0.00%	0.00					
Pay and Display - Town Centre car parks for up to 2 - 4 hours	SR	20501 9500	Each	4.00	4.00	0.00%	0.00					
Pay and Display - Town Centre car parks for over 4 hours	SR	20501 9500	Each	6.00	6.00	0.00%	0.00					
Pay and Display - Leisure Centre Car Parks 2 hours	SR	20501 9500	Each	1.00	1.00	0.00%	0.00					
Pay and Display - Leisure sites Car Parks for up to 4 hours	SR	20501 9500	Each	2.00	2.00	0.00%	0.00					
Pay and Display - Leisure sites Car Parks over 4 hours	SR	20501 9500	Each	6.00	6.00	0.00%	0.00					
<b>Parking Permits</b>												
Annual parking permit for all council car parks - Borough residents	SR	20501 9501	Each	150.00	150.00	0.00%	0.00					
Annual parking permit for all council car parks - Non residents	SR	20501 9501	Each	300.00	300.00	0.00%	0.00					
Annual parking permit for all town centre car parks only - Borough Residents	SR	20501 9501	Each	100.00	100.00	0.00%	0.00					
Annual parking permit for all town centre car parks only - non residents	SR	20501 9501	Each	200.00	200.00	0.00%	0.00					
Annual parking permit for Oadby town centre car parks only - Borough residents	SR	20501 9501	Each	50.00	50.00	0.00%	0.00					
Annual parking permit for Oadby town centre car parks only - Non residents	SR	20501 9501	Each	100.00	100.00	0.00%	0.00					
Annual parking permit for Wigston & South Wigston town centre car parks only - Borough residents	SR	20501 9501	Each	50.00	50.00	0.00%	0.00					
Annual parking permit for Wigston & South Wigston town centre car parks only - Non residents	SR	20501 9501	Each	100.00	100.00	0.00%	0.00					
Annual parking permit for Leisure sites car parks only - Borough residents	SR	20501 9501	Each	50.00	50.00	0.00%	0.00					
Annual parking permit for Leisure sites car parks only - Non residents	SR	20501 9501	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	SR	20501 9501	Each	20.00	20.00	0.00%	0.00					
6 month parking permit for all council car parks - Borough residents	SR	20501 9501	Each	75.00	75.00	0.00%	0.00					
6 month parking permit for all council car parks - Non residents	SR	20501 9501	Each	150.00	150.00	0.00%	0.00					
6 month parking permit for all town centre car parks only - Borough Residents	SR	20501 9501	Each	50.00	50.00	0.00%	0.00					
6 month parking permit for all town centre car parks only - non residents	SR	20501 9501	Each	100.00	100.00	0.00%	0.00					
6 month parking permit for Oadby town centre car parks only - Borough residents	SR	20501 9501	Each	25.00	25.00	0.00%	0.00					
6 month parking permit for Oadby town centre car parks only - Non residents	SR	20501 9501	Each	50.00	50.00	0.00%	0.00					
6 month parking permit for Wigston & South Wigston town centre car parks only - Borough residents	SR	20501 9501	Each	25.00	25.00	0.00%	0.00					
6 month parking permit for Wigston & South Wigston town centre car parks only - Non residents	SR	20501 9501	Each	50.00	50.00	0.00%	0.00					
6 month parking permit for Leisure sites car parks only - Borough residents	SR	20501 9501	Each	25.00	25.00	0.00%	0.00					
6 month parking permit for Leisure sites car parks only - Non residents	SR	20501 9501	Each	50.00	50.00	0.00%	0.00					

**VAT Key:**

EX Exempt  
OS Non Business  
SR Standard Rated  
ZR Zero Rated