

Minutes

Planning and Licensing Committee Wednesday, 9th December, 2020

Attendance

Cllr J Cloke (Chair)	Cllr Jakobsson
Cllr McCheyne (Vice-Chair)	Cllr Keeble
Cllr Bridge	Cllr Morrissey
Cllr Chilvers	Cllr Mynott
Cllr Fryd	Cllr Tanner
Cllr Haigh	Cllr Tierney

Apologies

Substitute Present

Also Present

Cllr Aspinell
Cllr Mrs Davies

Officers Present

Philip Drane	- Director of Planning and Economy
Brooke Pride	- Planning Officer
Amanda Julian	- Director of Law and Governance and Monitoring Officer
Jonathan Quilter	- Strategic Planning Manager

617. Apologies for Absence

All Members of the Committee were present.

618. Minutes of the Previous Meeting

Members **RESOLVED** to approve the Minutes of the Planning and Licensing Committee held on 11th November 2020 as a true record.

619. Minutes of the Licensing Sub Committee 11.11.2020

The Minutes of the Licensing Sub-Committee held on 11th November 2020 were approved as a true record. Cllr Mrs Davies advised a statement she had made on behalf of residents was not included in these minutes. However, it transpired subsequently that she was referring to the minutes of the 23rd November Licensing sub-committee which would be included in the agenda for the January 2021 Planning and Licensing Committee.

620. Variation in the order of the Agenda

Members agreed to take Item 6 Fees and Charges before Item 4 Application No: 20/00895/FUL – Land to the rear of 131 to 135 Hatch Road, Pilgrims Hatch, Brentwood.

621. Fees and Charges

Fees and charges made by the Council for various services are reviewed on an annual basis by the relevant Committees relating to the services provided. Recommended amendments to the fees and charges were incorporated into the budget setting process to take effect from the following financial year. Services areas have reviewed their fees and charges and submitted schedules to finance to co-ordinate.

A motion was **MOVED** by Cllr Cloke and **SECONDED** by Cllr McCheyne to approve the recommendations in the report.

Following a discussion a vote was taken and it was **RESOLVED** that Members:

1. **Approve the proposed charges for 2021/22 as attached in Appendices A, B, C, D and E subject to the annual budget setting process.**

Reasons for Recommendation

Officers review fees and charges annually and this will be used to inform the 2021/22 budget setting process.

[Cllr Fryd declared a pecuniary interest and abstained from the vote.]

622. Application no 20/00895/FUL - Land to the rear of 131 to 135 Hatch Road, Pilgrims Hatch, Brentwood.

The application had been referred to the Committee at the request of Councillor Aspinell for the following reason(s):

The proposal conflicts with the policies that cover highways safety and traffic levels, design, appearance and layout, conservation of buildings, trees and open land, impact on the appearance of the area, effect on the level of daylight and privacy of the existing property: My opinion and that of my ward colleagues this application is far more detrimental than previously reviewed applications on this sites.

The application related to the construction of a pair of semi-detached dwellings with associated parking. The application site forms part of the rear gardens of 131, 133 and 135 Hatch Road and is rectangular in shape. The new dwellings would face Gloucester Road; plot 1 would form a side boundary with the properties facing Hatch Road and plot 2 would form a side boundary with the rear gardens of 79 and 77 Cornwall Road. Three trees are shown within the plot, all of which are shown to be retained. Surrounding development is made up of a mix of two storey dwellings, short rows of terraces, detached and semi-detached houses.

Ms Pride, Planning Officer, summarised the report.

Statements had been received from Mr David Powell in objection to the application, Mr Vincent Debon in support of the application and Mr Jonathan Rainbird, the Applicant. These were read aloud by the Chair.

Ward Councillors Aspinell and Mrs Davies addressed the committee in objection to the application.

Cllr Mynott **MOVED** and Cllr Fryd **SECONDED** that the application be **REFUSED**. Following a debate a vote was taken and Members voted as follows:

FOR: Cllrs Chilvers, Fryd, Haigh, Keeble, Morrissey and Mynott. (6)

AGAINST: Cllrs Bridge, Cloke, Jakobsson, McCheyne, Tanner and Tierney (6)

ABSTAIN: (0)

The Chair used his casting vote and the **MOTION** was lost.

Cllr Cloke **MOVED** and Cllr McCheyne **SECONDED** that the application be **APPROVED**. Following a debate a vote was taken and Members voted as follows:

FOR: Cllrs Bridge, Cloke, Jakobsson, McCheyne, Tanner and Tierney (6)

AGAINST: Cllrs Chilvers, Fryd, Haigh, Keeble, Morrissey and Mynott. (6)

ABSTAIN: (0)

The Chair used his casting vote and application was **APPROVED** subject to the conditions:

1 TIM01 Standard Time - Full

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2 DRA01A Development in accordance with drawings

The development hereby permitted shall not be carried out except in complete accordance with the approved drawing(s) listed above and specifications.

Reason: To ensure that the development is as permitted by the local planning authority and for the avoidance of doubt.

3 MAT01 Samples (details acceptable)

No development shall take place until details of the materials to be used in the construction of the external surfaces of the building hereby permitted have been submitted to and approved in writing by the local planning authority. Development shall be carried out in accordance with the approved details.

Reason: In Order to safeguard the character and appearance of the area.

4

Prior to the commencement of the development hereby permitted details of the Method of Construction of the driveway within the Tree Protection Zone should be submitted to and approved in writing by the local planning authority. The construction of the driveway shall be constructed in accordance with the agreed details.

Reason: In order to protect trees and hedges of importance to safeguard the character and appearance of the area.

5

No development shall take place, including any ground works or demolition, until a Construction Method Statement has been submitted to, and approved in writing by, the local planning authority. The approved Statement shall be adhered to throughout the construction period. The Statement shall provide for:

- i. the parking of vehicles of site operatives and visitors
- ii. loading and unloading of plant and materials
- iii. storage of plant and materials used in constructing the development
- iv. wheel and underbody washing facilities

Reason: To ensure that on-street parking of these vehicles in the adjoining streets does not occur and to ensure that loose materials and spoil are not

brought out onto the highway in the interests of highway safety and Policy T2 of the Brentwood Replacement Local Plan.

6

Prior to first occupation of the development and as shown in principle on planning drawing 2053 10 rev K, the vehicular accesses shall each be constructed at right angles to the highway boundary and to the existing carriageway. The width of each access at its junction with the highway shall be 3.6 metres and shall be provided with an appropriate dropped kerb vehicular crossing of the footway/highway verge. Full details to be agreed in writing with the Local Planning Authority.

Reason: To ensure that vehicles can enter and leave the highway in a controlled manner in the interest of highway safety in accordance with Policy T2 of the Brentwood Replacement Local Plan.

7

Any redundant part of the existing dropped kerb vehicular access to the south of the site frontage shall be suitably and permanently closed incorporating the reinstatement to full height of the highway verge, footway and kerbing immediately the new accesses are brought into first beneficial use.

Reason: To ensure the removal of and to preclude the creation of unnecessary points of traffic conflict in the highway in the interests of highway safety in accordance with Policy T2 of the Brentwood Replacement Local Plan.

8

Prior to first occupation and as shown in principle on planning drawing 2053 10 rev K, the tandem parking spaces shall be provided for each dwelling. The parking areas shall be retained in the agreed form at all times.

Reason: To ensure adequate space for parking off the highway is provided in the interest of highway safety in accordance with Policy T2 of the Brentwood Replacement Local Plan.

9

Prior to first occupation of the proposed development, the Developer shall be responsible for the provision, implementation and distribution of a Residential Travel Information Pack for sustainable transport, approved by Essex County Council, to include six one day travel vouchers for use with the relevant local public transport operator. These packs (including tickets) are to be provided by the Developer to each dwelling free of charge.

Reason: In the interests of reducing the need to travel by car and promoting sustainable development and transport in accordance with Policy T2 of the Brentwood Replacement Local Plan.

10

The windows identified on the approved drawings as being obscure glazed shall be:- a) glazed using obscured glass to a minimum of level 3 of the "Pilkington" scale of obscuration and b) non-opening below a height of 1.7m above the floor of the room in which the window is installed. The window(s) shall be installed prior to the first occupation of the building or use of the room of which the window(s) is installed. Those windows shall remain so glazed and non-openable. (Note the application of translucent film to clear glazed windows does not satisfy the requirements of this condition)

Reason: In order to prevent an unacceptable degree of overlooking of nearby residential properties.

11

Aside from those indicated on the approved drawings, and notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) (or any order revoking, re-enacting or modifying that Order) no dormer windows, or rooflights shall be constructed and no change shall be made to the shape of the roof without the prior grant of specific planning permission by the local planning authority.

Reason: To safeguard the living conditions of the occupiers of neighbouring dwellings and protect the character and appearance of the surrounding area.

12

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) (or any order revoking, re-enacting or modifying that Order), the dwelling hereby permitted shall not be extended or enlarged in any way without the prior grant of specific planning permission by the local planning authority.

Reason: To safeguard the living conditions of the future occupiers of the dwellings.

13

Details of existing and proposed site levels and the finished floor levels of the proposed buildings shall be submitted to and approved in writing by the Local Planning Authority prior to the commencement of the development hereby permitted. Construction shall be in strict accordance with the approved details.

Reason: To safeguard the character and appearance of the area and the living conditions of nearby residents.

623. Application no 20/01419/FUL - King Georges Playing Fields, Ingrave Road, Brentwood

Planning permission was being sought for the erection of a modular building to provide additional changing facilities for the RFC. The club are currently using changing facilities in the nearby leisure complex. However, this is not a long term practical solution and changing rooms close to the Club House and pitches would be beneficial. The building would be 2.8m high with a footprint of 142m² offering x2 large changing rooms (with space for officials) adjunct and adjacent to the existing club house, sufficient for the foreseeable future. The building would be single storey and rectangular with a simplistic design. The material pallet, would take the form of 120mm x 20mm, shiplap profile rainscreen cladding by Envirobuild – Pioneer range, with a walnut finish.

Cllr Cloke **MOVED** and Cllr McCheyne **SECONDED** that the application be **APPROVED**. Members voted as follows:

FOR: Cllrs Bridge, Chilvers, Cloke, Fryd, Haigh, Jakobsson, Keeble, McCheyne, Morrissey, Mynott, Tanner and Tierney.(12)

AGAINST: (0)

ABSTAIN: (0)

624. Urgent Business

There were no items of urgent business.

The meeting concluded at 20:06

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FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2021/22 ONWARDS

Committee: Planning & Licensing
Service Area: Licensing

Objectives/rationale of the fee/charge (e.g. Full cost recovery)

The primary objective of the charge is cost recovery. The level of charge also helps maintain the high level of service provision for the Borough.

Proposed change in fee/charge from previous year (%)

No increase proposed for this period, all fees are either statutory set or cost recovery.

Justification for revised charge (compared to previous year)

A full review of fees based on cost recovery will take place next year when the full impact of Covid 19 can be fully assessed.

What benchmarking has been undertaken to inform level of fee/charge (when and frequency)?

Fees have not been benchmarked against the other local authorities. The proposed Fees and charges are based on cost recovery where not a statutory charge.

If significant change in charge, what consultation was undertaken with the general public?

The charge for the DBS check has been separated from the application fee for driver licences to accommodate the need to use the DBS update service inline with recent taxi guidance. There is no actual change to the total fee.

Expected budgeted income

£266,000

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2021**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2020-March 2021		CHARGES April 2021-March 2022	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Street Trading

Independent Permanent Stall - Annual	O	D	400.00	400.00	400.00	400.00
Independent 'One Off Stalls'	O	D	90.00	90.00	90.00	90.00
Lighting Up Brentwood	O	D	30.00	30.00	30.00	30.00

Scrap Metal

Site Application - New - 3 years	O	D	495.00	495.00	495.00	495.00
Collector Application - New - 3 years	O	D	280.00	280.00	280.00	280.00
Variation	O	D	89.00	89.00	89.00	89.00
Site Renewal Application - 3 years	O	D	445.00	445.00	445.00	445.00
Collector Renewal Application - 3 years	O	D	230.00	230.00	230.00	230.00

Skin Piercing

Premises Registration	O	D	257.50	257.50	257.50	257.50
Practitioner Registration	O	D	91.50	91.50	91.50	91.50

Animals

** Please note vet costs are in addition to these fees where vet required*

Animal Boarding - Application Fee	O	D	300.00	300.00	300.00	300.00
Animal Boarding - Grant Fee	O	D	100.00	100.00	100.00	100.00
Selling Animals As Pets - Application Fee	O	D	300.00	300.00	300.00	300.00
Selling Animals As Pets - Grant Fee	O	D	100.00	100.00	100.00	100.00
Dog Breeding - Application Fee	O	D	300.00	300.00	300.00	300.00
Dog Breeding - Grant Fee	O	D	100.00	100.00	100.00	100.00
Hiring Out Horses - Application Fee	O	D	300.00	300.00	300.00	300.00
Hiring Out Horses - Grant Fee	O	D	100.00	100.00	100.00	100.00
Keeping Animals for Exhibition - Application Fee	O	D	300.00	300.00	300.00	300.00
Keeping Animals for Exhibition - Grant Fee	O	D	100.00	100.00	100.00	100.00
Combination Of Activities - Application Fee (for each additional activity)	O	D	150.00	150.00	150.00	150.00
Combination Of Activities - Grant Fee (for each additional activity)	O	D	75.00	75.00	75.00	75.00
Variation to licence/re-evaluation or rating	O	D	222.00	222.00	222.00	222.00
Appeal (All Licences)	O	D	137.00	137.00	137.00	137.00
Variation to reduce the licenable activities or number of animals	O	D	85.00	85.00	85.00	85.00
Dangerous Wild Animals - 2 years	O	D	300.00	300.00	300.00	300.00
Zoo Premises New - 6 years	O	D	927.00	927.00	927.00	927.00
Zoo Premises Renewal - 4 years	O	D	566.50	566.50	566.50	566.50

Sex Establishment Licensing

Premises Application	O	D	2,330.00	2,330.00	2,330.00	2,330.00
Premises Renewal	O	D	1,590.00	1,590.00	1,590.00	1,590.00
Premises Variation	O	D	530.00	530.00	530.00	530.00

Pavement Permit

New application Tables and Chairs 1-2 tables	O	D	260.00	260.00	260.00	260.00
New Application Tables and Chairs 3-6 tables	O	D	470.00	470.00	470.00	470.00
New Application Tables and Chairs over 6 tables.	O	D	675.00	675.00	675.00	675.00
Renewal application Tables and Chairs 1-2 tables	O	D	160.00	160.00	160.00	160.00
Renewal Application Tables and Chairs 3-6 tables	O	D	370.00	370.00	370.00	370.00
Renewal Application Tables and Chairs over 6 tables.	O	D	575.00	575.00	575.00	575.00

Road Closure

Application to close road with 0 - 499 people attending	O	D	200.00	200.00	200.00	200.00
Application to close road with 500 - 1999 people attending	O	D	360.00	360.00	360.00	360.00
Application to close road with 2000+ people attending	O	D	680.00	680.00	680.00	680.00

PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2021

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2020-March 2021	April 2021-March 2022	April 2021-March 2022	April 2021-March 2022
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Gambling Act 2005

Bingo Clubs

New Application	O	D	3,500.00	3,500.00	3,500.00	3,500.00
Annual Fee	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Vary	O	D	1,750.00	1,750.00	1,750.00	1,750.00
Application to Transfer	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O	D	3,500.00	3,500.00	3,500.00	3,500.00
Licence Application (Provisional Statement Holders)	O	D	1,200.00	1,200.00	1,200.00	1,200.00

Betting Premises

New Application	O	D	3,000.00	3,000.00	3,000.00	3,000.00
Annual Fee	O	D	600.00	600.00	600.00	600.00
Application to Vary	O	D	1,500.00	1,500.00	1,500.00	1,500.00
Application to Transfer	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O	D	3,000.00	3,000.00	3,000.00	3,000.00
Licence Application (Provisional Statement Holders)	O	D	1,200.00	1,200.00	1,200.00	1,200.00

Tracks

New Application	O	D	2,500.00	2,500.00	2,500.00	2,500.00
Annual Fee	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Vary	O	D	1,250.00	1,250.00	1,250.00	1,250.00
Application to Transfer	O	D	950.00	950.00	950.00	950.00
Application to Re-instatement	O	D	950.00	950.00	950.00	950.00
Application for Provisional Statement	O	D	2,500.00	2,500.00	2,500.00	2,500.00
Licence Application (Provisional Statement Holders)	O	D	950.00	950.00	950.00	950.00

Family Entertainment Centres

New Application	O	D	2,000.00	2,000.00	2,000.00	2,000.00
Annual Fee	O	D	750.00	750.00	750.00	750.00
Application to Vary	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Transfer	O	D	950.00	950.00	950.00	950.00
Application to Re-instatement	O	D	950.00	950.00	950.00	950.00
Application for Provisional Statement	O	D	2,500.00	2,500.00	2,500.00	2,500.00
Licence Application (Provisional Statement Holders)	O	D	950.00	950.00	950.00	950.00

Adult Gaming Centres

New Application	O	D	2,000.00	2,000.00	2,000.00	2,000.00
Annual Fee	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Vary	O	D	1,000.00	1,000.00	1,000.00	1,000.00
Application to Transfer	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application to Re-instatement	O	D	1,200.00	1,200.00	1,200.00	1,200.00
Application for Provisional Statement	O	D	2,000.00	2,000.00	2,000.00	2,000.00
Licence Application (Provisional Statement Holders)	O	D	1,200.00	1,200.00	1,200.00	1,200.00

Prize Gaming Permit and Family Entertainment Centre Gaming Machine Permit

Permit Application (New)	O	S	300.00	300.00	300.00	300.00
Permit Application (Existing Operator)	O	S	100.00	100.00	100.00	100.00
Renewal of Permit	O	S	300.00	300.00	300.00	300.00
Change of Name on Permit	O	S	25.00	25.00	25.00	25.00
Copy of Permit	O	S	15.00	15.00	15.00	15.00

Club Gaming or Machine Permit

Permit Application (New)	O	S	200.00	200.00	200.00	200.00
Permit Application (Existing Holder)	O	S	100.00	100.00	100.00	100.00
Permit Application (Holder of club premises certificate under Licensing Act 2003)	O	S	100.00	100.00	100.00	100.00
Renewal of Permit	O	S	200.00	200.00	200.00	200.00
Annual Fee for Permit	O	S	50.00	50.00	50.00	50.00
Application to Vary Club Permit	O	S	100.00	100.00	100.00	100.00
Copy of Permit	O	S	15.00	15.00	15.00	15.00

Other

Temporary Use Notice (TUN)	O	S	500.00	500.00	500.00	500.00
Occasional Use Notice (OUN)	O	S	0.00	0.00	0.00	0.00
Copy of Premises Licence	O	D	25.00	25.00	25.00	25.00
Notification of Change of Circumstances for Premises Licence	O	D	50.00	50.00	50.00	50.00
Copy of Notice	O	S	25.00	25.00	25.00	25.00

PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2021

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2020-March 2021	April 2021-March 2022	April 2021-March 2022	April 2021-March 2022
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Licensing Act 2003

Premises - Band A (None to £4,300)

Premises Licences - New Application and Variation	O	S	100.00	100.00	100.00	100.00
Premises Licences - Annual Charge	O	S	70.00	70.00	70.00	70.00
Club Premises Certificates - New Application and Variation	O	S	100.00	100.00	100.00	100.00
Club Premises Certificates - Annual Charge	O	S	70.00	70.00	70.00	70.00

Premises - Band B (£4,301 to £33,000)

Premises Licences - New Application and Variation	O	S	190.00	190.00	190.00	190.00
Premises Licences - Annual Charge	O	S	180.00	180.00	180.00	180.00
Club Premises Certificates - New Application and Variation	O	S	190.00	190.00	190.00	190.00
Club Premises Certificates - Annual Charge	O	S	180.00	180.00	180.00	180.00

Premises - Band C (£33,001 to £87,000)

Premises Licences - New Application and Variation	O	S	315.00	315.00	315.00	315.00
Premises Licences - Annual Charge	O	S	295.00	295.00	295.00	295.00
Club Premises Certificates - New Application and Variation	O	S	315.00	315.00	315.00	315.00
Club Premises Certificates - Annual Charge	O	S	295.00	295.00	295.00	295.00

Premises - Band D (£87,001 to £125,000)

Premises Licences - New Application and Variation	O	S	450.00	450.00	450.00	450.00
Premises Licences - Annual Charge	O	S	320.00	320.00	320.00	320.00
Club Premises Certificates - New Application and Variation	O	S	450.00	450.00	450.00	450.00
Club Premises Certificates - Annual Charge	O	S	320.00	320.00	320.00	320.00

Premises - Band E (£125,001 plus)

Premises Licences - New Application and Variation	O	S	635.00	635.00	635.00	635.00
Premises Licences - Annual Charge	O	S	350.00	350.00	350.00	350.00
Club Premises Certificates - New Application and Variation	O	S	635.00	635.00	635.00	635.00
Club Premises Certificates - Annual Charge	O	S	350.00	350.00	350.00	350.00

Additional Fees (based on number in attendance at any one time)

Additional Premises Licence Fee:

5,000 to 9,999	O	S	1,000.00	1,000.00	1,000.00	1,000.00
10,000 to 14,999	O	S	2,000.00	2,000.00	2,000.00	2,000.00
15,000 to 19,999	O	S	4,000.00	4,000.00	4,000.00	4,000.00
20,000 to 29,999	O	S	8,000.00	8,000.00	8,000.00	8,000.00
30,000 to 39,999	O	S	16,000.00	16,000.00	16,000.00	16,000.00
40,000 to 49,999	O	S	24,000.00	24,000.00	24,000.00	24,000.00
50,000 to 59,999	O	S	32,000.00	32,000.00	32,000.00	32,000.00
60,000 to 69,999	O	S	40,000.00	40,000.00	40,000.00	40,000.00
70,000 to 79,999	O	S	48,000.00	48,000.00	48,000.00	48,000.00
80,000 to 89,999	O	S	56,000.00	56,000.00	56,000.00	56,000.00
90,000 and over	O	S	64,000.00	64,000.00	64,000.00	64,000.00

Additional Annual Fee Payable (if applicable):

5,000 to 9,999	O	S	500.00	500.00	500.00	500.00
10,000 to 14,999	O	S	1,000.00	1,000.00	1,000.00	1,000.00
15,000 to 19,999	O	S	2,000.00	2,000.00	2,000.00	2,000.00
20,000 to 29,999	O	S	4,000.00	4,000.00	4,000.00	4,000.00
30,000 to 39,999	O	S	8,000.00	8,000.00	8,000.00	8,000.00
40,000 to 49,999	O	S	12,000.00	12,000.00	12,000.00	12,000.00
50,000 to 59,999	O	S	16,000.00	16,000.00	16,000.00	16,000.00
60,000 to 69,999	O	S	20,000.00	20,000.00	20,000.00	20,000.00
70,000 to 79,999	O	S	24,000.00	24,000.00	24,000.00	24,000.00
80,000 to 89,999	O	S	28,000.00	28,000.00	28,000.00	28,000.00
90,000 and over	O	S	32,000.00	32,000.00	32,000.00	32,000.00

PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2021

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2020-March 2021		April 2021-March 2022	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Licensing Act 2003 (cont.)

Other Fees

Application for the grant or renewal of a personal licence	O	S	37.00	37.00	37.00	37.00
Temporary event notice	O	S	21.00	21.00	21.00	21.00
Theft, loss etc of premises licence or summary	O	S	10.50	10.50	10.50	10.50
Application for a provisional statement where premises being built etc	O	S	315.00	315.00	315.00	315.00
Notification of change of name or address	O	S	10.50	10.50	10.50	10.50
Application to vary licence to specify individual as premises supervisor	O	S	23.00	23.00	23.00	23.00
Application for transfer of premises licence	O	S	23.00	23.00	23.00	23.00
Interim authority notice following death etc. of licence holder	O	S	23.00	23.00	23.00	23.00
Theft, loss etc. of certificate or summary	O	S	10.50	10.50	10.50	10.50
Notification of change of name or alteration of rules of club	O	S	10.50	10.50	10.50	10.50
Change of relevant registered address of club	O	S	10.50	10.50	10.50	10.50
Theft, loss etc. of temporary event notice	O	S	10.50	10.50	10.50	10.50
Theft, loss etc. of personal licence	O	S	10.50	10.50	10.50	10.50
Duty to notify change of name or address	O	S	10.50	10.50	10.50	10.50
Right of freeholder etc. to be notified of licensing matters	O	S	21.00	21.00	21.00	21.00
Application to vary premises licence at community premises to include alternative licence condition	O	S	23.00	23.00	23.00	23.00
Application for minor variation	O	S	89.00	89.00	89.00	89.00

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SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Taxi

Vehicle Licence - Hackney Carriage

Vehicle Licence - including Plate	O	S	243.00	243.00	243.00	243.00
Vehicle Replacement	O	S	75.00	75.00	75.00	75.00

Vehicle Licence - Private Hire

Vehicle Licence - including Plate	O	S	225.00	225.00	225.00	225.00
Vehicle Replacement	O	S	75.00	75.00	75.00	75.00

Vehicle Inspections - Hackney Carriage and Private Hire

Vehicle Inspection	O	S	47.00	47.00	47.00	47.00
Trailer Inspections - Non Braked	O	S	15.00	15.00	15.00	15.00
Trailer Inspections - Braked	O	S	23.00	23.00	23.00	23.00
Re-Inspection	O	S	12.50	12.50	12.50	12.50
Re-Inspection 2	O	S	47.00	47.00	47.00	47.00

Drivers Licence - Hackney Carriage and Private Hire

Combined Driver New - 1 year (Includes DBS and DVLA Checks)	O	S	162.00	162.00	N/A	N/A
Combined Driver New - 1 year (Excludes DBS)	O	S	N/A	N/A	145.00	145.00
Combined Driver Renewal - 1 year (Includes DBS and DVLA Checks)	O	S	145.00	145.00	N/A	N/A
Combined Driver Renewal - 1 year (Excludes DBS)	O	S	N/A	N/A	128.00	128.00
Combined Driver New - 3 years (Includes DBS and DVLA Checks)	O	S	456.00	456.00	N/A	N/A
Combined Driver New - 3 years (Excludes DBS)	O	S	N/A	N/A	404.00	404.00
Combined Driver Renewal - 3 years (Includes DBS and DVLA Checks)	O	S	406.00	406.00	N/A	N/A
Combined Driver Renewal - 3 years (Excludes DBS)	O	S	N/A	N/A	354.00	354.00
Disclosure and Barring Service (DBS) Check (new to update service)	O	S	52.00	52.00	52.00	52.00
Disclosure and Barring Service (DBS) Check (update service lapsed)	O	S	N/A	N/A	85.00	85.00
Driver and Vehicle Licensing Agency (DVLA) Check outside of an application	O	S	5.00	5.00	5.00	5.00
Re-Test - Knowledge Test	O	S	35.00	35.00	35.00	35.00

Replacements

ID	O	S	6.00	6.00	6.00	6.00
PHV Cards	O	S	6.00	6.00	6.00	6.00
Tariff Cards	O	S	6.00	6.00	6.00	6.00
Replacement Plates	O	S	12.00	12.00	12.00	12.00
Replacement Door Signs (pair)	O	S	15.00	15.00	15.00	15.00
Plate Platforms	O	S	6.00	6.00	6.00	6.00

Private Hire Operators

Single Vehicle Operators Licence - 5 years	O	S	325.00	325.00	325.00	325.00
Operator Licence - 2 to 5 Vehicles - 5 years	O	S	1,085.00	1,085.00	1,085.00	1,085.00
Operator Licence - more than 5 Vehicles - 5 years	O	S	1,345.00	1,345.00	1,345.00	1,345.00