



Fees and Charges Schedule

2018/19

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Key to VAT

- S - Standard Rate - 20%
- Z - Zero Rate - 0%
- E - Exempt from VAT
- O - Outside the scope of VAT

Key to Fee

- S - Statutory
- D - Discretionary

ENVIRONMENT AND ENFORCEMENT

**ENVIRONMENT AND ENFORCEMENT
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2017-March 2018		CHARGES April 2018-March 2019	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: CEMETERIES

CHARGING AREA: CEMETERIES

Note - Maintaining of graves is usually standard rate VAT, but as the council has published rules on the type of memorial governing, the charge is outside scope. A Brentwood resident is anyone currently living in the Borough or someone who spent 75% of their life in the Borough.

Purchase of Exclusive Rights of Burial for 50 years (previously 100 years)

All Graves and vaults	O	D	779.00	779.00	997.00	997.00
Cremated Remains Plot	O	D	322.00	322.00	396.00	396.00

Non-Brentwood Resident is ten times the above charges

Interment Fees

Graves dug down for one or two	E	D	566.00	566.00	724.00	724.00
Additional charge for dig down to 9ft	E	D	140.00	140.00	179.00	179.00
Cremated Remains Plot	E	D	114.00	114.00	140.00	140.00
Child under 12 years	E	D	283.00	283.00	362.00	362.00
Child under 1 year	E	D	0.00	0.00	0.00	0.00

Non-Brentwood Resident is two times the above charges

Option to Extend Exclusive Rights of Burial for a further 25 years (previously 50 years)

All Graves and vaults	O	D	192.00	192.00	198.00	198.00
Cremated Remains Plot	O	D	96.00	96.00	99.00	99.00

Non-Brentwood Resident is ten times the above charges

Chapel hire at London Road and Woodman Road

	E	D	53.00	53.00	55.00	55.00
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Monuments

Monument/Inscription approval fee	O	D	130.00	130.00	134.00	134.00
Additional charge for kerbed monuments	O	D	66.00	66.00	134.00	134.00

Other Charges

Deed Transfer	O	D	56.00	56.00	58.00	58.00
Search of Burial Records	O	D	0.00	0.00	0.00	0.00

**ENVIRONMENT AND ENFORCEMENT
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: WASTE MANAGEMENT

CHARGING AREA: REFUSE

Dog waste and litter bin emptying

Empty dog waste/litter bins	Per Empty	S	D	2.70	3.24	2.75	3.30
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Domestic Refuse Collection

Special Collections - Charge per item	Min 2 Items	O	D	10.50	10.50	10.80	10.80
Biodegradable sacks for garden waste per wrap of 10		O	D	3.00	3.00	3.10	3.10
Biodegradable sacks for garden waste per wrap of 100		S	D	225.83	271.00	232.50	279.00
Garden Waste Bin hire per annum - including fortnightly emptying (DD/online payment customers)		O	D	46.00	46.00	50.00	50.00
Hire of 770, 940 and 1100 litre Container		S	D	95.00	114.00	97.83	117.40
Hire of 240 litre Wheelie Bin		S	D	30.00	36.00	30.92	37.10
Hire of 360 litre wheelie bin		S	D	40.00	48.00	41.17	49.40

Residual Trade Waste Collection

1280 litre Container		O	D	21.00	21.00	21.50	21.50
1100 litre Bin		O	D	19.00	19.00	19.50	19.50
940 litre Bin		O	D	17.50	17.50	17.90	17.90
770 litre Bin		O	D	15.50	15.50	15.90	15.90
360 litre Bin		O	D	10.50	10.50	10.80	10.80
240 litre Bin		O	D	9.00	9.00	9.30	9.30
Prepaid Residual Sacks (25)		O	D	52.50	52.50	53.80	53.80
Extra collection (£25 plus collection charge per container)		O	D	25.00	25.00	25.60	25.60

Trade Glass Collection

Bulk Containers - guide price per container per emptying							
940 and 1100 litre Bin		O	D	12.00	12.00	12.30	12.30
240 litre Bin		O	D	8.00	8.00	8.20	8.20

Trade Dry Recycling Collection (including Separated Cardboard)

Bulk Containers - guide price per container per emptying							
1280 litre Container		O	D	12.50	12.50	12.80	12.80
1100 litre Bin		O	D	12.00	12.00	12.30	12.30
940 litre Bin		O	D	11.00	11.00	11.30	11.30
770 litre Bin		O	D	9.50	9.50	9.70	9.70
360 litre Bin		O	D	8.50	8.50	8.70	8.70
240 litre Bin		O	D	8.00	8.00	8.20	8.20
Prepaid Recycling Sacks (25)		O	D	25.00	25.00	25.60	25.60

**ENVIRONMENT AND ENFORCEMENT
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: OFFICE ACCOMMODATION

CHARGING AREA: WEDDINGS & ROOM HIRE

*Due to the Town Hall Project - Bookings for Committee rooms and Weddings at the Town Hall will only be taken up until August 2017
Bookings for Weddings will recommence in November 2017 at Seven Arches Road*

Committee Room Hire (Town Hall)

Council Chamber Half Day	S	D	200.00	240.00	N/A	N/A
Council Chamber Full Day	S	D	400.00	480.00	N/A	N/A
Committee Rooms 1 & 2 Half Day	S	D	100.00	120.00	N/A	N/A
Committee Rooms 1 & 2 Full Day	S	D	200.00	240.00	N/A	N/A
Meeting Room 1 Half Day	S	D	50.00	60.00	N/A	N/A
Meeting Room 1 Full Day	S	D	100.00	120.00	N/A	N/A

Weddings (Town Hall)

Council Chamber Wed - Thurs	S	D	207.50	249.00	N/A	N/A
Council Chamber Friday	S	D	261.67	314.00	N/A	N/A
Council Chamber Saturday	S	D	311.67	374.00	N/A	N/A
Committee Rooms Wed - Thurs	S	D	133.33	160.00	N/A	N/A
Committee Rooms Friday	S	D	187.50	225.00	N/A	N/A
Committee Rooms Saturday	S	D	236.67	284.00	N/A	N/A

Weddings (from November 2017)

Seven Arches Road - Thursday	E/S	D	133.33	160.00	170.00	187.00
Seven Arches Road - Friday	E/S	D	187.50	225.00	235.00	260.00
Seven Arches Road - Saturday	E/S	D	236.67	284.00	295.00	326.90

* Please note fees for wedding ceremonies are administered by County Council and include the registrar fee
VAT only applies to the room hire element, which is the only element received by Brentwood Council

**ENVIRONMENT AND ENFORCEMENT
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DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES

CHARGING AREA: OTHER ENVIRONMENTAL HEALTH SERVICES

Dog Control

Statutory Seizure Fee	O	S	25.00	25.00	25.00	25.00
Dog Warden Collection Costs	O	D	68.00	68.00	70.00	70.00
Kennelling Costs (per day)	O	D	13.32	13.32	14.00	14.00

Other Charges

Copy of Food Premises Register (single entry)	O	D	2.00	2.00	2.00	2.00
Copy of Food Premises Register (complete)	O	D	110.00	110.00	110.00	110.00
Level 2 CIEH Food Hygiene/Health & safety	E	D	67.00	67.00	67.00	67.00
Contaminated Land Search Enquiries	O	D	111.00	111.00	115.00	115.00

ASB, Crime and Policing Act 2014

Breach of Community Protection Notice	O	D	80.00	80.00	80.00	80.00
Early payment	O	D	50.00	50.00	50.00	50.00
Breach of Public Spaces Protection Order	O	D	80.00	80.00	80.00	80.00
Early payment	O	D	50.00	50.00	50.00	50.00

Environmental Protection Act 1990

Failure to provide a waste transfer note	O	D	300.00	300.00	300.00	300.00
Littering	O	D	80.00	80.00	80.00	80.00
Dog control offences	O	D	80.00	80.00	80.00	80.00

Clean Neighbourhoods and Environment Act 2005

Alarm noise - failure to nominate key-holder or to notify local authority key-holder's details	O	D	80.00	80.00	80.00	80.00
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Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016

Fly-tipping	O	D	400.00	400.00	400.00	400.00
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Pollution Prevention and Control Act 1999*

** Note these fees are set by DEFRA and are usually published after 1 April. Therefore fees from 1 April 2018 are subject to change*

Standard Process	O	S	1,650.00	1,650.00	1,650.00	1,650.00
Reduced fee activities	O	S	99.00	99.00	99.00	99.00
Mobile screening and crushing plant	O	S	1,650.00	1,650.00	1,650.00	1,650.00

Annual Subsistence Charge*

** Note these fees are set by DEFRA and are usually published after 1 April. Therefore fees from 1 April 2018 are subject to change*

Standard process Low Risk	O	S	772.00	772.00	772.00	772.00
Standard process Medium Risk	O	S	1,161.00	1,161.00	1,161.00	1,161.00
Standard process High Risk	O	S	1,747.00	1,747.00	1,747.00	1,747.00
Reduced fee activities Low Risk	O	S	79.00	79.00	79.00	79.00
PVR I & II combined	O	S	113.00	113.00	113.00	113.00
Mobile screening and crushing plants	O	S	646.00	646.00	646.00	646.00

Food Safety

Food Hygiene Courses	E	D	67.00	67.00	67.00	67.00
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COMMUNITY HEALTH AND HOUSING

**COMMUNITY HEALTH AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018	April 2018-March 2019	April 2017-March 2018	April 2018-March 2019
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SERVICE AREA: COMMUNITY INITIATIVES AND PARTNERSHIPS

CHARGING AREA: COMMUNITY EVENTS

Stallholder Pitch fees per 3 x 3m pitch

Lighting Up Brentwood - £30 street trading licence is included with the fees

Catering Unit - serving food e.g burgers, hot dogs etc.	E	D	150.00	150.00	154.50	154.50
Catering Unit - serving alcohol <i>(new category from 2018/19)</i>	E	D	N/A	N/A	154.50	154.50
Large Business - more than 10 employees	E	D	120.00	120.00	123.60	123.60
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	80.00	80.00	82.40	82.40
Small business - less than 10 employees	E	D	80.00	80.00	82.40	82.40
Crafters and Artists - all hand made by the seller	E	D	50.00	50.00	51.50	51.50
Registered charity	E	D	40.00	40.00	41.20	41.20

Strawberry Fair and other Community Events

Catering Unit - serving food e.g. Burgers, hot dogs etc.	E	D	120.00	120.00	123.60	123.60
Catering Unit - serving alcohol <i>(new category from 2018/19)</i>	E	D	N/A	N/A	123.60	123.60
Large business - more than 10 employees	E	D	90.00	90.00	92.70	92.70
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	50.00	50.00	60.00	60.00
Small business - less than 10 employees	E	D	50.00	50.00	60.00	60.00
Crafters and Artists - all handmade by the seller	E	D	30.00	30.00	30.90	30.90
Registered charity	E	D	30.00	30.00	30.90	30.90
Ice Cream Van (Exclusive) - Strawberry Fair	E	D	400.00	400.00	412.00	412.00
Ice Cream Van (Exclusive) - Family Fun Days	E	D	150.00	150.00	154.50	154.50
Face Painters (any event)	E	D	60.00	60.00	61.80	61.80

Family Fun Days

Wristbands - Rides and Bouncy castles	Per Child	E	D	2.50	2.50	3.50	3.50
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**COMMUNITY HEALTH AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2017-March 2018		CHARGES April 2018-March 2019	
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SERVICE AREA: GOLF COURSE

CHARGING AREA: GOLF COURSE

Annual Season Ticket

7 day Adult		S	D	578.33	694.00	595.84	715.00
7 day Junior		S	D	41.67	50.00	43.34	52.00
5 day Adult	Mon - Fri	S	D	486.67	584.00	501.67	602.00
5 day Concessionary	Mon - Fri	S	D	395.00	474.00	406.67	488.00

20 Round Ticket (Life of one year from purchase)

7 day Adult		S	D	293.33	352.00	302.50	363.00
5 day Adult	Mon - Fri	S	D	206.67	248.00	212.50	255.00
5 day Concessionary	Mon - Fri	S	D	147.50	177.00	151.67	182.00

Weekday

Per Round - 18 holes - Adult		S	D	15.00	18.00	15.84	19.00
Per Round - 18 holes - Junior (under 17) & OAPs		S	D	12.50	15.00	13.34	16.00

Weekends and Public Holidays

Per Round - 18 holes - Adult		S	D	20.00	24.00	20.84	25.00
Juniors (under 17) & OAP's	After 1pm	S	D	12.50	15.00	13.34	16.00

Other Charges

Twilight Play		S	D	8.33	10.00	9.17	11.00
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**COMMUNITY HEALTH AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2017-March 2018		CHARGES April 2018-March 2019	
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SERVICE AREA: OPEN SPACES

CHARGING AREA: SPORTS FACILITIES AND OPEN SPACES

Note - Exempt charges only apply to block bookings when made by a school, club or Association. Otherwise the VAT should be charged as standard rated.

Football

King George's Playing Field & Warley Playing Fields (with Changing Facilities)

Pitch & Pavilion - Fortnightly - Adult - Season	Sunday/Bank Holidays	E	D	978.00	978.00	1,007.00	1,007.00
Pitch & Pavilion - Fortnightly - Adult - Season	Other Days	E	D	956.00	956.00	985.00	985.00

Pitch & Pavilion - Weekly - Adult - Season	Sunday/Bank Holidays	E	D	1,955.00	1,955.00	2,014.00	2,014.00
Pitch & Pavilion - Weekly - Adult - Season	Other Days	E	D	1,909.00	1,909.00	1,966.00	1,966.00

Occasional Matches - Adult	Any Day	S	D	80.00	96.00	82.50	99.00
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Other Playing Fields (No Changing Facilities)

Pitch - Fortnightly - Adult - Season	Any Day	E	D	620.00	620.00	639.00	639.00
Pitch - Weekly - Adult - Season	Any Day	E	D	1,237.00	1,237.00	1,274.00	1,274.00

Junior Matches All Sites (No Changing Facilities)

Pitch - Fortnightly - Junior - Season	Any Day	E	D	340.00	340.00	350.00	350.00
Pitch - Weekly - Junior - Season	Any Day	E	D	678.00	678.00	698.00	698.00

Occasional Matches (No Changing Facilities)

Adult	Any Day	S	D	50.00	60.00	51.67	62.00
Juniors (under17)	Any Day	S	D	30.00	36.00	30.84	37.00

Mini Soccer - All Sites (No Changing Facilities)

Seasonal Booking every week	Weekly	E	D	358.00	358.00	369.00	369.00
Occasional	Any Day	S	D	25.83	31.00	26.67	32.00

Rugby

Brentwood Centre (No Changing Facilities)

Pitch - Fortnightly - Adult - Season	Any Day	E	D	620.00	620.00	639.00	639.00
Pitch - Fortnightly - Junior - Season	Any Day	E	D	340.00	340.00	350.00	350.00

Pitch - Weekly - Adult - Season	Any Day	E	D	1,237.00	1,237.00	1,274.00	1,274.00
Pitch - Weekly - Junior - Season	Any Day	E	D	678.00	678.00	698.00	698.00

Occasional Matches - Adult	Any Day	S	D	50.00	60.00	51.67	62.00
Occasional Matches - Juniors (under17)	Any Day	S	D	30.00	36.00	30.84	37.00

**COMMUNITY HEALTH AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

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SERVICE AREA: OPEN SPACES

CHARGING AREA: SPORTS FACILITIES AND OPEN SPACES

Note - Exempt charges only apply to block bookings when made by a school, club or Association. Otherwise the VAT should be charged as standard rated.

Bowling Greens

Bowls - Season	Adult	S	D	123.33	148.00	126.67	152.00
Bowls - Season	Juniors/OAP's	S	D	77.50	93.00	80.00	96.00
Match Reservations + per rink (inclusive of visitors fees non returnable)	Club Charges	E	D	5.00	5.00	5.20	5.20
Other Reservations (not inclusive of visitors fees non returnable)	Club Charges	E	D	3.00	3.00	3.10	3.10

Large Open spaces with facilities (King Georges Playing Field and The Brentwood Centre)

Large Events - more than 1/2 Field with £5 or more admission fee		E	D	2,102.00	2,102.00	2,165.00	2,165.00
Medium Events - less than 1/2 field and less than £5 admission fee		E	D	736.00	736.00	758.00	758.00
Small Events - less than 1/4 field		E	D	316.00	316.00	325.00	325.00
Keep Fit sessions - No cordoning off of field	Single	S	D	31.67	38.00	32.50	39.00
Keep Fit sessions - No cordoning off of field	Annual	S	D	128.33	154.00	132.50	159.00
Litter picking post event		S	D	79.17	95.00	81.67	98.00
Non commercial or charitable events (following approval by ward members) 50% discount							

Note - Block bookings of large events of 10 or more in a 12 month period will be eligible for a 25% discount on the above.

New category for family events/celebrations (other than usual enjoyment of parks such as picnics/ball games etc). We are recommending there is no fee for this category, however, if the activity included things such as erecting a bouncy castle, gazebo, family festivals etc that we would request they gain permission and complete the application form and submit risk assessments etc as appropriate for the event. This category is not currently covered, and officers have often had requests for such events that do not fall within any of the current event categories

Other Open Spaces

Open Space (following approval by Ward members)	Daily Charge	E	D	316.00	316.00	325.00	325.00
Filming Rights - No defined area	Open Space Only	S	D	53.33	64.00	N/A	N/A
Filming Location Fee (subject to conditions & credits)	Open Space Only	S	D	N/A	N/A	166.67	200.00
Repeat Fee - 1% of original fee							

**COMMUNITY HEALTH AND HOUSING
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SERVICE AREA: COMMUNITY ALARMS

CHARGING AREA: COMMUNITY ALARMS

Note - VAT indicator should be zero if recipient is chronically sick or disabled and provides a certificate confirming this

Community Alarms

Alarm plus up to three sensors per week	Per week	S	D	3.00	3.60	3.25	3.9
Alarm plus up to three sensors (if in receipt of full HB / Pension credit)	Per week	S	D	2.50	3.00	2.75	3.3

Other Charges

Extra 2nd pendant	Per week	S	D	1.00	1.20	1.25	1.5
Smoke Detectors	Per week	S	D	1.00	1.20	1.25	1.5
Key Safe - Reconditioned Rental	Per week	S	D	1.00	1.20	1.25	1.5
Key Safe - Purchase		S	D	62.50	75.00	62.75	75.3
Bogus Caller Button/Panic Button	Per week	S	D	1.00	1.20	1.25	1.5
Temperature extreme sensor	Per week	S	D	1.00	1.20	1.25	1.5
CO2 Detectors	Per week	S	D	1.50	1.80	1.75	2.1
Fall Detector	Per week	S	D	1.50	1.80	1.75	2.1
Flood Detector	Per week	S	D	1.50	1.80	1.75	2.1
Bed sensor	Per week	S	D	2.50	3.00	2.75	3.3
Pill Dispenser	Per week	S	D	2.50	3.00	2.75	3.3
Heat rise detectors	Per week	S	D	1.5	1.8	1.75	2.1
Low heat detectors	Per week	S	D	1.5	1.8	1.75	2.1

**COMMUNITY HEALTH AND HOUSING
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SERVICE AREA: HOMELESSNESS

CHARGING AREA: RECHARGES TO TENANTS

Recharges to Tenants

Daily Bed and Breakfast Room Charge		O	D	£40 - £85	£40 - £85	£40 - £85	£40 - £85
Amenity Charge per person per day		O	D	3.00	3.00	3.00	3.00
Removals	Minimum	S	D	350.00	350.00	Cost Price	Cost Price
Furniture		S	D	Cost Price	Cost Price	Cost Price	Cost Price
Storage - Homeless	per square foot	S	D	10.00	12.00	Cost Price	Cost Price

**COMMUNITY HEALTH AND HOUSING
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SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: ESTATES

Housing Estates

Storage - Evictions	Per week	S	D	10.00	12.00	11.42	13.70
Copying of Housefile		O	D	10.00	10.00	10.00	10.00
Copying of Tenancy Agreement		O	D	10.00	10.00	10.00	10.00
Garage Clearance		S	D	125.00	150.00	125.00	150.00
Property Clearance 1 or 2 Beds		S	D	At Cost	At Cost	At Cost	At Cost
Property Clearance 3 or 4 Beds		S	D	At Cost	At Cost	At Cost	At Cost
Bulk Waste Removal per item	Min 2 items	O	D	10.50	10.50	10.50	10.50

Tenancy Management

Court Costs	Average	O	D	376.00	376.00	376.00	376.00
Gas Servicing Warrant Fee		S	D	20.00	24.00	20.00	24.00
Gas Servicing Warant Enforcement		S	D	35.00	42.00	35.00	42.00
Forced entry		S	D	65.00	78.00	65.00	78.00
Administration charge		S	D	-	-	10.00	12.00

**COMMUNITY HEALTH AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

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			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: REPAIRS

Note: Pricing Mechanism: Cost Price - 25% rounded to the nearest £5 the % reduction will reduce by 5% each year until the full cost is recovered

Rechargeable Repairs

Replacement Key/Key Fob	S	D	10.00	12.00	10.00	12.00
Lock Change	S	D	65.00	78.00	65.00	78.00
Single Glaze Window Replacement upto 1 Square Metre	S	D	50.00	60.00	50.00	60.00
Single Glaze Window Replacement over 1 Square Metre	S	D	75.00	90.00	75.00	90.00
Double Glazed Window Replacement upto 1 Square Metre	S	D	85.00	102.00	85.00	102.00
Double Glazed Window Replacement over 1 Square Metre	S	D	125.00	150.00	125.00	150.00
Internal Fire door Replacement	S	D	125.00	150.00	125.00	150.00
External Door Replacement	S	D	600.00	720.00	600.00	720.00
Paint Pack	S	D	70.00	84.00	70.00	84.00
Correction of Unauthorised Alterations (Where Tenants have conducted works without the permission of the Council and retrospective permission can not be granted)	S	D	Cost Price	Cost Price	Cost Price	Cost Price
			Cost Price	Cost Price	Cost Price	Cost Price
Any other repair deemed re-chargeable	S	D	less 25%	less 25%	less 20%	less 25%

**COMMUNITY HEALTH AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: HOUSING REVENUE ACCOUNT

CHARGING AREA: LEASEHOLDERS

Leaseholders

Leasehold Information Pack (LPE1)	S	D	360.00	432.00	309.00	370.80
Leasehold Alterations Consent	S	D	120.00	144.00	123.58	148.30
Leasehold property valuations (request for amendment)	S	D	Cost Price	Cost Price	Cost Price	Cost Price
Registration of Notices	S	D	50.00	60.00	51.50	61.80

**COMMUNITY HEALTH AND HOUSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2017-March 2018		CHARGES April 2018-March 2019	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: OTHER ENVIRONMENTAL HEALTH SERVICES

CHARGING AREA: HOUSES IN MULTIPLE OCCUPATION AND HOUSING ACT NOTICES

Houses in Multiple Occupation

New licence - 5 years	O	D	814.00	814.00	840.00	840.00
Renewal of licence - 5 years	O	D	555.00	555.00	570.00	570.00

Housing Act Notices

Issuing notices under Housing Acts	E	D	222.00	222.00	230.00	230.00
Immigration Survey checks	E	D	74.00	74.00	80.00	80.00

POLICY PROJECTS & RESOURCES

**POLICY PROJECTS AND RESOURCES
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: PARKING

CHARGING AREA: Offstreet Parking

Note - New Parking Charges were effective from 2 October 2017

Chatham Way

Monday to Saturday - 6:00am to 7:00pm

30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.83	1.00	0.83	1.00
2 hours	S	D	1.08	1.30	1.67	2.00
2 hours with discount card	S	D	N/A	N/A	1.17	1.40
3 hours	S	D	2.42	2.90	2.50	3.00
4 hours	S	D	3.00	3.60	3.33	4.00
5 hours	S	D	3.67	4.40	4.17	5.00
6 hours	S	D	4.42	5.30	5.00	6.00
24 hours	S	D	6.67	8.00	6.67	8.00

Monday to Saturday - 7:00pm to 6:00am

Overnight Charge	S	D	1.67	2.00	1.67	2.00
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Sunday Charge

All day	S	D	0.00	0.00	0.00	0.00
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Coptfold Road

Monday to Saturday - 6:00am to 7:00pm

30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.83	1.00	0.83	1.00
2 hours	S	D	1.08	1.30	1.67	2.00
2 hours with discount card	S	D	N/A	N/A	1.17	1.40
3 hours	S	D	2.42	2.90	2.50	3.00
4 hours	S	D	3.00	3.60	3.33	4.00
5 hours	S	D	3.67	4.40	4.17	5.00
6 hours	S	D	4.42	5.30	5.00	6.00
6 hours+ to close	S	D	6.67	8.00	6.67	8.00

Monday to Saturday - 7:00pm to 10:00pm

Overnight Charge	S	D	1.67	2.00	1.67	2.00
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Sunday Charge - 6:00am to 10:00pm

Flat Charge	S	D	0.83	1.00	0.83	1.00
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Lost Ticket	S	D	6.67	8.00	8.33	10.00
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Exit charge after 10:00pm	S	D	41.67	50.00	41.67	50.00
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William Hunter Way

Monday to Saturday - 6:00am to 7:00pm

30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.83	1.00	0.83	1.00
2 hours	S	D	1.08	1.30	1.67	2.00
2 hours with discount card	S	D	N/A	N/A	1.17	1.40
3 hours	S	D	2.42	2.90	2.50	3.00
4 hours	S	D	3.00	3.60	3.33	4.00
5 hours	S	D	3.67	4.40	4.17	5.00
6 hours	S	D	4.42	5.30	5.00	6.00
24 hours	S	D	6.67	8.00	6.67	8.00
Overnight Charge	S	D	1.67	2.00	1.67	2.00

Sunday Charge

All day	S	D	0.83	1.00	0.83	1.00
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**POLICY PROJECTS AND RESOURCES
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: PARKING

CHARGING AREA: Offstreet Parking

Note - New Parking Charges were effective from 2 October 2017

Town Hall

Monday to Saturday - 6:00am to 7:00pm

30 mins	S	D	0.00	0.00	0.00	0.00
1 hours	S	D	0.83	1.00	0.83	1.00
2 hours	S	D	1.08	1.30	1.67	2.00
2 hours with discount card	S	D	N/A	N/A	1.17	1.40
3 hours	S	D	2.42	2.90	2.50	3.00
4 hours	S	D	3.00	3.60	3.33	4.00
5 hours	S	D	3.67	4.40	4.17	5.00
6 hours	S	D	4.42	5.30	5.00	6.00
24 hours	S	D	6.67	8.00	6.67	8.00
Overnight Charge	S	D	1.67	2.00	1.67	2.00

Sunday Charge

All day	S	D	0.00	0.00	0.00	0.00
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Note - Staff car park (north) and south closed to public during redevelopment

Westbury Road

Saturday - all day	S	D	3.33	4.00	3.33	4.00
Sunday - all day	S	D	N/A	N/A	0.83	1.00
Overnight Charge	S	D	N/A	N/A	1.67	2.00

King George's Playing Field

4 Hours	S	D	0.00	0.00	0.00	0.00
Over 4 Hours	S	D	4.17	5.00	4.17	5.00
Coaches	S	D	12.50	15.00	12.50	15.00

Monday to Friday 09:00am - 6:00pm

Ingatestone

Maximum stay 2 hours no return for 4 hours	S	D	0.00	0.00	0.00	0.00
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Note - This is for Bellmead and Market Square Monday to Saturday 8:00am - 6:00pm

Friars Avenue

Maximum stay 2 hours no return for 4 hours	S	D	0.00	0.00	N/A	N/A
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Monday to Saturday - 6:00am to 7:00pm

30 mins	S	D	N/A	N/A	0.00	0.00
1 hours	S	D	N/A	N/A	0.83	1.00
2 hours	S	D	N/A	N/A	1.67	2.00
2 hours with discount card	S	D	N/A	N/A	1.17	1.40
3 hours	S	D	N/A	N/A	2.50	3.00
Overnight Charge	S	D	N/A	N/A	1.67	2.00

Sunday Charge

All day	S	D	N/A	N/A	0.83	1.00
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Note - The above charges are due to be introduced in early 2018

Hunters Avenue

Maximum stay 2 hours no return for 4 hours	S	D	0.00	0.00	N/A	N/A
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Monday to Saturday - 6:00am to 7:00pm

30 mins	S	D	N/A	N/A	0.00	0.00
1 hours	S	D	N/A	N/A	0.83	1.00
2 hours	S	D	N/A	N/A	1.67	2.00
2 hours with discount card	S	D	N/A	N/A	1.17	1.40
3 hours	S	D	N/A	N/A	2.50	3.00
Overnight Charge	S	D	N/A	N/A	1.67	2.00

Sunday Charge

All day	S	D	N/A	N/A	0.83	1.00
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Note - The above charges are due to be introduced in early 2018

**POLICY PROJECTS AND RESOURCES
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2017-March 2018		CHARGES April 2018-March 2019	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PARKING

CHARGING AREA: Offstreet Parking - Season Tickets

Standard Charge

7 days	S	D	25.00	30.00	25.00	30.00
1 month	S	D	85.00	102.00	85.00	102.00
3 months	S	D	250.00	300.00	250.00	300.00
6 months	S	D	458.33	550.00	458.33	550.00
12 months	S	D	791.67	950.00	791.67	950.00

Renewal on Line

7 days	S	D	25.00	30.00	25.00	30.00
1 month	S	D	85.00	102.00	85.00	102.00
3 months	S	D	237.50	285.00	237.50	285.00
6 months	S	D	433.33	520.00	433.33	520.00
12 months	S	D	741.67	890.00	741.67	890.00

Note - For Coptfold Road, Sir Francis Way, Westbury Road and William Hunter Way car parks

PLANNING AND LICENSING

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: LAND CHARGES

CHARGING AREA: Land Charges

Search Fees

LLC1	O	S	20.00	20.00	20.00	20.00
CON 29R	S	S	81.65	97.98	81.65	97.98
CON 29R including LLC1	S/O	S	101.65	117.98	101.65	117.98
CON 290 optional enquiries, except Q22	S	S	11.75	14.10	11.75	14.10
CON 290 optional enquiries, Q22 only	S	S	14.00#	16.80#	14.00#	16.80#
Any other additional enquiries	O	S	28.75	28.75	28.75	28.75
Additional parcels of Land	S	S	35.80	42.96	35.80	42.96

In relation to CON 290, Q.22 only, additional parcels of land are processed at £1 per parcel, subject to maximum of 6 parcels of land, there being a £20 maximum fee payable in this regard

Copy Documents

Tree Preservation Order	O	S	16.90	16.90	16.90	16.90
Planning Decision Notice	O	S	14.98	14.98	14.98	14.98
S106 etc	O	S	33.80	33.80	33.80	33.80
Enforcement notice	O	S	16.90	16.90	16.90	16.90

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: LICENSING

CHARGING AREA: Licence Fees

Street Trading

Independent Permanent Stall - Annual	O	D	350.00	350.00	350.00	350.00
Independent 'One Off Stalls'	O	D	85.00	85.00	85.00	85.00
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	250.00	250.00	257.50	257.50
Practitioner Registration	O	D	89.00	89.00	91.50	91.50

Animals

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

Pet Shops - 1 year	O	D	250.00	250.00	257.50	257.50
Boarding Kennels - 1 year	O	D	250.00	250.00	257.50	257.50
Dog Breeders - 1 year	O	D	250.00	250.00	257.50	257.50
Riding Establishments - 1 year	O	D	250.00	250.00	257.50	257.50
Dangerous Wild Animals - 2 years	O	D	250.00	250.00	257.50	257.50
Zoo Premises New - 6 years	O	D	900.00	900.00	927.00	927.00
Zoo Premises Renewal - 4 years	O	D	550.00	550.00	566.50	566.50

Sex Establishment Licensing

Premises Application	O	D	2,255.00	2,255.00	2,322.50	2,322.50
Premises Renewal	O	D	1,537.50	1,537.50	1,583.50	1,583.50
Premises Variation	O	D	512.50	512.50	528.00	528.00

Pavement Permit

New application Tables and Chairs 1-2 tables	O	D	250.00	250.00	257.50	257.50
New Application Tables and Chairs 3-6 tables	O	D	450.00	450.00	463.50	463.50
New Application Tables and Chairs over 6 tables.	O	D	650.00	650.00	669.50	669.50
Renewal application Tables and Chairs 1-2 tables	O	D	150.00	150.00	154.50	154.50
Renewal Application Tables and Chairs 3-6 tables	O	D	350.00	350.00	360.50	360.50
Renewal Application Tables and Chairs over 6 tables.	O	D	550.00	550.00	566.50	566.50

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 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 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 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 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 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 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

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

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

Driver New - 3 years	O	S	300.00	300.00	N/A	N/A
Renewal - 3 years	O	S	240.00	240.00	N/A	N/A
Combined Driver New - 3 years (includes DBS and DVLA checks)	O	S	N/A	N/A	456.00	456.00
Combined Driver Renewal - 3 years (includes DBS and DVLA checks)	O	S	N/A	N/A	406.00	406.00
Re-Test - Knowledge Test	O	S	35.00	35.00	35.00	35.00
Disclosure and Barring Service (DBS) Check	O	S	44.00	44.00	52.00	52.00
Driver and Vehicle Licensing Agency (DVLA) Check	O	S	5.00	5.00	5.00	5.00

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 (optional)	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

FEES & CHARGES SCHEDULE FROM 1 APRIL 2018

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: BUILDING CONTROL

CHARGING AREA: NEW DWELLINGS NOT EXCEEDING 300m²

HO1						
Houses Bungalows less than 4 storeys 1 plot Plan and Inspection	S	D	587.98	705.57	646.75	776.10
Houses Bungalows less than 4 storeys 1 plot Building Notice	S	D	646.78	776.13	711.42	853.70
Houses Bungalows less than 4 storeys 1 plot Regularisation	O	D	892.55	892.55	981.80	981.80
HO2						
Houses Bungalows less than 4 storeys 2 plot Plan and Inspection	S	D	830.56	996.67	913.58	1,096.30
Houses Bungalows less than 4 storeys 2 plot Building Notice	S	D	913.62	1,096.34	1,005.00	1,206.00
Houses Bungalows less than 4 storeys 2 plot Regularisation	O	D	1,260.79	1,260.79	1,386.90	1,386.90
HO3						
Houses Bungalows less than 4 storeys 3 plot Plan and Inspection	S	D	1,162.57	1,395.08	1,278.83	1,534.60
Houses Bungalows less than 4 storeys 3 plot Building Notice	S	D	1,278.83	1,534.59	1,406.75	1,688.10
Houses Bungalows less than 4 storeys 3 plot Regularisation	O	D	1,764.78	1,764.78	1,941.30	1,941.30
HO4						
Houses Bungalows less than 4 storeys 4 plot Plan and Inspection	S	D	1,357.49	1,628.99	1,493.25	1,791.90
Houses Bungalows less than 4 storeys 4 plot Building Notice	S	D	1,493.24	1,791.89	1,642.58	1,971.10
Houses Bungalows less than 4 storeys 4 plot Regularisation	O	D	2,060.67	2,060.67	2,266.70	2,266.70
HO5						
Houses Bungalows less than 4 storeys 5 plot Plan and Inspection	S	D	1,611.32	1,933.58	1,772.42	2,126.90
Houses Bungalows less than 4 storeys 5 plot Building Notice	S	D	1,772.45	2,126.94	1,949.67	2,339.60
Houses Bungalows less than 4 storeys 5 plot Regularisation	O	D	2,445.98	2,445.98	2,690.60	2,690.60
FO1						
Houses Bungalows less than 4 storeys 1 flat Plan and Inspection	S	D	532.29	638.74	585.50	702.60
Houses Bungalows less than 4 storeys 1 flat Building Notice	S	D	585.52	702.62	644.08	772.90
Houses Bungalows less than 4 storeys 1 flat Regularisation	O	D	808.01	808.01	888.80	888.80
FO2						
Houses Bungalows less than 4 storeys 2 flat Plan and Inspection	S	D	756.66	907.99	832.33	998.80
Houses Bungalows less than 4 storeys 2 flat Building Notice	S	D	832.33	998.79	915.58	1,098.70
Houses Bungalows less than 4 storeys 2 flat Regularisation	O	D	1,148.61	1,148.61	1,263.50	1,263.50
FO3						
Houses Bungalows less than 4 storeys 3 flat Plan and Inspection	S	D	946.76	1,136.12	1,041.42	1,249.70
Houses Bungalows less than 4 storeys 3 flat Building Notice	S	D	1,041.44	1,249.73	1,145.58	1,374.70
Houses Bungalows less than 4 storeys 3 flat Regularisation	O	D	1,437.19	1,437.19	1,580.90	1,580.90
FO4						
Houses Bungalows less than 4 storeys 4 flat Plan and Inspection	S	D	1,207.37	1,448.85	1,328.08	1,593.70
Houses Bungalows less than 4 storeys 4 flat Building Notice	S	D	1,328.11	1,593.73	1,460.92	1,753.10
Houses Bungalows less than 4 storeys 4 flat Regularisation	O	D	1,832.79	1,832.79	2,016.10	2,016.10
FO5						
Houses Bungalows less than 4 storeys 5 flat Plan and Inspection	S	D	1,409.44	1,691.32	1,550.42	1,860.50
Houses Bungalows less than 4 storeys 5 flat Building Notice	S	D	1,550.38	1,860.46	1,705.42	2,046.50
Houses Bungalows less than 4 storeys 5 flat Regularisation	O	D	2,139.52	2,139.52	2,353.50	2,353.50
CV01						
Conversion to a Single Dwelling House Plan and Inspection	S	D	650.63	780.76	715.67	858.80
Conversion to a Single Dwelling House Building Notice	S	D	715.70	858.83	787.25	944.70
Conversion to a Single Dwelling House Regularisation	O	D	987.66	987.66	1,086.40	1,086.40
CV02						
Conversion to a Single Flat Plan and Inspection	S	D	586.91	704.29	645.58	774.70
Conversion to a Single Flat Building Notice	S	D	645.60	817.37	710.17	852.20
Conversion to a Single Flat Regularisation	O	D	939.97	939.97	1,034.00	1,034.00
ED						
Notifiable Electrical Work where a satisfactory certificate will not be issued by a Part P registered electrician.	S	D	315.00	378.00	346.50	415.80

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2017-March 2018		CHARGES April 2018-March 2019	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: BUILDING CONTROL

CHARGING AREA: WORK TO A SINGLE DWELLING (NOT MORE THAN 3 STOREYS HIGH ABOVE GROUND LEVEL)

DW00							
Single Storey extension not exceeding 10 sq m Plan and Inspection Charge	S	D	267.75	321.30	294.50	353.40	
Single Storey extension not exceeding 10 sq m Building Notice	S	D	294.53	353.43	324.00	388.80	
Single Storey extension not exceeding 10 sq m Regularisation Charge	O	D	406.44	406.44	447.10	447.10	
DW01							
Single Storey extension not exceeding 40 sq m Plan and Inspection Charge	S	D	505.87	607.04	556.42	667.70	
Single Storey extension not exceeding 40 sq m Building Notice	S	D	556.46	667.75	612.08	734.50	
Single Storey extension not exceeding 40 sq m Regularisation Charge	O	D	767.91	767.91	844.70	844.70	
DW02							
Single Storey extension not exceeding 100 sq m Plan and Inspection Charge	S	D	631.89	758.27	695.08	834.10	
Single Storey extension not exceeding 100 sq m Building Notice	S	D	695.08	834.09	764.58	917.50	
Single Storey extension not exceeding 100 sq m Regularisation Charge	O	D	959.21	959.21	1,055.10	1,055.10	
DW03							
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Plan and Inspection Charge	S	D	589.05	706.86	647.92	777.50	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Building Notice	S	D	647.96	777.55	712.75	855.30	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Regularisation Charge	O	D	894.18	894.18	983.60	983.60	
DW04							
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Plan and Inspection Charge	S	D	655.45	786.54	721.00	865.20	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Building Notice	S	D	721.00	865.20	793.08	951.70	
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Regularisation Charge	O	D	994.98	994.98	1,094.50	1,094.50	
DW05							
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Plan and Inspection Charge	S	D	322.37	386.85	354.58	425.50	
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Building Notice	S	D	354.61	425.53	390.08	468.10	
Erection of non-exempt domestic extension comprising of garage, carport or store not exceeding 100 sq m Regularisation Charge	O	D	489.36	489.36	538.30	538.30	
DW06							
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Plan and Inspection Charge	S	D	414.48	497.37	455.92	547.10	
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Building Notice	S	D	455.92	547.11	501.50	601.80	
Erection of non-exempt detached non-habital domestic building not exceeding 100 sq m Regularisation Charge	O	D	629.18	629.18	692.10	692.10	
DW07							
First Floor & Second Floor loft conversion Plan and Inspection Charge	S	D	486.77	584.12	535.42	642.50	
First Floor & Second Floor loft conversion Building Notice	S	D	535.45	642.54	589.00	706.80	
First Floor & Second Floor loft conversion Regularisation Charge	O	D	738.92	738.92	812.80	812.80	
DW08							
Other Works Plan and Inspection Charge	S	D	289.17	347.00	318.08	381.70	
Other Works Building Notice	S	D	318.09	381.70	349.92	419.90	
Other Works Regularisation Charge	O	D	438.96	438.96	482.90	482.90	
DW09							
Re-roofing, installation of solar panels or photovoltaic cells Plan and Inspection Charge	S	D	176.72	212.06	194.42	233.30	
Re-roofing, installation of solar panels or photovoltaic cells Building Notice	S	D	194.39	233.26	213.83	256.60	
Re-roofing, installation of solar panels or photovoltaic cells Regularisation Charge	O	D	268.25	268.25	295.10	295.10	
DW10							
Replacement of windows, roof lights, roof windows or external glazed doors Plan and Inspection Charge	S	D	158.51	190.21	174.33	209.20	
Replacement of windows, roof lights, roof windows or external glazed doors Building Notice	S	D	174.36	209.23	191.83	230.20	
Replacement of windows, roof lights, roof windows or external glazed doors Regularisation Charge	O	D	240.62	240.62	264.70	264.70	
DW11							
Cost of work not exceeding £5,000 Plan and Inspection Charge	S	D	211.52	253.83	232.67	279.20	
Cost of work not exceeding £5,000 Building Notice	S	D	232.67	279.21	255.92	307.10	
Cost of work not exceeding £5,000 Regularisation Charge	O	D	321.09	321.09	353.20	353.20	
DW12							
Cost of work exceeding £5,000 but not exceeding £25,000 Plan and Inspection Charge	S	D	410.55	492.66	451.58	541.90	
Cost of work exceeding £5,000 but not exceeding £25,000 Building Notice	S	D	451.61	541.93	496.75	596.10	
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	623.21	623.21	685.50	685.50	
DW13							
Cost of work exceeding £25,000 but not exceeding £100,000 Plan and Inspection Charge	S	D	678.30	813.96	746.17	895.40	
Cost of work exceeding £25,000 but not exceeding £100,000 Building Notice	S	D	746.13	895.36	820.75	984.90	
Cost of work exceeding £25,000 but not exceeding £100,000 Regularisation Charge	O	D	1,029.66	1,029.66	1,132.60	1,132.60	
ED							
Notifiable electrical work where a satisfactory certificate will not be issued by a Part P registered electrician	S	D	315.00	378.00	346.50	415.80	

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: BUILDING CONTROL

CHARGING AREA: ALL OTHER NON-DOMESTIC WORK (NOT MORE THAN 3 STOREYS ABOVE GROUND LEVEL)

Extensions and New Builds

ND01

Single Storey extension not exceeding 40 sq m Plan and Inspection Charge	S	D	499.80	599.76	549.75	659.70
Single Storey extension not exceeding 40 sq m Regularisation Charge	O	D	767.55	767.55	844.30	844.30

ND02

Single Storey extension not exceeding 100 sq m Plan and Inspection Charge	S	D	571.20	685.44	628.33	754.00
Single Storey extension not exceeding 100 sq m Regularisation Charge	O	D	865.73	865.73	952.30	952.30

ND03

Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Plan and Inspection Charge	S	D	624.75	749.70	687.25	824.70
Extension with some part 2 or 3 storeys in height and total floor not exceeding 40 sq m Regularisation Charge	O	D	946.05	946.05	1,040.70	1,040.70

ND04

Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Plan and Inspection Charge	S	D	678.30	813.96	746.17	895.40
Extension with some part 2 or 3 storeys in height and total floor not exceeding 100 sq m Regularisation Charge	O	D	1,026.38	1,026.38	1,129.00	1,129.00

Alterations

ND05

Cost of work not exceeding £5,000 Plan and Inspection Charge	S	D	267.75	321.30	294.50	353.40
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	401.63	401.63	441.80	441.80
Replacement of windows, roof lights, roof windows or external glazed doors Plan and Inspection Charge	S	D	232.05	278.46	255.25	306.30
Replacement of windows, roof lights, roof windows or external glazed doors Regularisation Charge	O	D	339.15	339.15	373.10	373.10
Renewable energy systems not exceeding £20,000 Planning and Inspection Charge	S	D	249.90	299.88	274.92	329.90
Renewable energy systems not exceeding £20,000 Regularisation Charge	O	D	357.00	357.00	392.70	392.70
Installation of new shop front and work not exceeding £5,000 Plan and Inspection Charge	S	D	249.90	299.88	274.92	329.90
Installation of new shop front and work not exceeding £5,000 Regularisation Charge	O	D	357.00	357.00	392.70	392.70

ND06

Cost of work exceeding £5,000 but not exceeding £25,000 Plan and Inspection Charge	S	D	410.55	492.66	451.58	541.90
Cost of work exceeding £5,000 but not exceeding £25,000 Regularisation Charge	O	D	624.75	624.75	687.20	687.20
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) Plan and Inspection Charge	S	D	321.30	385.56	353.42	424.10
Replacement of windows, rooflights, roof windows or external glazed doors (exceeding 20 units) Regularisation Charge	O	D	499.80	499.80	549.80	549.80
Installation of raised storage platform not exceeding 250 sqm within an existing building Plan and Inspection Charge	S	D	392.70	471.24	432.00	518.40
Installation of raised storage platform not exceeding 250 sqm within an existing building Regularisation Charge	O	D	553.35	553.35	608.70	608.70

ND07

Cost of work exceeding £25,000 and not exceeding £100,000 Plan and Inspection Charge	S	D	714.00	856.80	785.42	942.50
Cost of work exceeding £25,000 and not exceeding £100,000 Regularisation Charge	O	D	1,088.85	1,088.85	1,197.70	1,197.70
Fit out of building up to 100 sq m Plan and Inspection Charge	S	D	481.95	578.34	530.17	636.20
Fit out of building up to 100 sq m Regularisation Charge	O	D	669.46	669.46	736.40	736.40

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES		CHARGES	
			April 2017-March 2018 Excl VAT	Inc VAT	April 2018-March 2019 Excl VAT	Inc VAT

SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Planning Application Fees

Revised charges from 5th Feb 2018

All Outline Applications						
Up to 2.5 hectare, per 0.1 hectare	O	S	462	462	462	462
More than 2.5 hectares	O	S	11,432	11,432	11,432	11,432
Each 0.1 hectare in excess of 2.5 hectares to a maximum of £125,000	O	S	138	138	138	138
Householder Applications						
Alterations/extensions to a single dwelling	O	S	206	206	206	206
Full Applications						
Alterations/extensions two or more dwellings	O	S	407	407	407	407
New Dwellings (up to 50) per dwelling	O	S	462	462	462	462
New Dwellings more than 50	O	S	22,859	22,859	22,859	22,859
Each dwelling in excess of 50 to a maximum of £250,000	O	S	138	138	138	138
Erection of buildings (not dwellings, agricultural, glasshouses, plant nor machinery)						
Gross Floor up to 40sq m	O	S	234	234	234	234
Gross Floor 40 sq m to 75 sq m	O	S	462	462	462	462
Gross Floor 75sq m to 3750 sq m each 75 sq m or part thereof	O	S	462	462	462	462
Gross Floor more than 3750 sq m	O	S	22,859	22,859	22,859	22,859
Each additional 75 sq m in excess of 3750 sq m to a maximum of £250,000	O	S	138	138	138	138
Erection of building (on land used for agriculture for agricultural purposes)						
Gross Floor Space up to 465 sq m	O	S	96	96	96	96
Gross Floor 465 sq m to 540 sq m	O	S	462	462	462	462
Gross Floor 540 sq m to 4215 sq m each 75 sq m in excess of 540 sq m	O	S	462	462	462	462
Gross Floor more than 4215 sq m	O	S	22,859	22,859	22,859	22,859
Each additional 75 sq m in excess of 4215 sq m to a maximum of £250,000	O	S	138	138	138	138
Erection of glasshouses						
Gross Floor no more than 465 sq m	O	S	96	96	96	96
Gross Floor more than 465 sq m	O	S	2,580	2,580	2,580	2,580
Erection/Alterations/Replacement of Plant and Machinery						
Site Area not more than 5 hectares - per 0.1 hectare or part thereof	O	S	462	462	462	462
Site Area more than 5 hectares	O	S	22,859	22,859	22,859	22,859
Each additional 0.1 hectare in excess of 5 hectares up to a maximum of £250,000	O	S	138	138	138	138
Applications other than Building Works						
Car parks, Service Roads or other accesses	O	S	234	234	234	234
Waste (Use of land for disposal of refuse or waste materials or deposit of amterial remaining after extraction or storage minerals)						
Site Area no more than 15 hectares per 0.1 hectare	O	S	234	234	234	234
Site Area more than 15 hectares	O	S	34,934	34,934	34,934	34,934
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	138	138	138	138
Operations connected with exploratory drilling for oil or natural gas						
Site area not more than 7.5 hectares each 0.1 hectare	O	S	508	508	508	508
Site area more than 7.5 hectares	O	S	38,070	38,070	38,070	38,070
Each 0.1 hectare in excess of 7.5 hectares up to a maximum of £250,000	O	S	151	151	151	151
Operations (other than exploratory drilling) for the winning and working of oil or natural gas						
Site area not more than 15 hectares each 0.1 hectares	O	S	257	257	257	257
Site area more than 15 hectares	O	S	38,520	38,520	38,520	38,520
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	151	151	151	151
Operations (winning and working of minerals) excluding oil or natural gas						
Site area not more than 15 hectares each 0.1 hectares	O	S	234	234	234	234
Site area more than 15 hectares	O	S	34,934	34,934	34,934	34,934
Each 0.1 hectare in excess of 15 hectares up to a maximum of £65,000	O	S	138	138	138	138
Other operations (not coming within any of the above categories)						
Any site area per 0.1 hectares up to a maximum of £1690	O	S	234	234	234	234
Lawful Development Certificate						
Existing Use or operation	O	S	Same As Full	Same As Full	Same As Full	Same As Full
Existing use or operation - lawful not to comply with any condition or limitation	O	S	234	234	234	234
Proposed use or operation	O	S	Half normal planning fee	Half normal planning fee	Half normal planning fee	Half normal planning fee

For further clarification on the planning fees please refer to the The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 and (Amendment) Regulations 2017

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2017-March 2018		CHARGES April 2018-March 2019	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Planning Application Fees

Revised charges from 5th Feb 2018

Prior Approval

Agricultural and Forestry buildings & operations or demolition of buildings	O	S	96	96	96	96
Telecommunications Code Systems Operators	O	S	462	462	462	462
Proposed Change of Use to State Funded School or Registered Nursery	O	S	96	96	96	96
Proposed Change of Use of Agricultural Building to a State-Funded School or Registered Nursery	O	S	96	96	96	96
Proposed Change of Use of Agricultural Building to a flexible use within Shops, Financial and Professional services, Restaurants and Cafes, Business, Storage or Distribution, Hotels, or Assembly or Leisure	O	S	96	96	96	96
Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwellinghouse)	O	S	96	96	96	96
Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), where there are no Associated Building Operations	O	S	96	96	96	96
Proposed Change of Use of Agricultural Building to a Dwellinghouse (Use Class C3), and Associated Building Operations	O	S	206	206	206	206
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), where there are no Associated Building Operations	O	S	96	96	96	96
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a Mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), and Associated Building Operations	O	S	206	206	206	206
Notification for a Prior Approval for a Change of Use from Storage or Distribution Buildings (Class B8) and any land within its curtilage to dwellinghouses (Class C3)	O	S	96	96	96	96
Notification for prior Approval for Change of Use from Amusements Arcades/Centres and Casinos (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3)	O	S	96	96	96	96
Notification for prior Approval for Change of Use from Amusements Arcades/Centres and Casinos (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3) and Associated Building Operations	O	S	206	206	206	206
Notification for Prior Approval for a Change of Use from Shops (Class A1) Financial and Professional Services (Class A2) Betting Offices and Payday Loan Shops and Casinos (Sui Generis Uses) to restaurants and cafes (Class A3)	O	S	96	96	96	96
Notification for Prior Approval for a Change of Use from Shops (Class A1) Financial and Professional Services (Class A2) Betting Offices and Payday Loan Shops and Casinos (Sui Generis Uses) to restaurants and cafes (Class A3) and Associated Building Operations	O	S	206	206	206	206
Notification for Prior Approval for a Change of Use from Shops (Class A1) Financial and Professional Services (Class A2) Betting Offices and Payday Loan Shops and Casinos (Sui Generis Uses) to restaurants and cafes (Class A3) to Assembly and Leisure Use (Class D2)	O	S	96	96	96	96

Reserved Matters

Application for approval of reserved matters following outline approval	O	S	Full Fee due or if paid £462	Full Fee due or if paid £462	Full Fee due or if paid £462	Full Fee due or if paid £462
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Approval/Variation/Discharge of condition

Application for removal or variation of a condition following grant of planning permission	O	S	234	234	234	234
Request for confirmation that one or more planning conditions have been complied with - Householder	O	S	34	34	34	34
Request for confirmation that one or more planning conditions have been complied with - Other	O	S	116	116	116	116

Change of Use of a building to use as one or more separate dwellings houses or other cases

Not more than 50 dwellings - each dwelling	O	S	462	462	462	462
More than 50 dwellings	O	S	22,859	22,859	22,859	22,859
Each dwelling in excess of 50 up to a maximum of £250,000	O	S	138	138	138	138
Other Changes of use of a building or land	O	S	462	462	462	462

Advertising

Relating to the business on the premises	O	S	132	132	132	132
Advance signs which are not situated on or visible from the site, directing the public to a	O	S	132	132	132	132
Other advertisements	O	S	462	462	462	462

Application for a New Planning Permission to replace an Extant Planning Permission

Applications in respect of major developments	O	S	690	690	690	690
Applications in respect of householder developments	O	S	68	68	68	68
Applications in respect of other developments	O	S	234	234	234	234

Application for a Non-material Amendment following a grant of Planning Permission

Applications in respect of householder development	O	S	34	34	34	34
Applications in respect of other developments	O	S	234	234	234	234

Application for Permission in Principle

For each 0.1 hectare of the site area	O	S	402	402	402	402
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For further clarification on the planning fees please refer to the The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 and (Amendment) Regulations 2017

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2017-March 2018		CHARGES April 2018-March 2019	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PLANNING DEVELOPMENT MANAGEMENT

CHARGING AREA: Pre-Application Advice

Pre-Application Advice

Householder - written response only	S	D	66.66	80.00	66.66	80.00
Band A - Brentwood businesses, non residents of Brentwood - written response only	S	D	83.33	100.00	83.33	100.00
Band B - Development of 10 dwellings or fewer or non-residential development of less than 1000 sq m	S	D	416.66	500.00	416.66	500.00
Band C - Developments in excess of ten dwellings or 1000 sq m of non-residential development	S	D	1,250.00	1,500.00	1,250.00	1,500.00
Band D - Larger or more complex than Band B or C	S	D		negotiable		negotiable

**PLANNING AND LICENSING
FEES & CHARGES SCHEDULE FROM 1 APRIL 2018**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2017-March 2018		CHARGES April 2018-March 2019	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

SERVICE AREA: PLANNING POLICY

CHARGING AREA: Design Panel Review

Design Panel Review

Panel review session, tailored to reflect the proposal	S	D	negotiable	negotiable
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