

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

Committee: Policy Resources & Economic Development
Service Area: Facilities Management

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

Fees to be charged at the town hall at full cost recovery. This is for room hire and weddings.

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

The increase proposed is 1.9% in line with the council's corporate increase regarding fees & charges. This is based on the average CPI inflation increase

Justification for revised charge (compared to previous year)

In line with the budgeted inflation of CPI at 1.9%

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

Previous years it was benchmarked against Chelmsford. However, now we are just keeping it in line with corporate guidance.

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

N/A

Expected budgeted income

£15,700

**Policy, Resources & Economic Development
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: OFFICE ACCOMMODATION

CHARGING AREA: WEDDINGS & ROOM HIRE

Committee Room Hire (Town Hall)

Council Chamber Half Day*	S	D	358.33	430.00	370.00	444.00
Council Chamber Full Day*	S	D	612.50	735.00	625.00	750.00
Committee Rooms 1 Half Day*	S	D	154.17	185.00	158.33	190.00
Committee Rooms 1 Full Day*	S	D	255.00	306.00	258.33	310.00
Committee Rooms 2 Half Day*	S	D	62.50	75.00	63.33	76.00
Committee Rooms 2 Full Day*	S	D	102.50	123.00	104.17	125.00
Civic Foyer Half Day	S	D	102.50	123.00	104.17	125.00
Civic Foyer Full Day	S	D	179.17	215.00	183.33	220.00
Leader's room Half Day	S	D	76.67	92.00	78.33	94.00
Leader's room Full Day	S	D	143.33	172.00	145.83	175.00

* 50% Discount applicable for booking made by Charities and Community Groups

Weddings (Town Hall - From August 2019)

Council Chamber Monday - Thursday	S	D	358.33	430.00	358.33	430.00
Council Chamber Friday	S	D	358.33	430.00	358.33	430.00
Council Chamber Saturday	S	D	358.33	430.00	358.33	430.00

* Please note fees for wedding ceremonies in the Council Chamber are administered by BBC and does not include registrar fee

Committee Rooms Monday - Thursday	E/S	D	190.00	209.00	191.00	210.00
Committee Rooms Friday	E/S	D	255.00	282.00	250.00	300.00
Committee Rooms Saturday	E/S	D	310.00	349.00	308.33	370.00

Please note the above charges do not include the fee for the certificate. £11 will need to be paid in addition to the charges above.