

## FEES & CHARGES SCHEDULE AND CHARGING DIRECTORIES FROM 2023/24 ONWARDS

**Committee: Community and Health**  
**Service Area: Community Initiatives and Partnerships**

### 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 (%)

The only change in the fees and charges is the increase of the wristbands for Family Fun Days from £4 to £5 each. The Council works closely with Essex County Council and Active Essex which supports the Holiday and Food Programmes to support those children that are receipt of Free School meals which are offered at 50% reduction £2.50 and together with the Ukrainian refugee children

### Justification for revised charge (compared to previous year)

The only increase is for the Family Fun Day wristbands as set out above from £4 to £5 which equates to a 25% increase but the price for wristbands has remained the same since 2019.

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

Fees have been benchmarked against similar one day events in the local area and the proposed fees and charges are deemed average within the benchmarking exercise and still provide Value for Money. The Summer and Christmas events are one day events so the Council need to be mindful of the income that a stallholder is likely to generate within the event to make it viable for them to attend.

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

### Expected budgeted income

Based on figures from 2019 events the expected income will generate an extra 3k

**COMMUNITY AND HEALTH  
FEES & CHARGES SCHEDULE FROM 1 APRIL 2022**

DESCRIPTION OF CHARGE	VAT	FEE	CHARGES April 2022-March 2023		CHARGES April 2023-March 2024	
			Excl VAT	Inc VAT	Excl VAT	Inc VAT

**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	200.00	200.00	200.00	200.00
Catering Unit - serving alcohol	E	D	200.00	200.00	200.00	200.00
Large Business - more than 10 employees	E	D	137.00	137.00	137.00	137.00
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	100.00	100.00	100.00	100.00
Small business - less than 10 employees	E	D	88.00	88.00	88.00	88.00
Crafters and Artists - all hand made by the seller	E	D	57.00	57.00	57.00	57.00
Registered charity	E	D	45.00	45.00	45.00	45.00

**Strawberry Fair and other Community Events**

Catering Unit - serving food e.g. Burgers, hot dogs etc.	E	D	175.00	175.00	175.00	175.00
Catering Unit - serving alcohol	E	D	137.00	137.00	137.00	137.00
Large business - more than 10 employees	E	D	110.00	110.00	110.00	110.00
Catering unit - buying food e.g. Bread, cakes, doughnuts, sweets, fruit and vegetables	E	D	80.00	80.00	80.00	80.00
Small business - less than 10 employees	E	D	63.00	63.00	63.00	63.00
Crafters and Artists - all handmade by the seller	E	D	37.00	37.00	37.00	37.00
Registered charity	E	D	37.00	37.00	37.00	37.00
Ice Cream Van (Exclusive) - Strawberry Fair	E	D	450.00	450.00	450.00	450.00
Ice Cream Van (Exclusive) - Family Fun Days	E	D	180.00	180.00	180.00	180.00
Face Painters (large community events)	E	D	73.00	73.00	73.00	73.00

**Family Fun Days**

Wristbands - Rides and Bouncy castles		Per Child	E	D	4.00	4.00	5.00	5.00
Stalls - selling children's pocket money gifts and toys (new category)			E	D	21.00	21.00	21.00	21.00
Sole Catering unit by tender								
Face painters (per face painter)			E	D	25	25.00	25.00	25.00

**Sponsorship packages - any bespoke packages can be discussed with the Community Services team**