

Appendix A

Fees and charges

Corporate and Business Services

	Charge Status	From April 2021 £	From April 2022 £	From April 2023 £	% Increase	Yield £	VAT treatment
Register of Electors							
Sale of Register of Electors - published full registers - charges set by legislation							
Data format	Statutory	20.00	20.00	20.00	0.00%	1,500	Outside Scope
plus for every 1,000 entries or part thereof	Statutory	1.50	1.50	1.50	0.00%		Outside Scope
Printed paper format	Statutory	10.00	10.00	10.00	0.00%		Outside Scope
plus for every 1,000 entries or part thereof	Statutory	5.00	5.00	5.00	0.00%		Outside Scope
Sale of Overseas register of Electors - published full registers - charges set by legislation							
Data format	Statutory	20.00	20.00	20.00	0.00%	1,500	Outside Scope
plus for every 100 entries or part thereof	Statutory	1.50	1.50	1.50	0.00%		Outside Scope
Printed paper format	Statutory	10.00	10.00	10.00	0.00%		Outside Scope
plus for every 100 entries or part thereof	Statutory	5.00	5.00	5.00	0.00%		Outside Scope
Sale of Register of Electors - marked registers - charges set by legislation							
Data format	Statutory	20.00	20.00	20.00	0.00%	1,500	Outside Scope
plus for every 1,000 entries or part thereof	Statutory	1.00	1.00	1.00	0.00%		Outside Scope
Printed paper format	Statutory	10.00	10.00	10.00	0.00%		Outside Scope
plus for every 1,000 entries or part thereof	Statutory	2.00	2.00	2.00	0.00%		Outside Scope
Sale of Register of Electors - published edited registers - charges set by legislation							
Data format	Statutory	20.00	20.00	20.00	0.00%	1,500	Outside Scope
plus for every 1,000 entries or part thereof	Statutory	1.50	1.50	1.50	0.00%		Outside Scope
Printed paper format	Statutory	10.00	10.00	10.00	0.00%		Outside Scope
plus for every 1,000 entries or part thereof	Statutory	5.00	5.00	5.00	0.00%		Outside Scope

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Corporate and Business Services

	Charge Status	From April 2021 £	From April 2022 £	From April 2023 £	% Increase	Yield £	VAT treatment
<u>Local land charges search fees</u>							
Personal search - charge set by the Lord Chancellor	Statutory	Nil	Nil	Nil	-] nil	Outside Scope
Each extra taxable assessment - charge set by the Lord Chancellor	Statutory	Nil	Nil	Nil	-		Outside Scope
LLC 1 Search form:-							
Commercial	Discretionary	45.00	45.00	50.00	11.11%] 255,000	Outside Scope
Residential	Discretionary	45.00	45.00	50.00	11.11%		Outside Scope
Each extra taxable assessment	Discretionary	10.00	10.00	10.00	0.00%		Outside Scope
Search any one part of the register	Discretionary	11.00	11.00	12.00	9.09%		Outside Scope
CON 29 enquiry form:-							
Commercial	Discretionary	240.00	240.00	260.00	8.33%] 255,000	Standard
Residential	Discretionary	190.00	190.00	205.00	7.89%		Standard
Each extra taxable assessment	Discretionary	30.00	30.00	30.00	0.00%		Standard
Optional part II enquiry	Discretionary	21.00	21.00	21.00	0.00%		Standard
Additional enquiry	Discretionary	42.00	42.00	42.00	0.00%		Standard
General:-							
Copy Search	Discretionary	11.00	11.00	12.00	9.09%] 300	Standard
Copy of legal agreement (including plans)	Discretionary	35.00	36.00	39.00	8.33%		Standard
<u>Council Tax</u>							
Court costs	Statutory	94.50	94.50	94.50	0.00%	165,000	Exempt
<u>Business Rates</u>							
Court costs	Statutory	135.50	135.50	135.50	0.00%	8,000	Outside Scope
<u>Other charges (VAT charged where applicable)</u>							
Freedom of information/Environmental Information regulations - staff time per hour	Discretionary	25.00	25.00	25.00	0.00%] 0	Standard
Data Protection Subject Access Request - per request - charges set by legislation	Statutory		no charge from May 2018				Outside Scope
Provision of photocopies of documents under the Local Government (Access to Information Act 1986) (per page)	Discretionary	0.30	0.30	0.30	0.00%] 0	Standard
Provision of photocopies generally							
- Printing/copying A4 documents (per page)	Discretionary	0.30	0.30	0.30	0.00%		Standard
- Printing/copying A3 documents (per page)	Discretionary	0.40	0.40	0.40	0.00%	Standard	

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	Charge Status	From April 2021 £	From April 2022 £	From April 2023 £	% Increase	Yield £	VAT treatment	
<u>Corporate Properties</u>								
Garage rentals (per week)								
If included with house	Discretionary	13.50	13.75	14.00	1.82%	} 702,000	Outside Scope	
Private rental	Discretionary	16.20	16.50	16.80	1.82%		Standard	
Sale of property enquiries - refundable if sale proceeds	Discretionary	1,000.00	1,000.00	1,080.00	8.00%	nil	Standard	
Completion of Leasehold Property Enquiries	Discretionary			500.00	n/a *		Standard	
Disposal of Council Land (at 3rd party's request) (whether sale completes or not)	Discretionary			1,000.00	n/a *		Standard	
Grant of Consent to Alter/Sub let or other consent under a lease	Discretionary			750.00	n/a *		Standard	
Grant of Licence (<3 months/low risk/not for sales activity)	Discretionary			150.00	n/a *		Standard	
Grant of Licence (3-12 months/low risk/not for sales activity)	Discretionary			300.00	n/a *		Standard	
Grant of Licence (Any duration/high risk/sales)	Discretionary			750.00	n/a *		Standard	
Grant of Easement or Wayleave to statutory undertaker	Discretionary			300.00	n/a		Standard	
Grant of Easement other than to statutory undertaker (whether completes or not)	Discretionary			500.00	n/a *		Standard	
Preparation of Schedule of Dilapidations	Discretionary			1,000.00	n/a *		Standard	
Grant of Deed of Surrender (not including surrender premium)	Discretionary			1,000.00	n/a *		Standard	
Grant of Alteration/Release from Covenant (whether granted or not)	Discretionary			1,000.00	n/a *		Standard	
* Concessionary rate applies to registered charities and community groups in the local community (25% discount).								
<u>Civic Centre accommodation charges</u>								
Council Chamber	Community use per hour	Discretionary	40.00	40.00	43.20	8.00%	} nil	Standard
	Semi commercial use per hour	Discretionary	80.00	80.00	86.40	8.00%		Standard
	Commercial use per hour	Discretionary	120.00	120.00	129.60	8.00%		Standard
Committee Room	Community use per hour	Discretionary	20.00	20.00	21.60	8.00%		Standard
	Semi commercial use per hour	Discretionary	40.00	40.00	43.20	8.00%		Standard
	Commercial use per hour	Discretionary	60.00	60.00	64.80	8.00%		Standard
Foyer/Meeting Rooms/Members Room	Community use per hour	Discretionary	10.00	10.00	10.80	8.00%		Standard
	Semi commercial use per hour	Discretionary	20.00	20.00	21.60	8.00%		Standard
	Commercial use per hour	Discretionary	30.00	30.00	32.40	8.00%		Standard
Out of hours reception cover	per hour	Discretionary	35.00	40.00	43.20	8.00%	Standard	
<u>Sale of agendas and civic publications</u>								
Sale of copy agendas per annum								
Residents groups etc. - All Committees	Discretionary	126.00	126.00	136.00	7.94%	} 300	Outside Scope	
Residents groups etc. - individual main Committee only (except Planning)	Discretionary	35.00	35.00	38.00	8.57%		Outside Scope	
Residents groups etc. - Planning Committee only	Discretionary	105.00	105.00	113.00	7.62%		Outside Scope	
Commercial organisations - All Committees	Discretionary	499.00	499.00	539.00	8.02%		Outside Scope	
Commercial organisations - Individual Main Committee only (except Planning)	Discretionary	110.00	110.00	119.00	8.18%		Outside Scope	
Commercial organisations - Planning Committee only	Discretionary	324.00	324.00	350.00	8.02%		Outside Scope	
Sale of copy agendas - Individual copies	Discretionary	3.50	3.50	3.80	8.73%		Outside Scope	
Sale of copy minute book								
Residents groups etc. - per annum	Discretionary	52.50	52.50	56.70	8.00%	Outside Scope		
Residents groups etc. - per individual copy	Discretionary	9.45	9.45	10.20	7.94%	Outside Scope		
Commercial organisations - per annum	Discretionary	180.00	180.00	194.40	8.00%	Outside Scope		
Commercial organisations - per individual copy	Discretionary	46.00	46.00	49.70	8.04%	Outside Scope		