

Fees and Charges 2023/24

APPENDIX 2.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT (where applicable)
1	General	Building Regulations general enquires	N	£90.00
2	General	Solicitors enquiries & other specialist advice	N	£45.00
3	General	Fees for Building Regulations Fee Earning Work as defined by Building (Local Authority Charges) Regulations 2010. Copy of charges scheme available in Building Control - fees sheets available on internet	N	https://www.dover.gov.uk/Planning/Building-Control/Apply/Fees-Charges.aspx
4	General	Administration/professional charges for dealing with dangerous structures	N	£90.00
5	Garages	Standard garages to Council tenants per week where the garage location is very closely connected to the house location.	N	£17.00
6	Garages	Standard garages to Non-Council tenants per week	N	£17.00

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT (where applicable)
7	Garages	Garage Plots (per annum)	N	£183.00
8	Garages let at full market rent	The Gateway, Dover (per week)	N	£25.00
9	Garages let at full market rent	Dover Town Area (Harold St, Godwyne Close, Pencester) (per week)	N	£22.00

Fees and Charges 2023/24

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT (where applicable)	Units / comments
10	Deal Pier Fishing	Day Ticket (Summer) 08:00 to 21:00 hrs April-November, adult	N	£7.30	
11	Deal Pier Fishing	Day Ticket (Summer) 08:00 to 21:00 hrs April-November, concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£3.40	
12	Deal Pier Fishing	Day ticket (Winter) 08:00 to 16:00 hrs December to March adult	N	£5.70	
13	Deal Pier Fishing	Day Ticket (Winter) 08:00 to 16:00 hrs December-March concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£2.70	
14	Deal Pier Fishing	Night Time (summer designated evenings) (21:00 to 08:00 hrs) - adult	N	£11.70	

Fees and Charges 2023/24

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT (where applicable)	Units / comments
15	Deal Pier Fishing	Night Time(summer designated evenings) (21:00 to 08:00 hrs) - concessions (unemployed, senior citizens, disabled and students (including under 16's))	N	£5.80	
16	Beach Plot Charges	Walmer Beach Plot	N	£450	23
17	Beach Plot Charges	Deal/Walmer commercial plot	N	£183	7
18	Beach Huts	St Margaret's Bay Beach Hut - Annual	N		fixed rent for 5 years (less administration). Fee future proofs against inflation at 3% includes parking permit but not NNDR same as walmer
19	Beach Huts	The Endeavour Centre - Daily	N	£48	

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				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT (where applicable)	Units / comments
20	Sandwich Quay	Short Stay Moorings per day (maximum 28 days)	N	£12.50	
21	Beach Plot Charges	Kingsdown Beach Plot	N	£458.00	
22	Statutory Street Naming and Numbering	Registering a New Property Address	N	£190.00	
23	Statutory Street Naming and Numbering	New Street or Building Comprising 2-10 units	N	£390.00	
24	Statutory Street Naming and Numbering	New Street or Building Comprising 11-20 units	N	£615.00	
25	Statutory Street Naming and Numbering	New Street or Building Comprising 21 + units	N	£620	For developments in excess of 20 units fee will be £620 plus £13.70 fee for each unit in excess of 20 units . No maximum fee

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	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT (where applicable)	Units / comments
26	Statutory Street Naming and Numbering	Changing Street Name	N	£820	
27	Non Statutory Street Naming and Numbering	Administration Fee for undertaking Non Statutory Function Street Naming and Numbering per hour	N	£92.00	

Fees and Charges 2023/24

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
28	Port Health/Food safety	Unsound Food Examination: Not exceeding 1 metric tonne	N	£140.00	Plus disposal charge
29	Port Health/Food safety	Unsound Food Examination: Exceeding 1 metric tonne	N	£263.00	Plus disposal charge
30	Port Health	Ship Sanitation Certificate	Y	See Note	Fees allocated by APHA and these are not issued until after budget setting. It is estimated these fees will range between approx £115 and £760 depending on tonnage and passenger capacity and approximately £84 for an extension to a ship sanitation certificate.

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
31	Port Health	Ship Sanitation: Referral Inspection	106	£117.00	Referral Inspection
32	Port Health	Plastic Documentary Check (PDD)	N	£49.00	Documentary Check (PDD) 1-5 certificates
33	Port Health	Plastic Documentary Check (PDD)	N	£70.00	Documentary Check (PDD) 6-10 certificates
34	Port Health	Plastic Documentary Check (PDD)	N	£97.00	Documentary Check (PDD) 11-20 certificates
35	Port Health	Plastic Documentary Check (PDD)	N	£124.00	Documentary Check (PDD) 21+ certificates
36	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011: Identity & Physical Checks & Sampling	N	£140.00	Identity, Physical Check and Sampling
37	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011 - Laboratory Analysis	N	Assigned by lab	Laboratory Analysis of Sample

Fees and Charges 2023/24

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
38	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011 - Courier Fee	N	Assigned by courier	Courier Cost for Transporting Sample to Laboratory
39	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011 - Non Compliance Fee	N	£141.00	Non-Compliance Fee
40	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011: Destruction/Re-Export Fee	N	£123.00	Supervising Destruction/Re-export Fee (cost of destruction is an additional charge)
41	Port Health	The Plastic Kitchenware (Conditions on Imports from China) (England) Regulations 2011: Late Notification Fee	N	£95.00	Late notification Fee

Fees and Charges 2023/24

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
42	Port Health	Official Feed and Food Controls (England) Regulations 2009 - Regulation (EU) 2017/625 FNAO: Documentary Check	N	£62.00	Documentary Check
43	Port Health	Official Feed and Food Controls (England) Regulations 2009 - Regulation (EU) 2017/625 FNAO: Identity, Physical Check & Sampling	N	£140.00	Identity, Physical Check and Sampling (N.B. Additional lab analysis and courier costs apply)
44	Port Health	Official Feed and Food Controls (England) Regulations 2009 - Regulation (EU) 2017/625 FNAO - Laboratory analysis of samples	N	Assigned by lab	Laboratory Analysis
45	Port Health	Official Feed and Food Controls (England) Regulations 2009 - Regulation (EU) 2017/625 FNAO - Courier Cost	N	Assigned by courier	Courier Cost

Fees and Charges 2023/24

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
46	Port Health	Official Feed and Food Controls (England) Regulations 2009 - Regulation 2017/625 FNAO - Non-compliance Fee	N	£141.00	Non Compliance Fee
47	Port Health	Official Feed and Food Controls (England) Regulations 2009 - Regulation (EU) 2017/625 FNAO - Late notification fee	N	£95.00	Late notification Fee
48	Port Health	Official Feed and Food Controls (England) Regulations 2009 - Regulation (EU) 2017/625 FNAO - Supervising Destruction/Re-export Fee	N	£123.00	Supervising Destruction/Re-export Fee (cost of destruction is an additional charge)
49	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£52.00	Endorsement of Cert up to 5 certs (High Risk Countries)

Fees and Charges 2023/24

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
50	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£70.00	6-10 certs (High Risk Countries)
51	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£88.00	11-20 certs (High Risk Countries)
52	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£96.00	21+certs (High Risk Countries)
53	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£23.00	Bilateral Agreements Cert for up to 5 certs (Low Risk Countries)

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
54	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£41.00	6-10 certs (Low Risk Countries)
55	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£52.00	11-20 certs (Low Risk Countries)
56	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008	N	£64.00	21+ certs (Low Risk Countries)
57	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008 - Formal Verification/Movement Control Notice	N	£71.00	Formal Verification/Movement Control Notice
58	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008 - Supervising Destruction/Re-Export Fee	N	£123.00	Supervising Destruction/Re-export Fee (cost of destruction is an additional charge)

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
59	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008 - Late Notification Fee	N	£95.00	Late Notification Fee
60	Port Health	Catch Certificates IUU Regs - Council Regulation (EC) No. 1005/2008 - Non-Compliance Fee	N	£141.00	Non Compliance Fee
61	Port Health	Organic Products Regulations 2009: Documentary Check	Y	£45	Documentary Check Per Certificate of Inspection
62	Port Health	Organic Products Regulations 2009: Supervising Destruction/Re-export Fee	N	£123.00	Supervising Destruction/Re-export Fee (cost of destruction is an additional charge)
63	Port Health	Organic Products Regulations 2009 - Late Notification Fee	N	£95.00	Late Notification Fee
64	Port Health	Organic Products Regulations 2009 - Non Compliance Fee	N	£141.00	Non Compliance Fee

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
65	Port Health	Admin Fee: Inputting Organic Import onto PHILIS DES	N	£16.00	Admin Fee if Organic Import not declared via PHILIS DES
66	Port Health	Water Samples on board Vessels	N	£140 first sample. Each further sample charged in accordance with lab fees	A set fee will be charged for first sample and all additional samples taken will be charged as outlined.
67	Food Safety	NFHRS Re-visit	N	£187.00	Set Fee for requested NFHRS re-visit
68	Port Health	Export Certificates	N	£75 minimum for first 2 hours and then additional £35 per hour or part thereof.	Set fee per Export Certificate issued.
69	Food Safety	Export Certificates	N	£72 minimum for first 2 hours and then additional £34 per hour or part thereof.	Set fee per Export Certificate issued.

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
70	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Official Controls on POAO (excl. NZ)	N	£60.00	Up to 6 tonnes (includes documentary, identity and physical check and sampling)
71	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Official Controls on POAO (excl. NZ)	N	£9.50 per tonne	7 - 46 tonnes (includes documentary, identity and physical check and sampling)
72	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Official Controls on POAO (excl. NZ)	N	£448.00	46 tonnes and over (includes documentary, identity and physical check and sampling)
73	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Official Controls on POAO from NZ	N	£46.00	Up to 6 tonnes (includes documentary, identity and physical check and sampling)

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
74	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Official Controls on POAO from NZ	N	£7.50 per tonne	7 - 46 tonnes (includes documentary, identity and physical check and sampling)
75	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Official Controls on POAO from NZ	N	£348.00	46 tonnes and over (includes documentary, identity and physical check and sampling)
76	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 POAO subject to enhanced checks	N	£70.00	Per CHED-P for Risk category II products (30%)
77	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 POAO subject to enhanced checks	N	£85.00	Per CHED-P per Risk category III products (15%)
78	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 POAO subject to enhanced checks	N	£94.00	Per CHED-P per Risk category IV products (5%)

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
79	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 POAO subject to enhanced checks	N	£97.00	Per CHED-P per Risk category V products (1%)
80	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Late notification fee (POAO)	N	£95.00	Late notification Fee
81	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Admin fee for sampling POAO subject to Enhanced Checks	N	£98.00	Per sample
82	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Laboratory analysis of POAO subject to enhanced checks	N	Assigned by the lab	Per sample

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	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
83	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 - Regulation (EU) 2017/625 Courier fee (POAO)	N	Assigned by the courier	Per sample
84	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Non-Compliance Fee (POAO)	N	£141.00	Non-compliance Fee
85	Port Health	The Trade in Animals and Related Products Regulations 2011 - Regulation (EU) 2017/625 Supervising Destruction/Re-export (POAO)	N	£123.00	Supervising Destruction/Re-export Fee (cost of destruction is additional charge)
86	Port Health	Admin fee for CHEDs not presented on IPAFFS	N	£16.00	Admin fee for CHEDs not presented on IPAFFS
87	Port Health	Staff Hourly Rate	N	£98.00	Hourly rate
88	Port Health	Postage of Documents	N	£5.35	Admin fee for CHEDs not presented on IPAFFS

Fees and Charges 2023/24

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Maximum Charges inc VAT (where applicable)	units / comments
89	Port Health	Per Document Photocopied	N	£1.10	Admin fee for CHEDs not presented on IPAFFS

				2023/24	2023/24	2023/24	2023/24
	Detail	Narrative	Vatable Y/N?	Amount of penalty if paid within 10 days	Full amount of penalty - 14 days	Units / comments	Maximum penalty on conviction
90	S48 Anti-Social Behaviour, Crime & Policing Act 2014	Failure to comply with a Community Protection Notice	N	No early payment discount	£100		£2,500
91	S33 Environmental Protection Act 1990	Fixed penalty notice for fly-tipping	N	No early payment discount	£400		Unlimited fine & or 5 years imprisonment
92	S34 Environmental Protection Act 90	Failure to produce waste documents	N	No early payment discount	£300		Unlimited fine on indictment / £5000 on summary
93	S5 Control of Pollution (amendment) Act 1989	Failure to produce authority to transport waste	N	No early payment discount	£300		£5,000
94	s47 Environmental Protection Act '90	Failure to comply with a waste receptacles notice (commercial)	N	No early payment discount	£100		£1,000
95	s46 Environmental Protection Act 1990	Failure to comply with a waste receptacles notice (domestic)	N	No early payment discount	N/A	£60 Payable within 28 days	Recoverable as a civil debt
96	S.88(1) Environmental Protection Act 1990	Litter	N	£75.00	£100		£2,500

				2023/24	2023/24	2023/24	2023/24
	Detail	Narrative	Vatable Y/N?	Amount of penalty if paid within 10 days	Full amount of penalty - 14 days	Units / comments	Maximum penalty on conviction
97	The Littering from vehicles outside London (keepers: civil penalties) Regs 2018. S 87 & 88 EPA '90	Littering from a vehicle	N	N/A	N/A	Penalty amount set at £75 and doubles to £150 after 28 day payment period expire recoverable as a civil debt	FPN amount doubles to £150 after 28 day payment period & becomes recoverable as a civil debt with any additional recovery fees.
98	S34 Environmental Protection Act 90	Failure to Fulfil Household's Duty of Care	N	No early payment discount	£200		Unlimited on indictment, £5000 on summary
99	S.3 Dogs (Fouling of Land) Act 1996	Failure to remove dog faeces forthwith	N	Legislation still in force but fouling now dealt with under Public Spaces Protection Orders. May be reintroduced if PSPOs rescinded or not renewed.	N/A		N/A

				2023/24	2023/24	2023/24	2023/24
	Detail	Narrative	Vatable Y/N?	Amount of penalty if paid within 10 days	Full amount of penalty - 14 days	Units / comments	Maximum penalty on conviction
100	The Public Space Protection Order (Dover District Council) 2018	Failure to comply with Public Space Protection Order	N	£75	£100		£1,000

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT (where applicable)
101	General	Adults	N	£0.00
102	General	Children	N	£0.00
103	General	OAP	N	£0.00
104	General	Family Day	N	£0.00
105	General	Family Ticket (2 adults, 2 children)	N	£0.00
106	General	Schools	N	£0.00
107	General	Schools Service 2 hour workshop per class max 30 pupils		£200.00
108	General	Schools Service: 2 hour workshop Per pupil	N	
109	General	Schools Service 1 hour workshop per class max 30 pupils	N	£80.00
110	General	Talks and artefact handling Per pupil	N	
111	General	Festivals per class max 30 pupils	N	£600.00

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	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT (where applicable)
112	General	Roman/Victorian/Tudor Festivals Per pupil	N	
113	General	School Online Package	N	£180.00
114	General	Curator talks (at Dover Museum) per group	N	£80.00
115	General	Curator talks (other venues)	N	£80.00
116	General	Photo repro stills - TV, film Video per image (UK/EC rights)	N	£71.00
117	General	Photo repro stills - TV, film Video per image (Worldwide Rights)	N	£121.00
118	General	Photo repro stills - books/periodicals - commercial per image	N	£50.00

Fees and Charges 2023/24

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	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT (where applicable)
119	General	Photo repro stills - books/periodicals academic and local history per image	N	£20.00
120	General	Film and video broadcast - network continuing use, one country per second	N	£20.00
121	General	Film and video broadcast - network continuing use, EC region per second	N	£69.00
122	General	Film and video broadcast - network continuing use, world per second	N	£31.00
123	General	Film and video broadcast - commercials etc. (world) per second	N	£61.00
124	General	Cost of Preparing and sending images Print per order	N	£14.00
125	General	Cost of Preparing and sending Film and video per order	N	£34.00
126	General	Cost of preparing and sending stills per order	N	£36.00
127	General	Cost of preparing and sending digital images per order	N	£10.00
128	General	Cost of preparing and sending digital images on CD per order	N	£18.00

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	Detail	Narrative	Set by Govt? Y/N	Charges inc VAT (where applicable)
129	General	Film and video non-broadcast Educational continuing use world (Rights)	N	£6.00
130	General	Film and video non-broadcast corporate non theatrical continuing use world (Rights)	N	£11.00
131	General	Digital Commercial High Res email (Rights)	N	£13.00
132	General	Digital Commercial Rescan email (Rights)	N	£17.00
133	General	Digital Commercial Internet single use email (Rights)	N	£162.00
134	General	Digital Commercial Exhibition (Rights)	N	£41.00
135	General	Digital Commercial Publication (Rights)	N	£50.00
136	General	Digital Commercial Newspaper National (Rights)	N	£71.00
137	General	Deposition of archaeological archive - per box	N	£100.00

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	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
138	Sports - Parks and Recreation Grounds	Bowls: Season Ticket - Adult	N	£83.00	
139	Sports - Parks and Recreation Grounds	Bowls: Season Ticket - OAP	N	£83.00	
140	Sports - Parks and Recreation Grounds	Bowls: Season Ticket - Junior	N	£42.00	
141	Sports - Parks and Recreation Grounds	Visitors green fees per game 21 ends (per game per person) per game (per set – 4 woods and 1 Jack)	N	£4.00	
142	Sports - Parks and Recreation Grounds	Football: Pitch Hire - Adult	N	£66.00	
143	Sports - Parks and Recreation Grounds	Football: Pitch Hire - Juniors	N	£28.00	
144	Sports - Parks and Recreation Grounds	Netball	N	£33.00	

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	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
145	Sports - Parks and Recreation Grounds	Tennis - Adult (per court per hour)	N	£6.20	
146	Sports - Parks and Recreation Grounds	Tennis - Junior (per court per hour)	N	£2.30	
147	Sports - Parks and Recreation Grounds	Tennis - OAP (per court per hour)	N	£2.30	
148	Parks	Small Commercial/standard Event - Operating Day	N	£240.00	
149	Parks	Small Commercial Event - Non-Operating Day	N	£60.00	
150	Parks	Small Commercial Event - Deposit	N	£1,300.00	
151	Parks	Large Commercial Event - Operating Day	N	£715.00	

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	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
152	Parks	Large Commercial Event - Non-Operating Day	N	£120.00	
153	Parks	Large Commercial Event - Deposit	N	£1,300.00	
154	Parks	Mobile Exhibition - Per Day	N	£105.00	
155	Parks	Mobile Exhibition - Deposit	N	£260.00	
156	Parks	Community Event or Event run by a registered charity - per day	N	£60.00	
157	Parks	Community Event or Event run by a registered charity - per deposit	N	£260.00	
158	Parks	Use of parks for commercially run fitness and similar activities - fee per session	N	£33.00	

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159	Parks	Commemorative Trees	N	£525.00	
160	Parks	Memorial Benches administration fee	N	£250.00	
161	Parks	Commemorative Plaques	N	£270.00	
162	Kearsney Café	Billiards room, room only booking Daytime, between 8am and 5pm	N	£160.00	fixed rate - all day hire
163	Kearsney Café	Billiards room, room only booking Daytime, half day 8am to 12:30 or 12:30 to 5pm	N	£90.00	fixed rate - part day hire
164	Kearsney Café	Billiards room, room only booking evenings between 6pm and 10pm	N	£90.00	fixed rate - part day hire
165	Kearsney Café	Billiards room, room only booking full day between 8am and 10pm	N	£250.00	fixed rate - full day hire

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	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
166	Kearsney Café	Billiards room, room only between 8am and 10pm hourly rate	N	£30.00	hourly rate (minimum of 3 hours)
167	Kearsney Café	Wedding Ceremony, room only	N	£160.00	fixed rate only
168	Kearsney Café	Wedding ceremony and Reception between 8am and 10pm	N	£250.00	fixed rate only
169	Kearsney Café	Set up day	N	£70.00	fixed rate only
170	Kearsney Café	Clean up morning after event	N	£70.00	fixed rate only
171	General	Purchase of Grave Space - Adult (This fee will be doubled for non residents)	N	£850.00	
172	General	Purchase of Grave Space - Child under 12 years	N	£0.00	

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	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
173	General	Purchase of Cremation Grave/Ashes Plot (This fee will be doubled for non residents)	N	£240.00	
174	General	Use of Chapel	N	£193.00	
175	General	Garden of Remembrance - right to erect a tablet	N	£115.00	
176	General	Interment of Ashes (excluding caskets or urns)	N	£240.00	
177	General	ERB tranfer fee	N	£85.00	
178	General	Admin fee for Burials with Ashes	N	£62.00	
179	General	Search in Burial Register (to be charged when time involved exceeds 1 hr)	N	£71.00	

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
180	General	Right to erect a memorial not exceeding 1.06 metres in height, 0.76 metres in width and 0.45 metres in depth	N	£226.00	
181	General	Vase not exceeding 0.30 metres in height or tablet not exceeding 0.25 metres (including a tablet for a stillborn child) with only the name or initials, date of death and age of person inscribed	N	£102.00	
182	General	Right to place on any flagstone, headstone, kerbstone, border stone, inscribed vase, tablet or monument, each further inscription	N	£90.00	
183	General	Replacement of a headstone with a new headstone	N	£51.00	
184	General	Right to place kerb - depending upon location within cemetery	N	£480.00	
185	General	Interment of cremated remains in any grave	N	£240.00	

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
186	General	Interment of a stillborn child or child under 6 months	N	£71.00	
187	General	Interment of a child exceeding 6 months but under 12 years	N	£305.00	
188	General	Interment of an adult or child exceeding 12 years: single depth - new grave	N	£1,015.00	
189	General	Interment of an adult or child exceeding 12 years: single depth - reopen	N	£800.00	
190	General	Interment of an adult or child exceeding 12 years: double depth - new grave	N	£1,240.00	
191	General	Interment of an adult or child exceeding 12 years: double depth - reopen	N	£1,000.00	
192	General	Interment of an adult or child exceeding 12 years: triple depth	N	£1,470.00	

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
193	General	One Off Contribution For Maintenance For Coffin Burials	N	£276.50	
194	General	One Off Contribution For Maintenance For Cremated Remains	N	£107.00	
<p>The above charges apply where the person to be interred is, or immediately before death was a resident in the Dover District Council area, or in the case of a stillborn child, where the parents (or one of them) are residents of the District.</p>					

Fees and Charges 2023/24

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
195	Domestic Recycling & Refuse Collection	Supply of single purple refuse sack	N	£3.00	-
196	Domestic Recycling & Refuse Collection	Supply of additional roll of purple refuse sacks	N	£35.00	-
197	Domestic Recycling & Refuse Collection	Supply & Delivery of 140 litre bin	N	£46.00	10
198	Domestic Recycling & Refuse Collection	Supply & Delivery of 180 litre bin	N	£58.00	300
199	Domestic Recycling & Refuse Collection	Supply & Delivery of 240 litre bin	N	£58.00	300
200	Domestic Recycling & Refuse Collection	Supply & Delivery of 360 litre bin	N	£92.00	10
201	Domestic Recycling & Refuse Collection	Supply & Delivery of 660 litre bin	N	£304.00	10
202	Domestic Recycling & Refuse Collection	Supply & Delivery of 1100 (plastic) litre bin	N	£341.00	10

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
203	Domestic Recycling & Refuse Collection	Supply & Delivery of (Metal) 1100L bin	N	£550.00	Current market price is £534 + £78 delivery (both inc. VAT)
204	Domestic Recycling & Refuse Collection	Supply & Delivery of 55l Black Box or Blue Box	N	£18.00	750
205	Domestic Recycling & Refuse Collection	Supply & Delivery of 23l Kerbside Caddy for food collections	N	£18.00	250
206	Domestic Recycling & Refuse Collection	Supply & Delivery of 7l Kitchen Caddy for food collections	N	£14.00	250
207	Domestic Recycling & Refuse Collection	Supply & Delivery of Container 'Launch Pack' (2 WB, 2 Food + Box)	N	£116.00	250
208	Domestic Recycling & Refuse Collection	Green Waste Collections; Annual Subscription sack-based service	N	£58.00	9682

Fees and Charges 2023/24

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
209	Domestic Recycling & Refuse Collection	Green Waste Collections; Supply & Delivery of Garden Waste sack, additional and replacement sack	N	£6.00	2000
210	Domestic Refuse	Bulk Domestic Waste Collection (up to 3 items)	N	£52.00	1000
211	Domestic Refuse	Bulk Domestic Waste Collection (per additional item added to existing collection)	N	£7.00	500
212	Domestic Refuse	Bulk Domestic Waste Collection - Admin fee for changes or cancellations	N	£5.00	-
213	Street Cleansing	Supply and install a standard litter bin - 110ltr	N	£350.00	10
214	Street Cleansing	Supply and install a dog bin - 50ltr	N	£360.00	10
215	Street Cleansing	Supply and install a dog bin - 25ltr	N	£175.00	10
216	Street Cleansing	Supply and install a multi-section recycling bin	N	£1,390.00	5
217	Street Cleansing	Annual subscription to empty a litter bin (main high streets excluded)	N	£175.00	10
218	Street Cleansing	Annual subscription to empty a dog bin (main high street excluded)	N	£175.00	10
219	Street Cleansing	Annual subscription to empty a recycling bin (main high street excluded)	N	£175.00	5
220	Street Cleansing	Annual subscription to empty a litter bin - High Street Area	N	£405.00	5

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
221	General	Engrossments (Right to Buy – freehold/Leasehold Transactions)	N	£138	
222	General	All charges for legal professional work being met by third parties (excluding s.106 work)	N	£242	
223	General	Legal professional work in relation to Section 106 Agreements	N	£242	per hour but subject to a minimum charge of £880 for a new agreement and £660 for a variation
224	General	Administration charge for professional work undertake in respect of post-Right-to-Buy matters	N	£138	

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units / comments
225	Access to Information and Data Protection Acts	Inspection of list of background papers	Y	£0.00	Freedom of Information free up to 18 hour limit
226	Access to Information and Data Protection Acts	Inspection of each set of documents	Y	£0.00	Freedom of Information free up to 18 hour limit
227	Access to Information and Data Protection Acts	Inspection of personal data	Y	£0.00	Change in legislation from May 2018 - no longer able to make a charge for this information.
228	Access to Information and Data Protection Acts	Environmental Information Request	Y	£32.00	No change as under the legislation charges are discouraged and if made should be reasonable and not deter some one from making a request

				2023/24
	Detail	Narrative	Set by Government? Y/N	Proposed Charges inc VAT (where applicable)
229	Representation of the People Acts and the Electoral Administration Act	Purchase of Register of Electors and copies of Election documents	Y	Various

Fees and Charges 2023/24

APPENDIX 2.11

				2023/24 Effective from 01/04/2023
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT (where applicable)
230	General	Requisition for Search (LLC1)	N	£15.00
231	General	Optional Printed Enquiry (in Part 2 of Con 290)	N	£16.80
232	General	Optional Printed Enquiry (in Part 2 of Con 290 - question 22)	N	£26.40
233	General	Any Additional Enquiry submitted	N	N/A
234	General	Search in respect of any extra parcel of land (LLC1)	N	£3.00
235	General	Search in respect of any extra parcel of land (CON29)	N	£15.00
236	General	Existing Conveyancing Form (CON29)	N	£161.70

Fees and Charges 2023/24

				2023/24 Effective from 01/04/2023
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT (where applicable)
237	General	Proposed New Conveyancing Form (CON29)	N	N/A
238	General	CON29 Q1.1(a,b,c,d,e,f,g,h,i)	N	£18.15
239	General	CON29 Q1.1(j,k,l)	N	£13.20
240	General	CON29 Q1.2	N	£11.09
241	General	CON29 Q2.1(a,b,c,d)	N	£0.00
242	General	CON29 Q2.2. 2.3, 2.4, 2.5 (Refer to KCC)	N	£19.40
243	General	CON29 Q3.1	N	£3.96

Fees and Charges 2023/24

				2023/24 Effective from 01/04/2023
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT (where applicable)
244	General	CON29 Q3.2	N	£0.00
245	General	CON29 Q3.3(a,b,c)	N	£3.96
246	General	CON29 Q3.4 (a,b,c,d,e,f)	N	£0.00
247	General	CON29 Q3.5 (a,b)	N	£3.96
248	General	CON29 Q3.6 (a,b,c,d,e,f,g,h,i,j,k,l)	N	£0.00
249	General	CON29 Q3.7	N	£4.36
250	General	CON29 Q3.8	N	£6.34
251	General	CON29 Q3.9 (a,b,c,d,e,f,g,h,i,j,k,l,m,n)	N	£5.54

Fees and Charges 2023/24

APPENDIX 2.11

				2023/24 Effective from 01/04/2023
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT (where applicable)
252	General	CON29 Q3.10 (a,b,c,d,e,f,g,h)	N	£4.29
253	General	CON29 Q3.11(a,b)	N	£5.54
254	General	CON29 Q3.12	N	£3.96
255	General	CON29 Q3.13(a,b,c)	N	£6.34
256	General	CON29 Q3.14	N	£4.75
257	General	CON29 Q3.15 (a,b)	N	£3.96

				2023/24 Effective from 01/04/2023
	Detail	Narrative	Set by Government? Y/N	Charges inc VAT (where applicable)
258	General	Highways dataset includes: 2.1(a,b,c,d) 3.2 3.4 (a,b,c,d,e,f) 3.6 (a,b,c,d,e,f,g,h,i,j,k,l) 3.7 (e) 3.12.	N	£42.90
259	General	CON29 Administration Fee plus Question fees	N	N/A
260	General	Personal Search Land Charges Register	Y	£0.00

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
261	Guest Room Rental	Rental of Guest Room in Sheltered Housing Blocks	N	£21.60 for first night and £15.50 thereafter per night
262	Rent of Common Rooms	Rental of Common Rooms in Sheltered Housing Blocks	N	£12.40
263	Keys	Assa Keys for Communal Buildings	N	£29.00
264	Leaseholders	Solicitors enquiries from potential leaseholders	N	£153.00
265	Notice of Transfer	Change of Leaseholder details	N	£104.00
266	Leaseholders	Extension of Lease - initial work on lease valuation extension and legal costs. Does not include costs of actual lease extension	N	£855
267	Leaseholders	Management Fee	N	£250
268	Retrospective Consent	Retrospective consent from Housing to make alterations at Council Properties	N	£110

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
269	Sheltered Housing Charges	Accommodation based service - sheltered	N	£14.40
270	Sheltered Housing Charges	Alarm Service	N	£0.53
271	Shared Ownership	Administration Fee for Flats	N	£250
272	Shared Ownership	Administration Fee for Houses	N	£150

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
273	Finance	Court Summons for Council Tax and Business Rates	N	£90CT/£78BR
274	Finance	Liability Order for Council Tax and Business Rates	N	£78CT/£50BR
275	General	Registration fee for Self-Build Register	N	£30
276	General	Renewal fee for Self-Build Register	N	£15
277	Homelessness	Intensive Housing Management Charge Interim Accommodation	N	£19.05
278	Homelessness	B & B charges	N	£7.50 per single per week & £15 per couple per week

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units
279	HMO Licensing	Fee for Initial application for HMO licence for up to 8 habitable rooms.	N	£1,110	Fee for up to 8 habitable rooms. £100 reduction for accredited landlords
280	HMO Licensing	Additional fee for initial HMO licence for any additional habitable rooms above 8.	N	£60	Fee for each habitable rooms above 8.
281	HMO Licensing Renewal	Application fee for HMO licence renewal for up to 8 habitable rooms.	N	£850	Fee for up to 8 habitable rooms. £100 reduction for accredited landlords
282	HMO Licensing Renewal	HMO licence renewal fee for any additional habitable rooms above 8.	N	£45	Fee for each habitable rooms above 8.
283	Housing Act Notices	Improvement notice and Prohibition Order	N	£485	Charge for simple notice; Plus legal and specialist report costs.
284	Housing Act Notices	Improvement notice and Prohibition Order	N	£625	Charge for standard notice; Plus legal and specialist report costs.

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units
285	Housing Act Notices	Improvement and Prohibition notice	N	£760	Charge for complex notice; Plus legal and specialist report costs.
286	Housing Act Notices	Suspended Improvement notice and Prohibition Order	N	£760	Same charge for Improvement notices above. Charge can be cancelled at PSHM discretion. £50 for annual review
287	Housing Act Notices	Emergency Remedial Action	N	£785	For each notice. Plus legal and specialist report costs.
288	Housing Act Notices	Demolition Order	N	£785	For each notice. Plus legal and specialist report costs.
289	Mobile Homes Act 2013 licence	Initial Licence fee	N	£60	For each pitch
290	Mobile Homes Act 2013 licence	Annual licence fee	N	£10	For each pitch
291	Mobile Homes Act 2013 licence	Transfer of licence	N	£345	For each licence
292	Mobile Homes Act 2013 licence	Expansion fee	N	£235	For each expansion plus £10 for each additional unit

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units
293	Mobile Homes Act 2013 licence	Fee for depositing rules	N	£35	Fee for depositing rules
294	Mobile Homes Act 2013 licence	Charge for notices	N	£310	For each notice. Plus legal and specialist report costs.
295	The Smoke and Carbon Monoxide Alarm (England) Regulations 2015	Penalty notice for each breach of requirement of letting agent or managing agent to belong to a redress scheme	Max yes	£1,500	£1500 for first offence; £3000 for second offence; £5000 for third and subsequent offence
296	Immigration inspection	Requests to inspect properties and provide report of suitability of property for immigration	N	£160	For one property inspection
297	HMO pre application inspection	By request inspection of potential HMO before application	N	£160	For one property inspection visit and short report
298	HMO pre application consultation	By request phone or video consultation concerning potential HMO before application	N	£85	Per hour or part there of
299	Financial Penalties under the Housing Act 2004	Penalty is calculated from methodology contained in PSH enforcement Policy. Max penalty £30,000	Max yes		
300	Financial Penalties under the (Redress Schemes for Lettings Agency Work and Property Management Work)	Penalty charge of £5,000 for not belonging to Redress Scheme	Max yes		

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)	Units
301	Penalty Charge (The Smoke and Carbon Monoxide Alarm (England) Regulations 2015)	Financial penalty of up to £5,000 for not installing and maintaining smoke detectors.	Max yes	£5,000	
302	Penalty Charge (Energy Efficiency (Private Rented Property) (England and Wales) Regulations 2015)	Financial penalty of up to £5,000 for letting a property with an EPC below E	Max yes	£5,000	

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt ? Y/N	Proposed Charges inc VAT (where applicable)
1	Personal Licences	Grant or Renewal	Y	£37
2	Personal Licences	Change of Name or Address	Y	£10.50
3	Personal Licences	Theft, Loss etc.	Y	£10.50
4	Premises & Club Licences	Theft, Loss etc.	Y	£10.50
5	Premises & Club Licences	Change of Name or Address	Y	£10.50
6	Premises & Club Licences	Change of Club Rules	Y	£10.50
7	Premises & Club Licences	Vary DPS	Y	£23
8	Premises & Club Licences	Transfer Licence	Y	£23
9	Premises & Club Licences	Interim Authority	Y	£23
10	Premises & Club Licences	Notification Interest	Y	£21
11	Premises & Club Licences	Provisional Statement	Y	£315
12	Premises & Club Licences	Minor Variation	Y	£89
13	Premises & Club Licences	New Application & Variation NDR Band A	Y	£100
14	Premises & Club Licences	New Application & Variation NDR Band B	Y	£190

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt ? Y/N	Proposed Charges inc VAT (where applicable)
15	Premises & Club Licences	New Application & Variation NDR Band C	Y	£315
16	Premises & Club Licences	New Application & Variation NDR Band D	Y	£450
17	Premises & Club Licences	New Application & Variation NDR Band E	Y	£635
18	Premises & Club Licences	Annual Fee NDR Band A	Y	£70
19	Premises & Club Licences	Annual Fee NDR Band B	Y	£180
20	Premises & Club Licences	Annual Fee NDR Band C	Y	£295
21	Premises & Club Licences	Annual Fee NDR Band D	Y	£320
22	Premises & Club Licences	Annual Fee NDR Band E	Y	£350
23	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 5,000 to 9,999	Y	£1,000
24	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 10,000 to 14,999	Y	£2,000
25	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 15,000 to 19,999	Y	£4,000

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt ? Y/N	Proposed Charges inc VAT (where applicable)
26	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 20,000 to 29,999	Y	£8,000
27	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 30,000 to 39,999	Y	£16,000
28	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 40,000 to 49,999	Y	£24,000
29	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 50,000 to 59,999	Y	£32,000
30	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 60,000 to 69,999	Y	£40,000
31	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 70,000 to 79,999	Y	£48,000
32	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 80,000 to 89,999	Y	£56,000
33	Large Scale Events	New Application & Variation. Number in Attendance at any one time: 90,000 and over	Y	£64,000

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt ? Y/N	Proposed Charges inc VAT (where applicable)
34	Large Scale Events	Annual Fee 5,000 to 9,999	Y	£500
35	Large Scale Events	Annual Fee 10,000 to 14,999	Y	£1,000
36	Large Scale Events	Annual Fee 15,000 to 19,999	Y	£2,000
37	Large Scale Events	Annual Fee 20,000 to 29,999	Y	£4,000
38	Large Scale Events	Annual Fee 30,000 to 39,999	Y	£8,000
39	Large Scale Events	Annual Fee 40,000 to 49,999	Y	£12,000
40	Large Scale Events	Annual Fee 50,000 to 59,999	Y	£16,000
41	Large Scale Events	Annual Fee 60,000 to 69,999	Y	£20,000
42	Large Scale Events	Annual Fee 70,000 to 79,999	Y	£24,000
43	Large Scale Events	Annual Fee 80,000 to 89,999	Y	£28,000
44	Large Scale Events	Annual fee 90,000 and over	Y	£32,000

Fees and Charges 2023/24

APPENDIX 3.1

				2023/24
	Detail	Narrative	Set by Govt ? Y/N	Proposed Charges inc VAT (where applicable)
44	Temporary Event Notices	New Notice	Y	£21
45	Temporary Event Notices	Theft, Loss etc.	Y	£10.50
46	Small Society Lotteries	Registration Fee	Y	£40
47	Small Society Lotteries	Annual Fee	Y	£20

Fees and Charges 2023/2024

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
Licensing - L.May - Cllr Bates				
48	Bingo Club	Licence Application	N	£3,500
49	Bingo Club	Annual Fee	N	£950
50	Bingo Club	Application to Vary	N	£1,750
51	Bingo Club	Application to Transfer	N	£1,200
52	Bingo Club	Application for Reinstatement	N	£1,200
53	Bingo Club	Application for Provisional Statement	N	£3,500
54	Bingo Club	Licence Application (Provisional Statement Holders)	N	£1,200
55	Bingo Club	Copy of Licence	N	£25
56	Bingo Club	Notification of Change	N	£50
57	Betting Premise (excluding Tracks)	Licence Application	N	£3,000

Fees and Charges 2023/2024

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
58	Betting Premise (excluding Tracks)	Annual Fee	N	£575
59	Betting Premise (excluding Tracks)	Application to Vary	N	£1,250
60	Betting Premise (excluding Tracks)	Application to Transfer	N	£1,200
61	Betting Premise (excluding Tracks)	Application for Reinstatement	N	£1,200
62	Betting Premise (excluding Tracks)	Application for Provisional Statement	N	£3,000
63	Betting Premise (excluding Tracks)	Licence Application (Provisional Statement Holders)	N	£1,200
64	Betting Premise (excluding Tracks)	Copy of Licence	N	£25
65	Betting Premise (excluding Tracks)	Notification of Change	N	£50
66	Track	Licence Application	N	£2,500
67	Track	Annual Fee	N	£950

Fees and Charges 2023/2024

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
68	Track	Application to Vary	N	£1,250
69	Track	Application to Transfer	N	£950
70	Track	Application for Reinstatement	N	£950
71	Track	Application for Provisional Statement	N	£2,500
72	Track	Licence Application (Provisional Statement Holders)	N	£950
73	Track	Copy of Licence	N	£25
74	Track	Notification of Change	N	£50
75	Family Entertainment Centre	Licence Application	N	£2,000
76	Family Entertainment Centre	Annual Fee	N	£725
77	Family Entertainment Centre	Application to Vary	N	£1,000

Fees and Charges 2023/2024

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
78	Family Entertainment Centre	Application to Transfer	N	£950
79	Family Entertainment Centre	Application for Reinstatement	N	£950
80	Family Entertainment Centre	Application for Provisional Statement	N	£2,000
81	Family Entertainment Centre	Licence Application (Provisional Statement Holders)	N	£950
82	Family Entertainment Centre	Copy of Licence	N	£25
83	Family Entertainment Centre	Notification of Change	N	£50
84	Adult Gaming Centre	Licence Application	N	£2,000
85	Adult Gaming Centre	Annual Fee	N	£950
86	Adult Gaming Centre	Application to Vary	N	£1,000
87	Adult Gaming Centre	Application to Transfer	N	£1,200

Fees and Charges 2023/2024

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
88	Adult Gaming Centre	Application for Reinstatement	N	£1,200
89	Adult Gaming Centre	Application for Provisional Statement	N	£2,000
90	Adult Gaming Centre	Licence Application (Provisional Statement Holders)	N	£1,200
91	Adult Gaming Centre	Copy of Licence	N	£25
92	Adult Gaming Centre	Notification of Change	N	£50
93	New Small Casino	Licence Application	N	£8,000
94	New Small Casino	Annual Fee	N	£5,000
95	New Small Casino	Application to Vary	N	£4,000
96	New Small Casino	Application to Transfer	N	£1,800
97	New Small Casino	Application for Reinstatement	N	£1,800

Fees and Charges 2023/2024

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
98	New Small Casino	Application for Provisional Statement	N	£8,000
99	New Small Casino	Licence Application (Provisional Statement Holders)	N	£3,000
100	New Small Casino	Copy of Licence	N	£25
101	New Small Casino	Notification of Change	N	£50
102	New Large Casino	Licence Application	N	£10,000
103	New Large Casino	Annual Fee	N	£10,000
104	New Large Casino	Application to Vary	N	£5,000
105	New Large Casino	Application to Transfer	N	£2,150
106	New Large Casino	Application for Reinstatement	N	£2,150
107	New Large Casino	Application for Provisional Statement	N	£10,000
108	New Large Casino	Licence Application (Provisional Statement Holders)	N	£5,000
109	New Large Casino	Copy of Licence	N	£25

Fees and Charges 2023/2024

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
110	New Large Casino	Notification of Change	N	£50
111	Regional Casino	Licence Application	N	£15,000
112	Regional Casino	Annual Fee	N	£15,000
113	Regional Casino	Application to Vary	N	£7,500
114	Regional Casino	Application to Transfer	N	£6,500
115	Regional Casino	Application for Reinstatement	N	£6,500
116	Regional Casino	Application for Provisional Statement	N	£15,000
117	Regional Casino	Licence Application (Provisional Statement Holders)	N	£8,000
118	Regional Casino	Copy of Licence	N	£25
119	Regional Casino	Notification of Change	N	£50
120	Temporary Use Notice	Application Fee	Y	£500
121	Alcohol Licences Premises	Permit Application Fee (2 or less Machines)	Y	£50

Fees and Charges 2023/2024

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
122	Alcohol Licences Premises	Permit Application Fee (3+ Machines)	Y	£150
123	Alcohol Licences Premises	Permit Annual Fee (3+ Machines)	Y	£50
124	Family Entertainment Centre Unlicensed	Permit Application Fee	Y	£300
125	Family Entertainment Centre Unlicensed	Permit Renewal Fee (Permits last for a period of 10 years)	Y	£300
126	Prize Gaming	Permit Application Fee	Y	£300
127	Prize Gaming	Permit Renewal Fee	Y	£300
128	Club Gaming	Permit Application Fee	Y	£200
129	Club Gaming	Permit Annual Fee	Y	£50
130	Club Gaming	Permit Renewal Fee (due every 10 years)	Y	£200
131	Club Gaming Machine	Permit Application Fee	Y	£200

Fees and Charges 2023/2024

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
132	Club Gaming Machine	Permit Annual Fee	Y	£50
133	Club Gaming Machine	Permit Renewal Fee	Y	£200
134	Club Fast-track for Gaming Permit or Gaming Machine Permit	Permit Application Fee	Y	£100
135	Club Fast-track for Gaming Permit or Gaming Machine Permit	Permit Annual Fee	Y	£50
136	Gaming Machine Permit	Annual Fee	Y	£100
137	Provision of Gambling	Copy Licence	Y	£0
138	Provision of Gambling	Notification of Change	Y	£0

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
1	Acupuncture	Premise Registration	N	£230
2	Acupuncture	Additional Practitioner	N	£100
3	Acupuncture	Minor Variation	N	£50
4	Cosmetic Piercing	Premise Registration	N	£230
5	Cosmetic Piercing	Additional Practitioner	N	£100
6	Cosmetic Piercing	Minor Variation	N	£50
7	Ear Piercing	Premise Registration	N	£230
8	Ear Piercing	Additional Practitioner	N	£100
9	Ear Piercing	Minor Variation	N	£50
10	Electrolysis	Premise Registration	N	£230
11	Electrolysis	Additional Practitioner	N	£100
12	Electrolysis	Minor Variation	N	£50
13	Semi-permanent Skin-colouring	Premise Registration	N	£230

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
14	Semi-permanent Skin-colouring	Additional Practitioner	N	£100
15	Semi-permanent Skin-colouring	Minor Variation	N	£50
16	Tattooing	Premise Registration	N	£230
17	Tattooing	Additional Practitioner	N	£100
18	Tattooing	Minor Variation	N	£50

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
19	Animal Licensing	Boarding Establishments (new application 1 or 2 stars))	N	£402
20	Animal Licensing	Boarding Establishments (new application 3 or 4 stars)	N	£484
21	Animal Licensing	Boarding Establishments (new application 5 stars)	N	£558
22	Animal Licensing	Boarding Establishments (renewal 1 or 2 stars)	N	£336
23	Animal Licensing	Boarding Establishments (renewal 3 or 4 stars)	N	£418
24	Animal Licensing	Boarding Establishments (renewal 5 stars)	N	£492
25	Animal Licensing	Home Boarding (new application 1 or 2 stars)	N	£339

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
26	Animal Licensing	Home Boarding (new application 3 or 4 stars)	N	£425
27	Animal Licensing	Home Boarding (new application 5 stars)	N	£473
28	Animal Licensing	Home Boarding (renewal 1 or 2 stars)	N	£278
29	Animal Licensing	Home Boarding (renewal 3 or 4 stars)	N	£363
30	Animal Licensing	Home Boarding (renewal 5 stars)	N	£411

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
31	Animal Licensing	Dog Breeding Establishments (New application 1 or 2 Stars)	N	£509
32	Animal Licensing	Dog Breeding Establishments (New application 3 or 4 Stars)	N	£625
33	Animal Licensing	Dog Breeding Establishments (New application 5 Stars)	N	£730
34	Animal Licensing	Dog Breeding Establishments (renewal 1 or 2 stars)	N	£411
35	Animal Licensing	Dog Breeding Establishments (renewal 3 or 4 stars)	N	£527

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
36	Animal Licensing	Dog Breeding Establishments (renewal 5 stars)	N	£632
37	Animal Licensing	Dangerous Wild Animals (new application)	N	£250
38	Animal Licensing	Dangerous Wild Animals (renewal) (every 2 years)	N	£211
39	Animal Licensing	Performing Animals (Exhibition of animals) (new application)	N	£515
40	Animal Licensing	Performing Animals (Exhibition of animals) (renewal application)	N	£452

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
41	Animal Licensing	Selling of Animals as Pets (new application 1 or 2 stars)	N	£488
42	Animal Licensing	Selling of Animals as Pets (new application 3 or 4 stars)	N	£598
43	Animal Licensing	Selling of Animals as Pets (new application 5 stars)	N	£698
44	Animal Licensing	Selling of Animals as Pets (renewal 1 or 2 stars)	N	£466
45	Animal Licensing	Selling of Animals as Pets (renewal 3 or 4 stars)	N	£577

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
46	Animal Licensing	Selling of Animals as Pets) (renewal 5 stars)	N	£676
47	Animal Licensing	Hiring out of Horses (New application 1 or 2 stars)	N	£590
48	Animal Licensing	Hiring out of Horses (New application 3 or 4 stars)	N	£740
49	Animal Licensing	Hiring out of Horses (New application 5 stars)	N	£891
50	Animal Licensing	Hiring out of Horses) (renewal 1 or 2 stars)	N	£476

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
51	Animal Licensing	Hiring out of Horses (renewal 3 or 4 stars)	N	£626
52	Animal Licensing	Hiring out of Horses (renewal 5 stars)	N	£777
53	Animal Licensing	Zoos (new application)	N	£888
54	Animal Licensing	Zoos (renewal) (every 6 years)	N	£719
55	Animal Licensing	Arranging Provision of Home Boarding (New application 1 or 2 stars)	N	£297

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
56	Animal Licensing	Arranging Provision of Home Boarding (New application 3 or 4 stars)	N	£396
57	Animal Licensing	Arranging Provision of Home Boarding (New application 5 stars)	N	£486
58	Animal Licensing	Arranging Provision of Home Boarding Renewal 1 or 2 stars)	N	£290
59	Animal Licensing	Arranging Provision of Home Boarding (Renewal 3 or 4 stars)	N	£389
60	Animal Licensing	Arranging Provision of Home Boarding (Renewal 5 stars)	N	£479
61	Animal Licensing	Arranging Provision of Home Boarding (Additional cost per host)	N	£94
62	Animal Licensing	Replacement Licence	N	£15
63	Animal Licensing	Minor variation	N	£25
64	Animal Licensing	Full variation	N	£166

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
65	Animal Licensing	Re-rate	N	£127
66	Animal Licensing	Additional Activities	N	£50
67	Street Trading Consent	Grant £302 Non refundable to be submitted with application, a further £192 is due if application is approved to cover regulation.	N	£520
68	Street Trading Consent	Annual renewal	N	£250
69	Street Trading Consent	Occasional	N	£130
70	Street Trading Consent	Occasional Street Market Up to 25 stalls then £10 per stall thereafter	N	£250
71	Street Trading Consent	Tables & Chairs (New)	N	£150
72	Street Trading Consent	Tables & Chairs (Renewal)	N	£75

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
73	Sexual Entertainment Venue	Grant NOTE: £2167 Non refundable to be submitted with application, a further £1083 is due if application is approved to cover regulation.	N	£3,250
74	Sexual Entertainment Venue	Renewal, Transfer or Variation NOTE: £1484 Non refundable to be submitted with application, a further £741 is due if application is approved to cover regulation.	N	£2,225
75	Boat Licence	Grant	N	£200
76	Boat Licence	Renewal or Transfer	N	£160

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
77	Scrap Metal Dealer	Site Licence Grant	N	£490
78	Scrap Metal Dealer	Site Licence Variation (Change of name and address)	N	£16
79	Scrap Metal Dealer	Site Licence Variation (Change of Manager)	N	£95
80	Scrap Metal Dealer	Site Licence Replacement licence	N	£15
81	Scrap Metal Dealer	Additional Site Grant	N	£150
82	Scrap Metal Dealer	Site Licence Renewal	N	£475
83	Scrap Metal Dealer	Additional Site Renewal	N	£150
84	Scrap Metal Dealer	Collectors Licence Grant	N	£280

Fees and Charges 2023/24

APPENDIX 4.1

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
85	Scrap Metal Dealer	Collectors Licence Variation (Change of name/address)	N	£16
86	Scrap Metal Dealer	Collectors Licence Variation (Change of Vehicle)	N	£28
87	Scrap Metal Dealer	Collectors Licence Replacement licence	N	£15
88	Scrap Metal Dealer	Collectors Licence Renewal	N	£272
89	Scrap Metal Dealer	Replacement Plate	N	£17

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
1	Hackney Carriage & Private Hire	Hackney Carriage Vehicle Annual Licence (Grant and Renewal)	N	£330
2	Hackney Carriage & Private Hire	Electric/Hybrid Hackney Carriage Vehicle Annual Licence (Grant and Renewal)	N	£245
3	Hackney Carriage & Private Hire	Private Hire Vehicle Annual Licence (Grant and Renewal) No part of this fee is refundable in the event that the application is not approved or the vehicle is delicensed for any reason during the licence period.	N	£265
4	Hackney Carriage & Private Hire	Electric/Hybrid Private Hire Vehicle Annual Licence (Grant and Renewal)	N	£194
5	Hackney Carriage & Private Hire	Licence Transfer Following Change of Vehicle	N	£60
6	Hackney Carriage & Private Hire	Temporary vehicle transfer	N	£45
7	Hackney Carriage & Private Hire	Change of Vehicle ownership	N	£21

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
8	Hackney Carriage & Private Hire	<p>Joint Hackney Carriage Private Hire Driver: 1 year (Grant)</p> <p>No part of this fee is refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period.</p>	N	£130
9	Hackney Carriage & Private Hire	<p>Joint Hackney Carriage Private Hire Driver: 1 year (Renewal)</p> <p>No part of this fee is refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period.</p>	N	£115
10	Hackney Carriage & Private Hire	<p>Joint Hackney Carriage Private Hire Driver: 3 year (Grant)</p> <p>The first year (£124) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.</p>	N	£300

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
11	Hackney Carriage & Private Hire	<p>Joint Hackney Carriage Private Hire Driver: 3 year (Renewal)</p> <p>The first year (£110) is non refundable in the event that the application is not approved or the driver is delicensed for any reason during the Licence period. Any further refunds will be dealt with on a case by case basis.</p>	N	£285

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
12	Hackney Carriage & Private Hire	DBS Disclosure (formerly CRB)	N	£40
13	Hackney Carriage & Private Hire	Overseas Driver Licence Check	N	£10
14	Hackney Carriage & Private Hire	Vehicle Plate	N	£17
15	Hackney Carriage & Private Hire	Vehicle Plate holder	N	£15
16	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (1 year Licence) 1 to 5 vehicles 1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.	N	£90
17	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (1 year Licence) 6 to 10 vehicles 1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.	N	£144

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
18	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (1 year Licence) Over 10 vehicles 1 year licence only available in exceptional circumstances. No part of this fee is refundable in any the event.	N	£197
19	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (Licence lasts 5 years) 1 to 5 vehicles Licence lasts 5 years. The first year (£90) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N	£364
20	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (Licence lasts 5 years) 6 to 10 vehicles Licence lasts 5 years. The first year (£144) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N	£631

Fees and Charges 2023/24

				2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT (where applicable)
21	Private Hire Operator	Operators Licence for PH Vehicles Only (not Hackney) (Licence lasts 5 years) 11 or more vehicles Licence lasts 5 years. The first year (£197) is non refundable in any event. Refunds will be considered in subsequent years if the licenced is surrendered or revoked during the period of the licence.	N	£898
22	Private Hire Operator	Variation to Operators Licence (within band) for PH Vehicles	N	£30.00
23	Private Hire Operator	Variation to Operators Licence (outside of band) for PH Vehicles The additional charge for the new band will also be payable.	N	£30.00
24	Hackney Carriage & Private Hire	Replacement of licence or badge	N	£10.50
25	Hackney Carriage & Private Hire	Knowledge test re-sit fee	N	£35.00

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Maximum Charges inc VAT (where applicable)	Units / comments
1	Dog Control	Removal of stray dogs to kennels or direct to owner	Y	£100	
2	Dog Control	Out of hours Dog Collection	N	£75	
3	Dog Control	Kennelling/admin/transportation fee per calendar day (up to a maximum of seven days)	N	£30.00	
4	Dog Control	Microchipping Fee	N	£15.00	
5	Private Water Supplies	Risk Assessment	Y	£500	
6	Private Water Supplies	Sampling Visit	Y	£100	
7	Private Water Supplies	Investigation	Y	£100	
8	Private Water Supplies	Granting an Authorisation	Y	£100	
9	Private Water Supplies	Analysing a Sample under Reg 10 (Single small supplies)	Y	£25	
10	Private Water Supplies	Analysing a sample (Large and commercial supplies)	Y	£100	
11	Private Water Supplies	Analysing a Sample (Audit monitoring)	Y	£500	
12	Contaminated Land Enquiry	Up to 250m distance	N	£40	
13	Contaminated Land Enquiry	Up to 500m distance	N	£80	
14	Environmental Protection Act 1990 - Air Pollution	Initial Application Fee (Standard)	Y		

15	Environmental Protection Act 1990 - Air Pollution	Substantial Changes Fee (Standard) including partial transfer and surrender fees for LA-IPPC	Y	Charges advised by DEFRA	
16	Environmental Protection Act 1990 - Air Pollution	Substantial Changes Fee (Sections 10 and 11)	Y		
17	Environmental Protection Act 1990 - Air Pollution	Annual Subsistence Charge (Standard)	Y		
18	Public Health funerals	Officers admin fees in arranging funeral	N	Maximum of £500	Hourly rate x officer time. Maximum fee £500.

Fees and Charges 2023/24

APPENDIX 5.1

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT	Units / Comments
Planning - R Walton - S Platts - Cllr Kenton					
1	General	Section 52 Agreements, Section 106 Agreements, Tree Preservation Orders and Article 4 Directions and Enforcement Notices	N	£5.00	
2	General	Plans submitted with planning applications or accompanying other planning documents and other miscellaneous photocopying	N	£0.10	A4
3	General	Plans submitted with planning applications or accompanying other planning documents and other miscellaneous photocopying	N	£0.20	A3
4	General	Plans submitted with planning applications or accompanying other planning documents and other miscellaneous photocopying	N	£5.00	Over A3
5	General	Research on Planning Histories, Permitted Development Rights and Use classes	N	£35.00	Per request
6	General	Planning Application Fees (see Appendix 5.2 - A Guide to the Fees for Planning Applications in England)	Y	See Appendix 5.2	

Fees and Charges 2023/24

				2023/24	2023/24
	Detail	Narrative	Set by Govt? Y/N	Proposed Charges inc VAT	Units / Comments
Planning - R Walton - S Platts - Cllr Kenton					
7	General	Pre-application advice (see Appendix 5.3)	N	See Appendix 5.3	
8	General	Details pursuant to conditions. (see Appendix 5.2 page 9)	Y	See Appendix 5.2	
9	General	Advice on compliance of conditions information (see Appendix 5.2)	N	£116.00	
10	General	S.106 Monitoring Fee	N	£236 (per trigger) or negotiated for more complex cases	