

Environmental Health	Unit	VAT	Charging Category	2020/21 Charge
Animal Boarding Establishments (Kennels & Catteries) including Domestic Day Care & Over Night Licence (initial or renewal, excluding vet fees). Vets fees are charged in addition to these fees based on full cost recovery:	1-10 animals	Non Business VAT (-- %)	Fair charging	£150.00
	11 + animals	Non Business VAT (-- %)	Fair charging	£200.00
	25 Plus Animals	Non Business VAT (-- %)	Fair charging	£300.00
Animal boarding (Crèche Facility) - Commercial		Non Business VAT (-- %)	Fair charging	£250.00
Commercial Home Boarding (Host franchise) upto 5 Households		Non Business VAT (-- %)	Fair charging	£400.00
Commercial Home Boarding (Host franchise) upto 5 - 10 Households		Non Business VAT (-- %)	Fair charging	£600.00
Commercial Home Boarding (Host franchise) upto 10 Plus				Price on Request
Re-Rate Inspection				£100.00
Interim Inspection (Commercial)				£100.00
Interim Inspection (Domestic)				£50.00
Approved Food Premises		Non Business VAT (-- %)	Statutory	£0.00
Camping Site Registration		Non Business VAT (-- %)	Statutory	£0.00
Caravan & Camping Site Registration		Non Business VAT (-- %)	Statutory	£0.00
Park Homes:	New application	Non Business VAT (-- %)	Fair charging	£350.00
	Fee per additional pitch	Non Business VAT (-- %)	Fair charging	£10.50
	Licence amendment	Non Business VAT (-- %)	Fair charging	£180.00
	Transfer of Licence	Non Business VAT (-- %)	Fair charging	£120.00
	Annual fee	Non Business VAT (-- %)	Fair charging	£190.00
	Deposit of site rules	Non Business VAT (-- %)	Fair charging	£100.00
Contaminated Land Enquiry:	(Initial Enquiry 2 Hours Minimum Charge )	Standard Rated VAT (20%)	Fair charging	£110.00
	Each subsequent hour or part thereof	Standard Rated VAT (20%)	Fair charging	£50.00
Cooling Tower Notification		Non Business VAT (-- %)	Statutory	£0.00
Dangerous Wild Animals Licence (initial or renewal, excluding vet fees). Vets fees are charged in addition to these fees based on full cost recovery		Non Business VAT (-- %)	Fair charging	£400.00
Dog Breeding Establishments Licence (initial or renewal, excluding vet fees). Vets fees are charged in addition to these fees based on full cost recovery:	1-4 dogs	Non Business VAT (-- %)	Fair charging	£150.00
	5 - 10 dogs	Non Business VAT (-- %)	Fair charging	£300.00
	10 Plus	Non Business VAT (-- %)	Fair charging	£350.00
Re-Rate Inspection				£100.00
Interim Inspection				£100.00
Environmental Health Pre-Application advice (minimum 2 hours)	(Initial Enquiry 2 Hours Minimum Charge)	Standard Rated VAT (20%)	Fair charging	£100.00
	Each subsequent hour or part thereof	Standard Rated VAT (20%)	Fair charging	£50.00
Environmental Permit	Fees Set by DEFRA	Non Business VAT (-- %)	Statutory	
Copy of Register of Authorisations (Permits): Copying Charge Plus officer time charged for photocopying per hour or part thereof.	per side of A4 (or equivalent electronic format)	Non Business VAT (-- %)	Cost recovery	£20.00
Officer Time (EIR)		Non Business VAT (-- %)	Cost recovery	£25.00
Export Health Certificate		Standard Rated VAT (20%)	Fair charging	£130.00
Export Health Certificate Unlimited Yearly (Max 25 Certificates)		Standard Rated VAT (20%)	Fair charging	£1,600.00
Export Health Certificate Unlimited Yearly (Max 50 Certificates)				£3,000.00
Export Health Certificate Unlimited Yearly (50 Plus)				Price on Request
Export Health Certificate for Brewery/Artisan Products		Standard Rated VAT (20%)	Fair charging	£65.00

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Export Health Certificate Unlimited Yearly Brewery/Artisan Products (Max 25 Certificates)		Standard Rated VAT (20%)	Fair charging	£600.00
Export Health Certificate (Samples/ Low Value goods up to £500 per consignment)		Standard Rated VAT (20%)	Fair charging	£65.00
Amendment to Health Certificate		Standard Rated VAT (20%)	Fair charging	£25.00
Amendment to Health Certificate (Artisan/Brewery Products)		Standard Rated VAT (20%)	Fair charging	£15.00
Food Hygiene Rating Scheme - Re-Rate within 3 Months of Inspection	Price On Application Officer Time hourly	Standard Rated VAT (20%)	Fair charging	£150.00
Enhanced Food Registration & Advice Visit with Safer Food Better Business Pack (upto 2 hours)		Non Business VAT (-- %)	Fair charging	£125.00
Enhanced Food Registration & Advice Visit with Safer Food Better Business Pack (upto 3 hours)		Non Business VAT (-- %)	Fair charging	£175.00
Safer Food Better Business Pack Incl 2 Year Diary				£20.00
Copy of Food Register (Full Copy of database)	Full Register	Non Business VAT (-- %)	Fair charging	£175.00
One Copy of Any Entry in the Register		Non Business VAT (-- %)	Fair charging	£15.00
List of Food Premises In a Particular Category		Non Business VAT (-- %)	Fair charging	£75.00
Food Premises Registration		Non Business VAT (-- %)	Statutory	£0.00
House in Multiple Occupation Licence:	First application	Non Business VAT (-- %)	Fair charging	£385.00
	Subsequent application/renewal by same landlord	Non Business VAT (-- %)	Fair charging	£310.00
	Change of ownership application	Non Business VAT (-- %)	Fair charging	£310.00
Improvement Notice Fee		Standard Rated VAT (20%)	Statutory	£200.00
Immigration Housing Certificate	per application	Standard Rated VAT (20%)	Fair charging	£100.00
Hypnotism Registration		Non Business VAT (-- %)	Statutory	£0.00
Land Drainage/Culvert Maintenance for Private Individuals or Companies	Full Price On Application inc. Officer Time hourly	Standard Rated VAT (20%)	Fair charging	£55.00
Pet Shop Licence (initial or renewal) (excluding vet fees. Vets fees are charged in addition to these fees based on full cost recovery):		Non Business VAT (-- %)	Fair charging	£180.00
Interim Inspection				£100.00
Re-Rate Inspection				£100.00
Pleasure Boats & Pleasure Vessels to be let for hire or used for carrying passengers for hire (Exemption for such boats on any inland waterway owned or managed by the British Waterways Board)		Standard Rated VAT (20%)	Fair charging	£120.00
Riding Establishments Licence (initial or renewal, excluding vet fees). Vets fees are charged in addition to these fees based on full cost recovery: (Annual Vet Inspection required)	1-10 animals	Non Business VAT (-- %)	Fair charging	£150.00
	11-20 animals	Non Business VAT (-- %)	Fair charging	£175.00
	21+ animals	Non Business VAT (-- %)	Fair charging	£200.00
Re-Rate Inspection				£100.00
Interim Inspection				£100.00
Sex Shop & Cinema Licence (including Sexual Entertainment Venues of any type):	New Application	Non Business VAT (-- %)	Fair charging	£3,100.00
	Renewal	Non Business VAT (-- %)	Fair charging	£1,700.00
	Transfer	Non Business VAT (-- %)	Fair charging	£700.00
Special Treatments Registration (Premises) including: Massage; Manicure; Other Special Treatments e.g. Vapour, Sauna or Other Bath Treatments		Non Business VAT (-- %)	Statutory	£0.00
Statement of Officers Opinion:	Initial Enquiry 2 Hours	Standard Rated VAT (20%)	Full commercial	£105.00
	subsequent hour or part thereof	Standard Rated VAT (20%)	Full commercial	£50.00

Environmental Health	Unit	VAT	Charging Category	2020/21 Charge
Home/Mobile Tattooing, Piercing, Acupuncture Including 1 person	Premises/ Person	Non Business VAT (-- %)	Fair charging	£200.00
Tattooing, Piercing, Acupuncture, Electrolysis Licence (initial or renewal):	Premises	Non Business VAT (-- %)	Fair charging	£150.00
	Person	Non Business VAT (-- %)	Fair charging	£90.00
	Guest Tattooist	Non Business VAT (-- %)	Fair charging	£50.00
Ear Piercing Only:	Premises	Non Business VAT (-- %)	Fair charging	£50.00
	Person	Non Business VAT (-- %)	Fair charging	£25.00
	Amendment (e.g. Change of address)	Non Business VAT (-- %)	Fair charging	£25.00
Zoo Licence (excluding vet fees). Vets fees are charged in addition to these fees based on full cost recovery:	First (4 year licence)	Non Business VAT (-- %)	Statutory	£1,250.00
	Second & subsequent (6 year licence)	Non Business VAT (-- %)	Statutory	£1,250.00
Zoo Licence:	Interim periodical	Non Business VAT (-- %)	Statutory	Vet fees as applicable only
	Renewal periodical	Non Business VAT (-- %)	Statutory	Vet fees as applicable only
	Informal inspections	Non Business VAT (-- %)	Statutory	Vet fees as applicable only
<b>Pest Control</b>				
Contract Work (Commercial)	Per hour Per officer	Standard Rated VAT (20%)	Full commercial	£110.00
treatments in addition to contract agreement:	Single treatment	Standard Rated VAT (20%)	Full commercial	£110.00
	up to 3 treatments	Standard Rated VAT (20%)	Full commercial	£215.00
	up to 5 treatments	Standard Rated VAT (20%)	Full commercial	£315.00
Non Contract Work (Commercial)	Per hour Per officer	Standard Rated VAT (20%)	Full commercial	£150.00
Rodents (Rats) (Domestic) - up to three visits to treat:		Standard Rated VAT (20%)	Free	£0.00
Wasps Nest (Domestic Treatment):		Standard Rated VAT (20%)	Full commercial	£65.00
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£32.50
Rodents (Mice) (Domestic) - up to three visits to treat:		Standard Rated VAT (20%)	Full commercial	£65.00
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£32.50
Bed Bugs: 2 bed house		Standard Rated VAT (20%)	Full commercial	£150.00
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£62.50
3 bed house		Standard Rated VAT (20%)	Full commercial	£200.00
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£100.00
4 bed house		Standard Rated VAT (20%)	Full commercial	£250.00
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£125.00
>4 bed house		Standard Rated VAT (20%)	Full commercial	£400.00

Environmental Health	Unit	VAT	Charging Category	2020/21 Charge
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£200.00
Fleas: 2 bed house		Standard Rated VAT (20%)	Full commercial	£100.00
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£50.00
3 bed house		Standard Rated VAT (20%)	Full commercial	£125.00
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£62.50
4 bed house		Standard Rated VAT (20%)	Full commercial	£150.00
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£75.00
>4 bed house		Standard Rated VAT (20%)	Full commercial	£250.00
Ants		Standard Rated VAT (20%)	Full commercial	£70.00
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£35.00
Other insect pests (domestic):		Standard Rated VAT (20%)	Full commercial	£70.00
	Recipients of Means Tested Benefits (Housing Benefit/ LCTRS) & Vulnerable Adults	Standard Rated VAT (20%)	Subsidised	£35.00
Moles (Commercial Only)		Standard Rated VAT (20%)	Full commercial	Price on Application
Appointment Missed/Cancelled (Site)				£25.00
<b>Private Water Supply Charges</b>				
Risk Assessment:	Upto 2 properties	Non Business VAT (-- %)	Fair charging	£300.00
Including Officer Time on Site	3-5 Properties			£400.00
	5 Plus Properties			£500.00
	Large Commercial			£500.00
Sampling	Officer Time per Sample	Non Business VAT (-- %)	Fair charging	£60.00
Investigation	Per investigation	Non Business VAT (-- %)	Fair charging	£120.00
Analysing a sample under regulation 10	Re-Charge	Non Business VAT (-- %)	Fair charging	
Analysing a check monitoring sample Regulation 9	Re-Charge	Non Business VAT (-- %)	Fair charging	
Analysing an audit monitoring sample	Re-Charge	Non Business VAT (-- %)	Fair charging	
Request from Search Company for Data relating to Private Water Supplies in a particular area.	Hourly Rate	Non Business VAT (-- %)	Fair charging	£60.00
<b>Stray Dogs</b>	Statutory fee	Non Business VAT (-- %)	Statutory	£25.00
	Admin fee	Non Business VAT (-- %)	Statutory	£25.00
	Kennel fee per day or part thereof			Fee set by kennel owner

Licensing	Unit	VAT	Charging Category	2020/21 Charge
<b>Gambling Act</b>				
Bingo - New Application		Non Business VAT (--%)	Statutory	£2,500.00
Annual Fee		Non Business VAT (--%)	Statutory	£1,000.00
Application to Vary		Non Business VAT (--%)	Statutory	£1,500.00
Application to Transfer		Non Business VAT (--%)	Statutory	£1,200.00
Application for Reinstatement		Non Business VAT (--%)	Statutory	£1,200.00
Application for Provisional Statement		Non Business VAT (--%)	Statutory	£2,000.00
Application in respect of Provisional Statement Holder		Non Business VAT (--%)	Statutory	£1,200.00
Notification of Change		Non Business VAT (--%)	Statutory	£50.00
Copy of Licence		Non Business VAT (--%)	Statutory	£25.00
Adult Gaming Centre - New Application		Non Business VAT (--%)	Statutory	£2,000.00
Annual Fee		Non Business VAT (--%)	Statutory	£1,000.00
Application to Vary		Non Business VAT (--%)	Statutory	£1,000.00
Application to Transfer		Non Business VAT (--%)	Statutory	£1,200.00
Application for Reinstatement		Non Business VAT (--%)	Statutory	£1,200.00
Application for Provisional Statement		Non Business VAT (--%)	Statutory	£2,000.00
Application in respect of Provisional Statement Holder		Non Business VAT (--%)	Statutory	£1,200.00
Notification of Change		Non Business VAT (--%)	Statutory	£50.00
Copy of Licence		Non Business VAT (--%)	Statutory	£25.00
Family Entertainment Centre - New Application		Non Business VAT (--%)	Statutory	£1,500.00
Annual Fee		Non Business VAT (--%)	Statutory	£750.00
Application to Vary		Non Business VAT (--%)	Statutory	£1,000.00
Application to Transfer		Non Business VAT (--%)	Statutory	£950.00
Application for Reinstatement		Non Business VAT (--%)	Statutory	£950.00
Application for Provisional Statement		Non Business VAT (--%)	Statutory	£1,600.00
Application in respect of Provisional Statement Holder		Non Business VAT (--%)	Statutory	£950.00
Notification of Change		Non Business VAT (--%)	Statutory	£50.00
Copy of Licence		Non Business VAT (--%)	Statutory	£25.00
Betting Premises (excluding Tracks) - New Application		Non Business VAT (--%)	Statutory	£2,000.00
Annual Fee		Non Business VAT (--%)	Statutory	£600.00
Application to Vary		Non Business VAT (--%)	Statutory	£1,300.00
Application to Transfer		Non Business VAT (--%)	Statutory	£1,200.00
Application for Reinstatement		Non Business VAT (--%)	Statutory	£1,200.00
Application for Provisional Statement		Non Business VAT (--%)	Statutory	£2,000.00
Application in respect of Provisional Statement Holder		Non Business VAT (--%)	Statutory	£1,200.00
Notification of Change		Non Business VAT (--%)	Statutory	£50.00
Copy of Licence		Non Business VAT (--%)	Statutory	£25.00

Licensing	Unit	VAT	Charging Category	2020/21 Charge
Race Tracks - New Application		Non Business VAT (--%)	Statutory	£2,000.00
Annual Fee		Non Business VAT (--%)	Statutory	£1,000.00
Application to Vary		Non Business VAT (--%)	Statutory	£1,250.00
Application to Transfer		Non Business VAT (--%)	Statutory	£950.00
Application for Reinstatement		Non Business VAT (--%)	Statutory	£950.00
Application for Provisional Statement		Non Business VAT (--%)	Statutory	£2,000.00
Application in respect of Provisional Statement Holder		Non Business VAT (--%)	Statutory	£950.00
Notification of Change		Non Business VAT (--%)	Statutory	£50.00
Copy of Licence		Non Business VAT (--%)	Statutory	£50.00
<b>Gambling Act Permit Fees set by the Secretary of State</b>				
Licensed Premises Automatic Notification Process: Payable on Notification	Up to 2 machines	Non Business VAT (--%)	Statutory	£50.00
<b>Charges for Annual Licences (unless stated)</b>				
Small society Lotteries Application	Application	Exempt from VAT (--%)	Statutory	£40.00
Small Society Lotteries Annual Renewal	Renewals	Exempt from VAT (--%)	Statutory	£20.00
Street Trading Consent	Annual Rate	Non Business VAT (--%)	Fair charging	£3,100.00
Street Trading Consent - Upto 2 Days	Annual Rate	Non Business VAT (--%)	Fair charging	£1,600.00
Daily Street Trading consent	Daily rate	Non Business VAT (--%)	Fair charging	£40.00
Street Trading Change of Name & Address		Non Business VAT (--%)	Fair charging	£10.50
<b>Taxi Licences - Hackney Carriage &amp; Private Hire Vehicles</b>				
Taxi & Private Hire Vehicle Licence (new & renewal) Including Brackets & Plates/Decals (The fee includes 10% for enforcement duties)	Yearly	Non Business VAT (--%)	Cost recovery	£180.00
Replacement Driver Badge or Vehicle Plate	Per Plate/Badge	Non Business VAT (--%)	Cost recovery	£10.00
Hackney Carriage Decals - Provided by 3rd party company				
Change of Vehicle Including Plate/Card		Non Business VAT (--%)	Cost recovery	£50.00
New Licensed Driver/Renewal: Including Knowledge Test and Resit, Safeguarding Training & Driver Badge (The fee includes 10% for enforcement duties)	Annual	Non Business VAT (--%)	Cost recovery	£75.00
	3 years	Non Business VAT (--%)	Cost recovery	£150.00
Private Hire Operators Licence (The fee includes 10% for enforcement duties)	1 Year	Non Business VAT (--%)	Cost recovery	£105.00
Private Hire Operators Licence (The fee includes 10% for enforcement duties)	5 years	Non Business VAT (--%)	Cost recovery	£315.00
Document Identification Check (Fee set by Crown Post Office)		Standard Rated VAT (20%)	Statutory	Price on Application
DBS Check by 3rd Party Company				Price on Application
Re-Sit Knowledge Test		Non Business VAT (--%)	Cost recovery	£20.00
Taxi Test (Paid Directly to Garage)				Price on Application
<b>Scrap Metal Dealers</b>				
Collectors Licence		Non Business VAT (--%)	Statutory	£245.00

Licensing	Unit	VAT	Charging Category	2020/21 Charge
Variation to Collectors Licence		Non Business VAT (--%)	Statutory	£95.00
Site Licence		Non Business VAT (--%)	Statutory	£390.00
Variation to Site Licence		Non Business VAT (--%)		£115.00
Variation to licence Change of Name or Address		Non Business VAT (--%)	Statutory	£32.00
Copy of Licence		Non Business VAT (--%)	Statutory	£15.00
<b>Licensing Act 2003</b>				
<b>Premises Licences and Club Premises Certificates - First Year Fee:</b>				
Band A		Exempt from VAT (--%)	Statutory	£100.00
Band B		Exempt from VAT (--%)	Statutory	£190.00
Band C		Exempt from VAT (--%)	Statutory	£315.00
Band D		Exempt from VAT (--%)	Statutory	£450.00
Band E		Exempt from VAT (--%)	Statutory	£635.00
<b>Premises Licences and Club Premises Certificates Annual Fee:</b>				
Band A		Exempt from VAT (--%)	Statutory	£70.00
Band B		Exempt from VAT (--%)	Statutory	£180.00
Band C		Exempt from VAT (--%)	Statutory	£295.00
Band D		Exempt from VAT (--%)	Statutory	£320.00
Band E		Exempt from VAT (--%)	Statutory	£350.00
Personal Licence (Application or Renewal)		Exempt from VAT (--%)	Statutory	£37.00
Temporary Event Notice		Exempt from VAT (--%)	Statutory	£21.00
<b>Permitted Temporary Activities, Personal Licences and Miscellaneous:</b>				
Theft/ Loss, etc. of Premises Licence or Summary		Exempt from VAT (--%)	Statutory	£10.50
Application for a Provisional Statement where premises being built etc.		Exempt from VAT (--%)	Statutory	£315.00
Notification of change of name or address		Exempt from VAT (--%)	Statutory	£10.50
Application to vary licence to specify individual as premises supervisor		Exempt from VAT (--%)	Statutory	£23.00
Application for transfer of premises licence		Exempt from VAT (--%)	Statutory	£23.00
Interim authority notice following death etc. of licence holder		Exempt from VAT (--%)	Statutory	£23.00
Theft, loss etc. of certificate or summary		Exempt from VAT (--%)	Statutory	£10.50
Notification of change of name or alteration of rules of club		Exempt from VAT (--%)	Statutory	£10.50
Change of relevant registered address of club		Exempt from VAT (--%)	Statutory	£10.50
Theft, loss etc. of temporary event notice		Exempt from VAT (--%)	Statutory	£10.50
Theft, loss etc. of personal licence		Exempt from VAT (--%)	Statutory	£10.50
Duty to notify change of name or address		Exempt from VAT (--%)	Statutory	£10.50
Right of freeholder etc. to be notified of licensing matters		Exempt from VAT (--%)	Statutory	£21.00
Minor Variation		Exempt from VAT (--%)	Statutory	£89.00
<b>Licensed Premises Gaming Machine Permit</b>				
Grant		Exempt from VAT (--%)	Statutory	£150.00

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Existing Operator Grant		Exempt from VAT (-%)	Statutory	£100.00
Variation		Exempt from VAT (-%)	Statutory	£100.00
Transfer		Exempt from VAT (-%)	Statutory	£25.00
Annual Fee		Exempt from VAT (-%)	Statutory	£50.00
Change of Name		Exempt from VAT (-%)	Statutory	£25.00
<b>Club Gaming Permits</b>				
Grant		Exempt from VAT (-%)	Statutory	£200.00
Grant (Club Premises Certificate Holder)		Exempt from VAT (-%)	Statutory	£100.00
Existing Operator Grant		Exempt from VAT (-%)	Statutory	£100.00
Variation		Exempt from VAT (-%)	Statutory	£100.00
Renewal		Exempt from VAT (-%)	Statutory	£200.00
Renewal (Club Premise Certificate Holder)		Exempt from VAT (-%)	Statutory	£100.00
Annual Fee		Exempt from VAT (-%)	Statutory	£50.00
<b>Club Machine Permits</b>				
Grant		Exempt from VAT (-%)	Statutory	£200.00
Grant (Club Premises Certificate Holder)		Exempt from VAT (-%)	Statutory	£100.00
Existing Operator Grant		Exempt from VAT (-%)	Statutory	£100.00
Variation		Exempt from VAT (-%)	Statutory	£100.00
Renewal		Exempt from VAT (-%)	Statutory	£200.00
Renewal (Club Premise Certificate Holder)		Exempt from VAT (-%)	Statutory	£100.00
Annual Fee		Exempt from VAT (-%)	Statutory	£50.00
<b>Family Entertainment Centre Gaming Permits</b>				
Grant		Exempt from VAT (-%)	Statutory	£300.00
Existing Operator Grant		Exempt from VAT (-%)	Statutory	£100.00
Renewal		Exempt from VAT (-%)	Statutory	£300.00
Change of Name		Exempt from VAT (-%)	Statutory	£25.00
Copies of all Permits	Each	Exempt from VAT (-%)	Statutory	£25.00
<b>Other Licences</b>				
Street Collection Licence		Exempt from VAT (-%)	Free	£0.00
<b>Registrations</b>				
Statement of Officers Opinion		Exempt from VAT (-%)	Fair charging	£55.00



Land Charges	Unit	VAT	Charging Category	2020/21 Charge
LLC1	Residential	Non Business VAT (--%)	Cost recovery	£27.80
LLC1 Additional Parcels	Residential	Non Business VAT (--%)	Cost recovery	£10.00
Con 29R	Residential (plus SCC fee incurred)	Standard Rated VAT (20%)	Cost recovery	£39.60
		Standard Rated VAT (20%)	Cost recovery	TBC
Con 29R Additional Parcels	Residential	Standard Rated VAT (20%)	Cost recovery	£26.00
Full Standard Search (LLC1 + Con 29R) Part Con 29 (Inc. Vat)	Residential (plus SCC fee incurred)	Standard Rated VAT (20%)	Cost recovery	£67.40
		Standard Rated VAT (20%)	Cost recovery	TBC
Full Standard Search Additional Parcels Part Con 29 (Inc. Vat)	Residential	Standard Rated VAT (20%)	Cost recovery	£36.00
Con 29O - Each	Residential	Standard Rated VAT (20%)	Cost recovery	£9.00
Each Additional Enquiry	Residential	Standard Rated VAT (20%)	Cost recovery	£18.00
Personal Search of the Land Charges Register	Residential	Non Business VAT (--%)	Statutory	£0.00
A search on each individual part of the Local Land Charges Register:				
Parts 5, 7, 8 & 12	Residential - each	Non Business VAT (--%)	Free	£0.00
Parts 1, 2, 6, 9, & 11	Residential - each	Non Business VAT (--%)	Cost recovery	£1.00
Parts 4 & 10	Residential - each	Non Business VAT (--%)	Cost recovery	£4.00
Part 3	Residential - each	Non Business VAT (--%)	Cost recovery	£12.00
LLC1	Commercial	Non Business VAT (--%)	Cost recovery	£40.00
LLC1 Additional Parcels	Commercial	Non Business VAT (--%)	Cost recovery	£24.00
Con 29R	Commercial (plus SCC fee incurred)	Standard Rated VAT (20%)	Cost recovery	£82.80
		Standard Rated VAT (20%)	Cost recovery	TBC
Con 29R Additional Parcels	Commercial	Standard Rated VAT (20%)	Cost recovery	£42.00
Full Standard Search (LLC1 + Con 29R) Part Con29 (Inc. Vat)	Commercial (plus SCC fee incurred)	Standard Rated VAT (20%)	Cost recovery	£122.80
		Standard Rated VAT (20%)	Cost recovery	TBC
Full Standard Search Additional Parcels Part Con29 (Inc. Vat)	Commercial	Standard Rated VAT (20%)	Cost recovery	£66.00
Con 29O - Each	Commercial	Standard Rated VAT (20%)	Cost recovery	£9.00
Each Additional Enquiry	Commercial	Standard Rated VAT (20%)	Cost recovery	£18.00
Personal Search of the Land Charges Register	Commercial	Non Business VAT (--%)	Statutory	£0.00
A search on each individual part of the Local Land Charges Register:				
Parts 5, 7, 8 & 12	Commercial - each	Non Business VAT (--%)	Free	£0.00
Parts 1, 2, 6, 9, & 11	Commercial - each	Non Business VAT (--%)	Cost recovery	£1.50
Parts 4 & 10	Commercial - each	Non Business VAT (--%)	Cost recovery	£4.50
Part 3	Commercial - each	Non Business VAT (--%)	Cost recovery	£18.50
Fees for access to individual Con 29R questions:				
Con 29R Q1.1 a-j	Residential Block	Standard Rated VAT (20%)	Cost recovery	£4.80
Con 29R Q1.1 j-l	Residential Block	Standard Rated VAT (20%)	Cost recovery	£4.80
Con 29R Q1.2	Residential Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q2	Residential - request direct to SCC			SCC
Con 29R Q3.1	Residential	Standard Rated VAT (20%)	Cost recovery	£1.20
Con 29R Q3.2	Residential - request direct to SCC			SCC
Con 29R Q3.3 a-c	Residential Block	Standard Rated VAT (20%)	Cost recovery	£1.20
Con 29R Q3.4	Residential - request direct to SCC			SCC

Land Charges	Unit	VAT	Charging Category	2020/21 Charge
Con 29R Q3.5 a & b	Residential Block	Standard Rated VAT (20%)	Cost recovery	£1.20
Con 29R Q3.6	Residential - request direct to SCC			SCC
Con 29R Q3.7 (a-d, f)	Residential Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q 3.7 e	Residential request direct to Staffordshire County			SCC
Con 29R Q3.8	Residential Block	Standard Rated VAT (20%)	Cost recovery	£1.20
Con 29R Q3.9 a-n	Residential Block	Standard Rated VAT (20%)	Cost recovery	£10.80
Con 29R Q3.10 a-h	Residential Block	Standard Rated VAT (20%)	Cost recovery	£1.20
Con 29R Q3.11 a & b	Residential Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q3.12	Residential Block	Standard Rated VAT (20%)	Cost recovery	£1.20
Con 29R Q3.13 a-c	Residential Block	Standard Rated VAT (20%)	Cost recovery	£1.20
Con 29R Q3.14	Residential Block	Standard Rated VAT (20%)	Cost recovery	£1.20
Con 29R Q3.15 a & b	Residential Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q1.1 a-l	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£12.00
Con 29R Q1.1 j-l	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£12.00
Con 29R Q1.2	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£5.40
Con 29R Q2	Commercial - request direct to SCC			SCC
Con 29R Q3.1	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q3.2	Commercial - request direct to SCC			SCC
Con 29R Q3.3 a-c	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q3.4	Commercial - request direct to SCC			SCC
Con 29R Q3.5 a & b	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q3.6	Commercial - request direct to SCC			SCC
Con 29R Q3.7 a-d, f	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£5.40
Con 29 R Q 3.7 e	Commercial Request direct to SCC			SCC
Con 29R Q3.8	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q3.9 a-n	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£18.00
Con 29R Q3.10 a-h	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q3.11 a & b	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£5.40
Con 29R Q3.12	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q3.13 a-c	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q3.14	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£2.40
Con 29R Q3.15 a & b	Commercial Block	Standard Rated VAT (20%)	Cost recovery	£5.40

Planning Enforcement	Unit	VAT	Charging Category	2020/21 Charge
<b>Charges do not apply to alleged breaches of planning regulations which are provided free of charge</b>				
Desk-based history check requested by member of the public	Per check	Non Business VAT (--%)	Cost recovery	£40.00
Site visit requested by member of the public	Per visit	Non Business VAT (--%)	Cost recovery	£80.00

Planning	Unit	VAT	Charging Category	2020/21 Charge
Householder PD check		Standard Rated VAT (20%)	Fair charging	£67.00
Listed Building enforcement check		Standard Rated VAT (20%)	Fair charging	£100.00
<b>COPYING</b>				
Decision Notice	Per notice	Standard Rated VAT (20%)	Cost recovery	£47.00
A4 OS maps	4 Copies	Standard Rated VAT (20%)	Cost recovery	£31.00
Planning Applications (Current & Historic):	First page	Standard Rated VAT (20%)	Cost recovery	£7.00
	Additional pages	Standard Rated VAT (20%)	Cost recovery	£1.00
Planning Applications Plans - AO size	Per copy	Standard Rated VAT (20%)	Cost recovery	£18.50
Planning Applications Plans - A3 size	Per copy	Standard Rated VAT (20%)	Cost recovery	£13.50
Planning Applications Plans - A4 size	Per copy	Standard Rated VAT (20%)	Cost recovery	£8.25
Weekly Planning List	Per year	Standard Rated VAT (20%)	Cost recovery	£370.00
Informal or history Searches:	First hour	Standard Rated VAT (20%)	Cost recovery	£51.25
	Additional	Standard Rated VAT (20%)	Cost recovery	£32.00
Postage:	Cost of Postage	Charge not VAT-able	Cost recovery	Postage Cost
	Admin Charge	Standard Rated VAT (20%)	Cost recovery	£8.25
<b>PRE-APPLICATION ADVICE</b>				
<b>Meetings</b>				
Strategic major applications	Over 50 dwellings or 10,000sqm commercial	Standard Rated VAT (20%)	Fair charging	£1,130.00
Major proposals	Between 10 and 50 dwellings or 1,000-10,000sqm commercial	Standard Rated VAT (20%)	Fair charging	£845.00
Minor proposals and other structures/developments not in the above categories	Between 1 and 9 dwellings or under 1,000sqm commercial	Standard Rated VAT (20%)	Fair charging	£570.00
<b>Written Advice</b>				
Strategic major applications	Over 50 dwellings or 10,000sqm commercial	Standard Rated VAT (20%)	Fair charging	£565.00
Major proposals	Between 10 and 50 dwellings or 1,000-10,000sqm commercial	Standard Rated VAT (20%)	Fair charging	£425.00
Minor proposals	Between 1 and 9 dwellings or under 1,000sqm commercial	Standard Rated VAT (20%)	Fair charging	£285.00
<b>Statutory Planning Fees</b>			Statutory	

Building Control	Unit	VAT	Charging Category	2020/21 Charge
For the first issue of a Completion Certificate where work has been completed/ occupied without notice to the council.		Standard Rated VAT (20%)	Cost recovery	£117.00
Copies of completion certificates, approvals, where an application number is quoted and assessment for redaction applied:	For regularisation	Non Business VAT (--%)	Cost recovery	£41.00
	Not for regularisation	Standard Rated VAT (20%)	Cost recovery	£50.00
Written response to an enquiry on works not requiring an application (e.g. confirmation of information available on the internet or provided over the telephone). Includes a search on the presence of public sewers in relation to the development where applicable.		Standard Rated VAT (20%)	Cost recovery	£50.00
Written response to a query. (Charges will therefore vary dependent on length of time taken to collate information).	Per hour or part thereof	Standard Rated VAT (20%)	Cost recovery	£65.00
Written response to a query requiring a search for information that needs input of senior staff. (Charges will therefore vary dependent on length of time taken to collate information).	Per hour or part thereof	Standard Rated VAT (20%)	Cost recovery	£65.00
Making available drawings for viewing subject to redaction and permission of copyright ownership	Per hour or part thereof	Standard Rated VAT (20%)	Cost recovery	£55.00
Returning of stamped approved copy plans to applicant following scanning of the original file		Standard Rated VAT (20%)	Cost recovery	£40.00
Administration fee for withdrawal of an application where registered but not assessed		Standard Rated VAT (20%)	Cost recovery	£40.00
Administrative fee for the return of invalid applications where the applicant does not respond within 10 days (including weekends)		Standard Rated VAT (20%)	Cost recovery	£40.00
Consultation Advice (in excess of 1 hour) - Discounted by 100% on the submission of a Building Regulations Application	Per half hour	Standard Rated VAT (20%)	Cost recovery	£40.00
Dealing with the Notification of Demolition Notices under Section 80 of the Building Act. Further charges may be incurred if a complex demolition is proposed. These charges will be based on an hourly rate of £56		Non Business VAT (--%)	Cost recovery	£65.00
Recovery of costs associated with dealing with reports of dangerous structures, where investigation or action taken:	Normal: Per hour - minimum charge	Non Business VAT (--%)	Cost recovery	£56.00
	Out of Hours: Per hour - minimum charge	Non Business VAT (--%)	Cost recovery	£82.00

Street Naming	Unit	VAT	Charging Category	2020/21 Charge
New Properties, small developments	1-5 Properties (each)	Non Business VAT (--%)	Fair charging	£72.00
New Properties, large developments	6+ Properties (each)	Non Business VAT (--%)	Fair charging	£42.00
New Street Name		Non Business VAT (--%)	Fair charging	£215.00
Renaming Existing Properties		Non Business VAT (--%)	Fair charging	£72.00
Confirmation of Postal Address		Non Business VAT (--%)	Fair charging	£46.00

Waste	Unit	VAT	Charging Category	2020/21 Charge
<b>Trade Waste &amp; Recycling</b>				
To ensure that the Council remains competitive and is commercially focused, rates levied for trade waste and trade recycling collections will be calculated based upon volumes and demand ensuring at all times that they do not fall below the cost of service provision to the authority.				
<b>Domestic Waste</b>				
Charge for supply & delivery of new or replacement waste or recycling bin of any size or colour for use at a single domestic dwelling.	per bin	Non Business VAT (0%)	Cost recovery	£31.00
Charge for supply & delivery of new or replacement 140l, 180l or 240l bin for use by multiple domestic dwellings or for a trade premise to replace a bin damaged by the customer.	per bin	Non Business VAT (0%)	Cost recovery	£43.50
Charge for supply & delivery of new or replacement 360l bin for use by multiple domestic dwellings or for a trade premise to replace a bin damaged by the customer.	per bin	Non Business VAT (0%)	Cost recovery	£69.00
Charge for supply & delivery of new or replacement 660l bin for use by multiple domestic dwellings or for a trade premise to replace a bin damaged by the customer.	per bin	Non Business VAT (0%)	Cost recovery	£280.00
Charge for supply & delivery of new or replacement 1100l bin for use by multiple domestic dwellings or for a trade premise to replace a bin damaged by the customer.	per bin	Non Business VAT (0%)	Cost recovery	£315.00
Purchase of one roll of blue sacks	roll of 16	Non Business VAT (0%)	Full commercial	£3.95
Purchase of a paper garden waste sack	Each	Non Business VAT (0%)	Full commercial	£0.70
Supply and delivery of additional Garden Waste Bin and ongoing collection	Each	Non Business VAT (0%)	Full commercial	£75.00

Cemeteries	Unit	VAT	Charging Category	2020/21 Charge
<b>Burial Plots Exclusive right of burial &amp; issue of certificate</b>				
<b>Purchase Fee</b>				
New Coffin Grave		Non Business VAT (-%)	Fair charging	£700.00
New Cremated Remains Grave		Non Business VAT (-%)	Fair charging	£350.00
Out of area fees:				
Leek Parish residents only		Non Business VAT (-%)	Fair charging	Single fees
Other Staffordshire Moorlands residents		Non Business VAT (-%)	Fair charging	Double fees
All areas outside Staffordshire Moorlands		Non Business VAT (-%)	Fair charging	Triple fees
Pre-purchased new coffin grave (Cost of interment due at time of burial)	per grave	Non Business VAT (-%)	Fair charging	£770.00
Pre-purchased cremated remains grave (Cost of interment due at time of burial)	per grave	Non Business VAT (-%)	Fair charging	£385.00
<b>Interment/burial Fees</b>				
Coffin grave for three (Leek Cemetery only)		Non Business VAT (-%)	Fair charging	£954.00
Coffin grave for two		Non Business VAT (-%)	Fair charging	£822.00
Coffin grave for one		Non Business VAT (-%)	Fair charging	£734.00
Cremated remains casket burial		Non Business VAT (-%)	Fair charging	£241.00
Lawn burial of ashes		Non Business VAT (-%)	Fair charging	£154.00
Cremation Casket in Garden of Remembrance		Non Business VAT (-%)	Fair charging	£180.00
Out of area fees:				
Leek Parish residents only		Non Business VAT (-%)	Fair charging	Single fees
Re-opened graves for those not residing in Leek Parish New graves for Staffs. Moorlands residents not residing in Leek Parish		Non Business VAT (-%)	Fair charging	Double fees
Outside Staffs. Moorlands (newly dug graves only)		Non Business VAT (-%)	Fair charging	Triple fees
<b>Interment/burial of a child (aged 0-15 years)</b>				
Child's grave or ashes grave		Non Business VAT (-%)	Free	£0.00
Child's new full size grave		Non Business VAT (-%)	Subsidised	£411.00
Child's reopened Grave		Non Business VAT (-%)	Subsidised	£367.00
Out of SMDC area child's interment fee		Non Business VAT (-%)	Nominal	£241.00
<b>Memorial permits</b>				
Permit for a new upright memorial including 1st inscription		Non Business VAT (-%)	Full commercial	£165.00
Permit for a memorial desk tablet/ vase including 1st inscription		Non Business VAT (-%)	Full commercial	£117.00
Permit for a replacement memorial		Non Business VAT (-%)	Full commercial	£117.00
Permit for an additional inscription on memorial/tablet/ vase etc.		Non Business VAT (-%)	Full commercial	£70.00
Permit for a child's "single use" memorial on any grave type		Non Business VAT (-%)	Free	Free
<b>Memorial items</b>				



Cemeteries	Unit	VAT	Charging Category	2020/21 Charge
Cast Bronze/ Granite memorial plaque (up to 75 letters)		Standard Rated VAT (20%)	Full commercial	£390.00
Cast bronze sponsored tree plaque (existing tree only)		Standard Rated VAT (20%)	Full commercial	£390.00
Sponsored memorial bench & bronze plaque	50% deposit required before order	Standard Rated VAT (20%)	Full commercial	£1,356.00
<b>Other Charges</b>				
Replacement or transfer of grave deed		Non Business VAT (-%)	Fair charging	£49.00
Search fee	Per half hour	Standard Rated VAT (20%)	Fair charging	£27.00
Grave selection requiring Cemetery Officer attendance		Non Business VAT (-%)	Fair charging	£27.00
Large coffin (both dimensions over 6' 5" and 25")		Non Business VAT (-%)	Fair charging	£72.00
Cancellation of funeral within 72 hours of burial		Non Business VAT (-%)	Fair charging	£72.00
Coffin size not confirmed within 48 hours of burial		Non Business VAT (-%)	Fair charging	£72.00
Headstone not removed from grave when requested		Non Business VAT (-%)	Fair charging	£72.00
Paperwork not received in cemetery office before burial		Non Business VAT (-%)	Fair charging	£72.00
Late arrival of funeral at cemetery (>30 minutes)		Non Business VAT (-%)	Fair charging	£72.00

Horticulture	Unit	VAT	Charging Category	2020/21 Charge
Copy of Tree Preservation Order	Per hard copy	Non Business VAT (-%)	Full commercial	£41.00
Fishing Tickets (Biddulph Grange Country Park)		Standard Rated VAT (20%)	Fair charging	£7.00
Memorial Bench in a countryside park	Purchase & Installation	Standard Rated VAT (20%)	Full commercial	£1,050.00
Memorial bench purchase and installation in a public open space	Purchase & Installation	Standard Rated VAT (20%)	Full commercial	£1,050.00
Adoption of an existing memorial bench located in a public open space	Purchase & Installation	Standard Rated VAT (20%)	Fair charging	£550.00
<b>High Hedges</b>				
High Hedge Complaints	Per complaint	Non Business VAT (-%)	Fair charging	£510.00
<b>Parks &amp; Open Space Concession</b>				
Sport / Fitness Classes	Per session	Non Business VAT (-%)	Fair charging	£6.90
<b>Park /Open Space Event Charges</b>				
Commercial Fairs - Small (< 10 items)	Admin Fee	Exempt from VAT (-%)	Full commercial	£56.50
Commercial Fairs - Small (< 10 items)	Day Rate	Exempt from VAT (-%)	Full commercial	£225.50
Commercial Fairs - Large (> 10 Items)	Admin Fee	Exempt from VAT (-%)	Full commercial	£115.00
Commercial Fairs - Large (> 10 Items)	Day Rate	Exempt from VAT (-%)	Full commercial	£430.00
Commercial Circus - Small (1- 300)	Admin Fee	Exempt from VAT (-%)	Full commercial	£56.50
Commercial Circus - Small (1- 300)	Day Rate	Exempt from VAT (-%)	Full commercial	£137.50
Commercial Circus - Large (300 +)	Admin Fee	Exempt from VAT (-%)	Full commercial	£112.50
Commercial Circus - Large (300 +)	Day Rate	Exempt from VAT (-%)	Full commercial	£370.00
Commercial Event - Small (1-500)	Admin Fee	Exempt from VAT (-%)	Full commercial	£57.00
Commercial Event - Small (1-500)	Day Rate	Exempt from VAT (-%)	Full commercial	£132.50
Commercial Event - Medium (A) (500 - 1000)	Admin Fee	Exempt from VAT (-%)	Full commercial	£85.00
Commercial Event - Medium (A) (500 - 1000)	Day Rate	Exempt from VAT (-%)	Full commercial	£260.00
Commercial Event - Medium (B) (1000 - 2000)	Admin Fee	Exempt from VAT (-%)	Full commercial	£110.00
Commercial Event - Medium (B) (1000 - 2000)	Day Rate	Exempt from VAT (-%)	Full commercial	£385.00
Commercial Event - Large (2000 - 5000)	Admin Fee	Exempt from VAT (-%)	Full commercial	£220.00
Commercial Event - Large (2000 - 5000)	Day Rate	Exempt from VAT (-%)	Full commercial	£520.00
Commercial Event - Very Large (5000 - 10,000)	Admin Fee	Exempt from VAT (-%)	Full commercial	£272.50
Commercial Event - Very Large (5000 - 10,000)	Day Rate	Exempt from VAT (-%)	Full commercial	£670.00
Commercial Event - Major (+ 10,000)	Admin Fee	Exempt from VAT (-%)	Full commercial	£545.00
Commercial Event - Major (+ 10,000)	Day Rate	Exempt from VAT (-%)	Full commercial	£980.00
Charitable Event - Some Commercial Activity<1500	Admin Fee	Exempt from VAT (-%)	Subsidised	£28.50
Charitable Event - Some Commercial Activity>1500	Admin Fee	Exempt from VAT (-%)	Subsidised	£82.50
Community Event -Some Commercial Activity <1500	Admin Fee	Exempt from VAT (-%)	Subsidised	£28.50
Community Event - Some Commercial Activity >1500	Admin Fee	Exempt from VAT (-%)	Subsidised	£82.50
Charitable Event - No commercial activity	Admin Fee	Exempt from VAT (-%)	Free	£0.00
Community Event -No Commercial Activity	Admin Fee	Exempt from VAT (-%)	Free	£0.00
Commercial Filming	Admin Fee	Exempt from VAT (-%)	Full commercial	£57.50

Horticulture	Unit	VAT	Charging Category	2020/21 Charge
Commercial Filming	Day Rate	Exempt from VAT (-%)	Full commercial	£645.00
Commercial photo shoot	Admin Fee	Exempt from VAT (-%)	Full commercial	£57.50
Commercial photo shoot	Half Day Rate	Exempt from VAT (-%)	Full commercial	£325.00
Discretionary Commercial Event	Admin Fee	Exempt from VAT (-%)	Fair charging	£57.50
Discretionary Commercial Event	Day Rate	Exempt from VAT (-%)	Fair charging	£66.00
Educational Establishments	Admin Fee	Exempt from VAT (-%)	Free	£0.00
Catering concessions - leisure sites	Admin Fee	Exempt from VAT (-%)	Full commercial	£57.50
Catering concessions - leisure sites	Day Rate	Exempt from VAT (-%)	Full commercial	£26.00
New sites for concessions - amusements	Admin Fee	Exempt from VAT (-%)	Full commercial	£57.50
New sites for concessions - amusements	Day Rate / Per Item	Exempt from VAT (-%)	Full commercial	£36.00

Street Scene	Unit	VAT	Charging Category	2020/21 Charge
Street Signs – Developers	Per Sign	Standard Rated VAT (20%)	Fair charging	£329.60
Carnivals: (quote only)	Quote	Standard Rated VAT (20%)	Fair charging	£29.50
Private sweeps (Does not include any disposal costs)	Per Hour	Standard Rated VAT (20%)	Fair charging	£60.00
Private picks (Does not include any disposal costs)	Per Hour	Standard Rated VAT (20%)	Fair charging	£51.00
Poll booths for Parishes, Town Councils and barrier erection	Per Hour	Standard Rated VAT (20%)	Fair charging	£51.00
Parish Council Works	Per Hour	Standard Rated VAT (20%)	Fair charging	£51.00
Private removal of Asbestos: (quote only)	Quote	Standard Rated VAT (20%)	Fair charging	£29.50
Graffiti: (quote only)	Quote	Standard Rated VAT (20%)	Fair charging	£29.50
Gritting	Per Hour	Standard Rated VAT (20%)	Fair charging	£51.00

Car Parks	Unit	VAT	Charging Category	2020/21 Charge
<b>Season tickets (long stay car parks)</b>				
Leek:	Per annum	Standard Rated VAT (20%)	Fair charging	£370.00
	Half yearly	Standard Rated VAT (20%)	Fair charging	£190.00
	Quarterly	Standard Rated VAT (20%)	Fair charging	£100.00
Cheadle:	Per annum	Standard Rated VAT (20%)	Fair charging	£320.00
	Half yearly	Standard Rated VAT (20%)	Fair charging	£170.00
	Quarterly	Standard Rated VAT (20%)	Fair charging	£90.00
Biddulph:	Per annum	Standard Rated VAT (20%)	Fair charging	£250.00
	Half yearly	Standard Rated VAT (20%)	Fair charging	£130.00
	Quarterly	Standard Rated VAT (20%)	Fair charging	£70.00
Smithfield Centre	Per annum	Standard Rated VAT (20%)	Fair charging	£350.00
California Car Park (proven Leek workers & Residents)	Per annum	Standard Rated VAT (20%)	Fair charging	£55.00
Buxton Road Car Park (proven Leek workers only)	Per annum	Standard Rated VAT (20%)	Fair charging	£220.00
Replacement Passes		Standard Rated VAT (20%)	Fair charging	£10.00
<b>Pay and Display</b>				
Leek: Brook Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
Leek: Buxton Road	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
	Up to 10 hours	Standard Rated VAT (20%)	Fair charging	£2.40
Leek: High Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
	Up to 10 hours	Standard Rated VAT (20%)	Fair charging	£2.40
Leek: Joliffe Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
	Up to 10 hours	Standard Rated VAT (20%)	Fair charging	£2.40
Leek: Market Place	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
Leek: Market Street East	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
Leek: Market Street West	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90

Car Parks	Unit	VAT	Charging Category	2020/21 Charge
Leek: Moorlands House	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
Leek: Queen Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
Leek: Regent Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
Leek: Silk Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
Leek: Smithfield South	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
Leek: Stockwell Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
Leek: St Edward Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
Leek: Vicarage Road/ California	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
	Up to 10 hours	Standard Rated VAT (20%)	Fair charging	£2.40
Leek: West Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.50
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.90
	Up to 10 hours	Standard Rated VAT (20%)	Fair charging	£2.40
Cheadle:Tape Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£0.90
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.40
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.80
Cheadle:Well Street	Up to 1 hour	Standard Rated VAT (20%)	Fair charging	£0.90
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£1.40
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.80
	Up to 10 hours	Standard Rated VAT (20%)	Fair charging	£2.20

Car Parks	Unit	VAT	Charging Category	2020/21 Charge
Biddulph: Wharf Road	Up to 1 Hour	Standard Rated VAT (20%)	Fair charging	£0.60
	Up to 2 hours	Standard Rated VAT (20%)	Fair charging	£0.80
	Up to 3 hours	Standard Rated VAT (20%)	Fair charging	£1.00
	Up to 10 hours	Standard Rated VAT (20%)	Fair charging	£1.80
<b>Penalty Charge Notices Off Street:</b> Two tier system depending on the seriousness of the offence				
Tier one:	Per fine	Non Business VAT (--%)	Statutory	£50.00
	If paid within 14 days	Non Business VAT (--%)	Statutory	£25.00
Tier two:	Per fine	Non Business VAT (--%)	Statutory	£70.00
	If paid within 14 days	Non Business VAT (--%)	Statutory	£35.00
Charge levied for grant of parking waiver	Vehicle per day	Standard Rated VAT (20%)	Statutory	£15.00
Charge levied for grant of parking waiver	Bay per day	Standard Rated VAT (20%)	Statutory	£15.00

Markets	Unit	VAT	Charging Category	2020/21 Charge
<b>LEEK RETAIL MARKETS</b>				
<b>Wednesday Outdoor (General Retail):</b>				
- Regular Traders	Per day	Exempt from VAT (--%)	Fair charging	£20.00
- Regulars - non attendance	Per day	Exempt from VAT (--%)	Fair charging	£10.00
- Casual Traders	Per day	Exempt from VAT (--%)	Fair charging	£23.50
<b>Wednesday Trestle (General Retail):</b>				
- Regular Traders	Per day	Exempt from VAT (--%)	Fair charging	£21.50
- Regulars - non attendance	Per day	Exempt from VAT (--%)	Fair charging	£10.75
- Casual Traders	Per day	Exempt from VAT (--%)	Fair charging	£23.50
<b>Friday Trestle (Franchised Archer Fairs)</b>				
- Per Stall	Per day	Exempt from VAT (--%)	Fair charging	£16.00
<b>Saturday Trestle (General Retail)</b>				
- Regular Traders	Per quarter	Exempt from VAT (--%)	Fair charging	£192.00
- Casual Traders	Per day	Exempt from VAT (--%)	Fair charging	£20.00
<b>Saturday Outdoor Craft (Franchised Archer Fairs)</b>				
- Per Pitch	Per day	Exempt from VAT (--%)	Fair charging	£17.50
<b>Festival of Fine Food</b>				
- Per Stall	Per day	Exempt from VAT (--%)	Fair charging	£26.00
- Per Stall	Per day (payment in advance)	Exempt from VAT (--%)	Fair charging	£21.00
<b>CHEADLE MARKETS</b>				
Cheadle Outdoor Market - Friday	Per day	Exempt from VAT (--%)	Fair charging	£20.00



Lettings	Unit	VAT	Charging Category	2020/21 Charge
All Room Booking fees exclude optional extra Facilities (Bar, Kitchen etc) - Charitable and Non Profit Making organisations subject to 20% discount - Bookings outside hours stated and commercial events by special arrangement				
<b>Moorlands House Leek</b>				
<b>Churnet Room</b> Full Day (9am - 5pm) - Monday-Friday		Standard Rated VAT (20%)	Fair charging	£121.00
<b>Churnet Room</b> Full Day (9am - 5pm) - Saturday		Standard Rated VAT (20%)	Fair charging	£175.00
<b>Churnet Room</b> Full Day + Evening (9am - 10pm) - Monday-Friday		Standard Rated VAT (20%)	Fair charging	£189.00
<b>Churnet Room</b> Full Day + Evening (9am - 10pm) - Saturday		Standard Rated VAT (20%)	Fair charging	£278.00
<b>Churnet Room</b> Monday - Friday half day charge		Standard Rated VAT (20%)	Fair charging	£62.00
<b>Churnet Room</b> Saturday (9am-12noon)		Standard Rated VAT (20%)	Fair charging	£89.00
<b>Churnet Room</b> Saturday (1pm-5pm)		Standard Rated VAT (20%)	Fair charging	£109.00
<b>Churnet Room</b> Evening (6pm - 10pm) - Monday-Friday		Standard Rated VAT (20%)	Fair charging	£124.00
<b>Churnet Room</b> Evening (6pm - 10pm) - Saturday		Standard Rated VAT (20%)	Fair charging	£174.00
<b>Trent Room</b> Full Day (9am - 5pm) - Monday-Friday		Standard Rated VAT (20%)	Fair charging	£97.00
<b>Trent Room</b> Full Day (9am - 5pm) - Saturday		Standard Rated VAT (20%)	Fair charging	£122.00
<b>Trent Room</b> Full Day + Evening (9am - 10pm) - Monday-Friday		Standard Rated VAT (20%)	Fair charging	£151.00
<b>Trent Room</b> Full Day + Evening (9am - 10pm) - Saturday		Standard Rated VAT (20%)	Fair charging	£196.00
<b>Trent Room</b> Monday - Friday half day charge		Standard Rated VAT (20%)	Fair charging	£49.00
<b>Trent Room</b> Saturday (9am-12noon)		Standard Rated VAT (20%)	Fair charging	£62.00
<b>Trent Room</b> Saturday (1pm-5pm)		Standard Rated VAT (20%)	Fair charging	£109.00
<b>Trent Room</b> Evening (6pm - 10pm) - Monday-Friday		Standard Rated VAT (20%)	Fair charging	£99.00
<b>Trent Room</b> Evening (6pm - 10pm) - Saturday		Standard Rated VAT (20%)	Fair charging	£122.00
<b>Dove Room</b> Full Day (9am - 5pm) - Monday-Friday		Standard Rated VAT (20%)	Fair charging	£109.00
<b>Dove Room</b> Full Day (9am - 5pm) - Saturday		Standard Rated VAT (20%)	Fair charging	£157.00
<b>Dove Room</b> Full Day + Evening (9am - 10pm) - Monday-Friday		Standard Rated VAT (20%)	Fair charging	£170.00
<b>Dove Room</b> Full Day + Evening (9am - 10pm) - Saturday		Standard Rated VAT (20%)	Fair charging	£251.00
<b>Dove Room</b> Monday - Friday half day charge		Standard Rated VAT (20%)	Fair charging	£57.00
<b>Dove Room</b> Saturday (9am-12noon)		Standard Rated VAT (20%)	Fair charging	£81.00
<b>Dove Room</b> Saturday (1pm-5pm)		Standard Rated VAT (20%)	Fair charging	£109.00
<b>Dove Room</b> Evening (6pm - 10pm) - Monday-Friday		Standard Rated VAT (20%)	Fair charging	£111.00
<b>Dove Room</b> Evening (6pm - 10pm) - Saturday		Standard Rated VAT (20%)	Fair charging	£157.00
<b>Dove Room</b> Excess Hours - 10pm - Midnight	Per hour	Standard Rated VAT (20%)	Fair charging	£47.00
<b>Rooms in the One Stop Shop: Tean, Rudyard, etc</b>				
Monday-Friday (Half day) between 9am and 5pm		Standard Rated VAT (20%)	Fair charging	£27.00
Monday-Friday (Full day) 9am-5pm		Standard Rated VAT (20%)	Fair charging	£50.00
<b>Moorlands House Other Facilities for Hire:</b>				
Kitchen	Per booking	Standard Rated VAT (20%)	Fair charging	£23.00
Piano	Per booking	Standard Rated VAT (20%)	Fair charging	£18.00
Bar	Per booking	Standard Rated VAT (20%)	Fair charging	£35.00
Portable Drinks Machine:	Per session	Standard Rated VAT (20%)	Fair charging	£35.00

Lettings	Unit	VAT	Charging Category	2020/21 Charge
Audio Visual Equipment: NB All prices are per booking/ session - am or pm. Whole day usage will be 2 x per item hired.				
- Overhead Projector		Standard Rated VAT (20%)	Fair charging	£23.00
- OHP Screen		Standard Rated VAT (20%)	Fair charging	£16.00
- Nobo Flipchart Easel with Paper (provide own markers)		Standard Rated VAT (20%)	Fair charging	£16.00
<b>Biddulph Town Hall</b>				
Full Day (9am - 5pm) - Monday-Friday	Per session	Exempt from VAT (--%)	Fair charging	£66.00
Full Day (9am - 5pm) - Saturday	Per session	Exempt from VAT (--%)	Fair charging	£80.00
Full Day + Evening (9am - 10pm) - Monday-Friday	Per session	Exempt from VAT (--%)	Fair charging	£126.00
Full Day + Evening (9am - 10pm) - Saturday	Per session	Exempt from VAT (--%)	Fair charging	£136.00
Morning (9am - 12noon) Monday-Friday	Per session	Exempt from VAT (--%)	Fair charging	£37.00
Morning (9am - 12noon) Saturday	Per session	Exempt from VAT (--%)	Fair charging	£39.00
Afternoon (1pm - 5pm) - Monday-Friday	Per session	Exempt from VAT (--%)	Fair charging	£37.00
Afternoon (1pm - 5pm) - Saturday	Per session	Exempt from VAT (--%)	Fair charging	£50.00
Evening (6pm - 10pm) - Monday-Friday	Per session	Exempt from VAT (--%)	Fair charging	£94.00
Evening (6pm - 10pm) - Saturday	Per session	Exempt from VAT (--%)	Fair charging	£112.00
Excess Hours - 10pm - Midnight	Per hour	Exempt from VAT (--%)	Fair charging	£47.00
Rooms A, B, C in Extension	Per half day	Exempt from VAT (--%)	Fair charging	£31.00
Rooms A, B, C in Extension	Per full day	Exempt from VAT (--%)	Fair charging	£62.00
Kitchen	Per session	Exempt from VAT (--%)	Fair charging	£23.00
Piano	Per session	Exempt from VAT (--%)	Fair charging	£18.00
Bar	Per booking	Exempt from VAT (--%)	Fair charging	£35.00

Finance	Unit	VAT	Charging Category	2020/21 Charge
<b>Financial Services</b>				
Statement of Accounts	Per copy (plus postage)	Standard Rated VAT (20%)	Cost recovery	£21.60
<b>Committee Services</b>				
Agenda	Per copy (plus postage)	Standard Rated VAT (20%)	Cost recovery	£10.00
<b>Recovery Services - Summons costs recharged</b>				
Application for summons re Liability Order:	Council Tax	Non Business VAT (--%)	Fair charging	£60.00
	Non-Domestic Rates	Non Business VAT (--%)	Fair charging	£65.00
Issue of Liability Orders:	Council Tax	Non Business VAT (--%)	Fair charging	£35.00
	Non-Domestic Rates	Non Business VAT (--%)	Fair charging	£35.00
Committal summons		Non Business VAT (--%)	Fair charging	£310.00
Arrest warrants		Non Business VAT (--%)	Fair charging	£150.00
Committal to prison		Non Business VAT (--%)	Fair charging	

Elections	Unit	VAT	Charging Category	2020/21 Charge
Purchase of Full Register (Data)	1.00	Non Business VAT (--%)	Nominal	£140.00
Purchase of Rolling register Alterations (Data)	1.00	Non Business VAT (--%)	Nominal	£193.50
Purchase of list of overseas voters (Data)	1.00	Non Business VAT (--%)	Nominal	£26.00
Purchase of Full Register (Paper)	1.00	Non Business VAT (--%)	Nominal	£410.00
Purchase of Rolling Register Alterations (Paper)	1.00	Non Business VAT (--%)	Nominal	£135.00
Purchase of list of overseas voters (Paper)	1.00	Non Business VAT (--%)	Nominal	£30.00

Environmental Crime (statutory charges correct at time of budget setting)	Unit	VAT	Charging Category	2020/21 Charge
<b>Fixed Penalty Notices (FPN)</b>				
Unlawful repairs / sale of vehicle on roads:	Full FPN	Non Business VAT (--%)	Statutory	£100.00
	If paid within 10 working days	Non Business VAT (--%)	Statutory	£60.00
Abandoning a vehicle:	Full FPN	Non Business VAT (--%)	Statutory	£200.00
	If paid within 10 working days	Non Business VAT (--%)	Statutory	£120.00
Depositing litter:	Full FPN	Non Business VAT (--%)	Statutory	£120.00
	If paid within 10 working days	Non Business VAT (--%)	Statutory	£100.00
Unauthorised distribution of free printed matter:	Full FPN	Non Business VAT (--%)	Statutory	£120.00
	If paid within 10 working days	Non Business VAT (--%)	Statutory	£100.00
Criminal Damage and fly-posting:	Full FPN	Non Business VAT (--%)	Statutory	£120.00
	If paid within 10 working days	Non Business VAT (--%)	Statutory	£100.00
Failure to produce authority (waste carrier's licence)	Full FPN	Non Business VAT (--%)	Statutory	£300.00
Failure to furnish documentation (waste transfer notes)	Full FPN	Non Business VAT (--%)	Statutory	£300.00
Failure to remove dog faeces from land forthwith:	Full FPN	Non Business VAT (--%)	Statutory	£100.00
	If paid within 10 working days	Non Business VAT (--%)	Statutory	£75.00
Not putting, and keeping, a dog on a lead when directed to do so by an authorised officer:	Full FPN	Non Business VAT (--%)	Statutory	£100.00
	If paid within 10 working days	Non Business VAT (--%)	Statutory	£75.00
Permitting a dog to enter land from which dogs are excluded:	Full FPN	Non Business VAT (--%)	Statutory	£100.00
	If paid within 10 working days	Non Business VAT (--%)	Statutory	£75.00
Not keeping a dog on a lead in a designated area:	Full FPN	Non Business VAT (--%)	Statutory	£100.00
	If paid within 10 working days	Non Business VAT (--%)	Statutory	£75.00
Smoke & Carbon Monoxide Alarm (England) Regulations 2015:	Full FPN	Non Business VAT (--%)	Statutory	£5,000.00
	If paid within 14 working days	Non Business VAT (--%)	Statutory	£2,500.00
Health Act 2006 Smoking in a smoke free designated vehicle or area:	Full FPN	Non Business VAT (--%)	Statutory	£50.00
	if Paid within 15 Days	Non Business VAT (--%)	Statutory	£30.00
Health Act 2006 Failure to Display appropriate smoke free signage as dictated by law:	Full FPN	Non Business VAT (--%)	Statutory	£200.00
	if Paid within 15 Days	Non Business VAT (--%)	Statutory	£150.00
Fly-tipping		Non Business VAT (--%)	Statutory	£400.00
	If Paid within 10 Days	Non Business VAT (--%)	Statutory	£300.00
Household Waste Receptacles		Non Business VAT (--%)	Statutory	£60.00
	If Paid within 10 Days	Non Business VAT (--%)	Statutory	£40.00

Community (statutory charges correct at time of budget setting)	Unit	VAT	Charging Category	2020/21 Charge
<b>Anti-Social Behaviour, Crime &amp; Policing Act 2014</b>				
Failure to comply with a Community Protection Notice:	Full FPN	Non Business VAT (-- %)	Statutory	£100.00
	If paid within 10 working days	Non Business VAT (-- %)	Statutory	£75.00
Failure to comply with a Public Spaces Protection Order:	Full FPN	Non Business VAT (-- %)	Statutory	£100.00
	If paid within 10 working days	Non Business VAT (-- %)	Statutory	£75.00