

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**COMMUNITY SERVICES****GREEN SPACES & AMENITIES****CEMETERIES****Interment Fees**

Under 1 year	no charge		no charge				
Over 1 year - 17 years	339.00	3.00	349.00	-	349.00	zero	1-Apr-24
18 years and over	1,299.00	3.00	1,338.00	-	1,338.00	zero	1-Apr-24
Where Casket is used	1,509.00	3.00	1,554.00	-	1,554.00	zero	1-Apr-24
Where Vault is used	1,509.00	3.00	1,554.00	-	1,554.00	zero	1-Apr-24
Interment after appointed time	219.00	3.00	226.00	-	226.00	zero	1-Apr-24
Interment of cremated remains	263.00	3.00	271.00	-	271.00	zero	1-Apr-24

**Interment Fees - Public Grave**

Over 1 year - 17 years	213.00	3.00	219.00	-	219.00	zero	1-Apr-24
18 years and over	436.00	3.00	449.00	-	449.00	zero	1-Apr-24
Service in Cemetery Chapel	162.00	3.00	167.00	-	167.00	zero	1-Apr-24
NHS Charge (pre-term)	78.00	3.00	80.00	-	80.00	zero	1-Apr-24

**Removal & Replacement**

Headstones (remove and re-fix to National Association of Memorial Masons standards)	202.00	3.00	208.00	-	208.00	zero	1-Apr-24
Sidestones	166.00	3.00	171.00	-	171.00	zero	1-Apr-24
Chippings	101.00	3.00	104.00	-	104.00	zero	1-Apr-24

**Right to Erect Memorials**

Headstone (900mm maximum)(including first inscription)	205.00	3.00	211.00	35.17	175.83	20.00	1-Apr-24
Wooden Cross	54.00	3.00	56.00	9.33	46.67	20.00	1-Apr-24
Vase without inscription and under 300 mm	FOC	3.00	FOC		FOC		
Otherwise	102.00	3.00	105.00	17.50	87.50	20.00	1-Apr-24
Inscription (each)	54.00	3.00	56.00	9.33	46.67	20.00	1-Apr-24

**Construction**

Vault - Single Space/Depth	2,561.00	3.00	2,638.00	-	2,638.00	zero	1-Apr-24
Vault - Double Space	At Cost		At Cost	-	At Cost	zero	

is this construction (Vatable) or right to contract (Non Vatable)

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<b><u>Exclusive Right of Burial</u></b>								
<b>Burnley</b>								
Row 1 - 4	1,176.00	3.00	1,211.00	-	1,211.00	zero	1-Apr-24	
Lawn Section	1,446.00	3.00	1,489.00	-	1,489.00	zero	1-Apr-24	
Half Grave (for burial of ashes only)	466.00	3.00	480.00	-	480.00	zero	1-Apr-24	
Any other row	1,176.00	3.00	1,211.00	-	1,211.00	zero	1-Apr-24	
Additional charge for Vault	738.00	3.00	760.00	-	760.00	zero	1-Apr-24	
Purchase of above by Non-Resident of Burnley Borough								
<b>Miscellaneous</b>								
Search of Register	FOC		FOC		FOC			
<b><u>Padiham Garden of Remembrance</u></b>								
Use of Memorial Stone	134.00	3.00	138.00	-	138.00	zero	1-Apr-24	
Use of Niche for one person	248.00	3.00	255.00	-	255.00	zero	1-Apr-24	
Additional remains in Niche	156.00	3.00	161.00	-	161.00	zero	1-Apr-24	
<b><u>CREMATORIUM</u></b>								
<b><u>Cremation</u></b>								
Under 1 year	no charge		no charge					
Over 1 year - 17 years	244.00	3.00	251.00	-	251.00	zero	1-Apr-24	
18 years and over	852.00	3.00	878.00	-	878.00	zero	1-Apr-24	
Direct Cremation (before 9.30am, no chapel service)	455.00	3.00	469.00	-	469.00	zero	1-Apr-24	
Medical Referee	19.00	3.00	20.00	-	20.00	zero	1-Apr-24	
Additional fee for Saturday & 12.30 additional time	235.00	3.00	242.00	-	242.00	zero	1-Apr-24	
NHS Charge (pre-term)	36.00	3.00	37.00	-	37.00	zero	1-Apr-24	
<b><u>Entries in Book of Remembrance</u></b>								
2 line	117.00	3.00	121.00	20.17	100.83	20.00	1-Apr-24	
5 line	182.00	3.00	187.00	31.17	155.83	20.00	1-Apr-24	
8 line	268.00	3.00	276.00	46.00	230.00	20.00	1-Apr-24	
5 line with flower emblem	251.00	3.00	259.00	43.17	215.83	20.00	1-Apr-24	
5 line with Badge	279.00	3.00	287.00	47.83	239.17	20.00	1-Apr-24	
6 line with Coat of Arms	358.00	3.00	369.00	61.50	307.50	20.00	1-Apr-24	
<b><u>Remembrance Cards</u></b>								
With 2 line inscription	72.00	3.00	74.00	12.33	61.67	20.00	1-Apr-24	
With 5 line inscription	85.00	3.00	88.00	14.67	73.33	20.00	1-Apr-24	
With 8 line inscription	116.00	3.00	119.00	19.83	99.17	20.00	1-Apr-24	
Additional 2 line inscription	43.00	3.00	44.00	7.33	36.67	20.00	1-Apr-24	
Additional 5 line inscription	57.00	3.00	59.00	9.83	49.17	20.00	1-Apr-24	
Additional 8 line inscription	66.00	3.00	68.00	11.33	56.67	20.00	1-Apr-24	
Additional cost for flower emblem (only with 5 or 8 line entry)	72.00	3.00	74.00	12.33	61.67	20.00	1-Apr-24	
<b><u>Retaining of Ashes</u></b>								
After 1 month (per month)	76.00	3.00	78.00	-	78.00	zero	1-Apr-24	
<b><u>Scattering of Ashes</u></b>								
Cremation not at Burnley	76.00	3.00	78.00	-	78.00	zero	1-Apr-24	
<b><u>Memorial Wall</u></b>								
Lakeland stone plaque	580.00	3.00	597.00	99.50	497.50	20.00	1-Apr-24	
(plus lettering per letter - existing walls only, new walls subject to)	3.00	3.00	3.00	0.50	2.50	20.00	1-Apr-24	

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new price list								
Additional inscription admin charge (plus lettering)	44.00	3.00	45.00	7.50	37.50	20.00	1-Apr-24	
Emblem	42.00	3.00	43.00	7.17	35.83	20.00	1-Apr-24	
Renewal of lease at end of agreement per 5 years	79.00	3.00	81.00	13.50	67.50	20.00	1-Apr-24	
<b><u>Tree of Remembrance</u></b>								
Engraved Remembrance Leaf	63.00	3.00	65.00	10.83	54.17	20.00	1-Apr-24	
<b><u>Ash Plots</u></b>								
Exclusive right of burial (40 years)	466.00	3.00	480.00	80.00	400.00	20.00	1-Apr-24	
Interment fee	263.00	3.00	271.00	45.17	225.83	20.00	1-Apr-24	
Right to erect memorial	295.00	3.00	304.00	50.67	253.33	20.00	1-Apr-24	
Foundation	26.00	3.00	27.00	4.50	22.50	20.00	1-Apr-24	
<b><u>PARKS - OUTDOOR SPORTS ACTIVITIES &amp; EVENTS</u></b>								
<b><u>Events - Towneley Park</u></b>								
Local Organisations	189.80	3.00	195.50	32.58	162.92	20.00	1-Apr-24	
Non Resident Organisation - per event	484.15	3.00	498.65	83.11	415.54	20.00	1-Apr-24	
Funfair Events	POA		POA					
<b><u>Towneley Park</u></b>								
Cricket	62.30	3.00	64.15	10.69	53.46	20.00	1-Apr-24	

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**Football pitches (from 1st August each year)**

**Grade A - (changing, showers & attendant)**

Prairie, Fennyfold, Towneley

62.30      3.00      64.15      10.69      53.46      20.00      1-Apr-24

**Grade B (pitch only)**

Queens Park, Worsthorne, Stoneyholme, Hapton

43.75      3.00      45.05      7.51      37.54      20.00      1-Apr-24

**Barden Central Arena**

Burnley United A F C per season

n/a                      not charged in lieu of cleaning and management

**Junior Football**

Hire of Junior pitch

13.55      3.00      13.95      2.33      11.62      20.00      1-Apr-24

Use of changing accommodation only

13.55      3.00      13.95      2.33      11.62      20.00      1-Apr-24

**ALLOTMENTS**

Allotment Rent per m<sup>2</sup>

0.30      3.00      0.31      -      0.31      zero      1-Apr-24

Concessionary Rental (50%)

0.15      3.00      0.15      -      0.15      zero      1-Apr-24

Water

16.15      3.00      16.65      -      16.65      zero      1-Apr-24

Admin fee for setting up of new tenancy agreements

13.50      3.00      13.90      2.32      11.58      20.00      1-Apr-24

**Note : Allotments users require 3 months notice of any price increases.**

**TOWNELEY**

**Car Parking - Pay & Display**

Riverside - per day

2.00      -      2.00      0.33      1.67      20.00      1-Apr-24

Towneley Hall - per hour

0.80      -      0.80      0.13      0.67      20.00      1-Apr-24

9 Hole Golf - per day

2.00      -      2.00      0.33      1.67      20.00      1-Apr-24

Causeway End / Golf Course - per day

2.00      -      2.00      0.33      1.67      20.00      1-Apr-24

Barwise per day

2.00      -      2.00      0.33      1.67      20.00      1-Apr-24

Woodgroove - per day

2.00      -      2.00      0.33      1.67      20.00      1-Apr-24

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<b>Car Parking - Contracts (per annum)</b>								
Towneley Hall	81.10	-	81.10	13.52	67.58	20.00	1-Apr-24	
Riverside	53.20	-	53.20	8.87	44.33	20.00	1-Apr-24	
Barwise	53.20	-	53.20	8.87	44.33	20.00	1-Apr-24	
Woodgrove	81.10	-	81.10	13.52	67.58	20.00	1-Apr-24	
<b><u>TOWNELEY HALL</u></b>								
<b><u>Guided Tours</u></b>								
Local Links Subscription Scheme for Schools - per annum	245.60	3.00	252.95	42.16	210.79	20.00	1-Apr-24	
Daytime - per person	8.95	3.00	9.20	1.53	7.67	20.00	1-Apr-24	
Evening - per person	13.45	3.00	13.85	2.31	11.54	20.00	1-Apr-24	
School Groups per person - half day	2.80	3.00	2.90	0.48	2.42	20.00	1-Apr-24	
School Groups per person - full day	5.60	3.00	5.75	0.96	4.79	20.00	1-Apr-24	
<b><u>Use of Hall</u></b>								
Commercial Photography	336.00	3.00	346.00	57.67	288.33	20.00	1-Apr-24	
Filming Fees	1,120.00	3.00	1,154.00	192.33	961.67	20.00	1-Apr-24	
Great Hall (by negotiation) fees start from	672.00	3.00	692.00	115.33	576.67	20.00	1-Apr-24	*
up to	1,120.00	3.00	1,154.00	192.33	961.67	20.00	1-Apr-24	*
Regency Rooms Daytime Events (by negotiation) fees start from	672.00	3.00	692.00	115.33	576.67	20.00	1-Apr-24	*
up to	1,120.00	3.00	1,154.00	192.33	961.67	20.00	1-Apr-24	*
Regency Rooms Evening Events (by negotiation) fees start from	672.00	3.00	692.00	115.33	576.67	20.00	1-Apr-24	*
up to	1,120.00	3.00	1,154.00	192.33	961.67	20.00	1-Apr-24	*
Lecture Theatre (by negotiation) fees start from	112.00	3.00	115.00	19.17	95.83	20.00	1-Apr-24	
up to	336.00	3.00	346.00	57.67	288.33	20.00	1-Apr-24	
Great Hall & both Regency Rooms (by negotiation) fees start from	560.00	3.00	577.00	96.17	480.83	20.00	1-Apr-24	*
up to	3,919.00	3.00	4,037.00	672.83	3,364.17	20.00	1-Apr-24	*

\* 50% discount for Charities

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<b><u>Conferences &amp; Meetings</u></b>								
Lecture Theatre Room Hire - fees start from	112.00	3.00	115.35	19.23	96.12	20.00	1-Apr-24	*
up to	335.90	3.00	346.00	57.67	288.33	20.00	1-Apr-24	*
Tea & Coffee per person per serving	1.10	3.00	1.15	0.19	0.96	20.00	1-Apr-24	
* 50% discount for Charities								
<b><u>Wedding Charges</u></b>								
Regency Rooms - ceremony only fees start from	392.00	3.00	404.00	67.33	336.67	20.00	1-Apr-24	
up to	1,679.00	3.00	1,729.00	288.17	1,440.83	20.00	1-Apr-24	
Great Hall & Regency Rooms ceremony & afternoon reception up to 7pm								
fees start from	560.00	3.00	577.00	96.17	480.83	20.00	1-Apr-24	
up to	3,919.00	3.00	4,037.00	672.83	3,364.17	20.00	1-Apr-24	
Photography - grounds/formal gardens	67.00	3.00	69.00	11.50	57.50	20.00	1-Apr-24	
Photography - grounds/formal gardens & inside	112.00	3.00	115.00	19.17	95.83	20.00	1-Apr-24	
<b><u>Entrance Fees</u></b>								
Adult - 12 month pass - 50% reduction in fee between October 22 and Jan 25 due to building works	2.50	-	2.50	0.42	2.08	20.00	1-Apr-24	*
50% reduction on wedding & event days due to rooms being closed								
* Free admission for children and students								
<b><u>THOMPSON PARK</u></b>								
<b>Car Parking - Pay &amp; Display</b>								
Thompson Park - per day	2.50	-	2.50	0.42	2.08	20.00	1-Apr-24	
<b>Car Parking - Contracts</b>								
Thompson Park - per annum	80.00	-	80.00	13.33	66.67	20.00	1-Apr-24	
<b><u>BANK HALL</u></b>								
MIPERMIT Parking - per hour (first 2 hours free)	0.50	-	0.50	0.08	0.42	20.00	1-Apr-24	

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**STREETSCENE**

**CAR PARKING CHARGES**

The current strategy is to increase car parking charges every two years.

**Short Stay Car Parks**

Elizabeth St / Grimshaw St / Standish St / Parker Lane /  
William Thompson / Orchard Bridge / Cow Lane 1 & 2 / Pioneer 1 /  
Sutcliffe St / Thomas St

0-1 hour	Monday - Saturday	1.10	-	1.10	0.18	0.92	20.00	1-Apr-24
1-2 hours		1.70	-	1.70	0.28	1.42	20.00	1-Apr-24
2-3 hours		2.20	-	2.20	0.37	1.83	20.00	1-Apr-24
3 Hours plus		5.90	-	5.90	0.98	4.92	20.00	1-Apr-24
Sundays & Bank Holidays		Free		Free				
Disabled pass holders - up to 3 hrs		Free		Free				

**Disabled pass holders - over 3 hrs - charges apply as above**

**Victoria**

0-1 hour	Saturday only	1.10	-	1.10	0.18	0.92	20.00	1-Apr-24
1-2 hours		1.70	-	1.70	0.28	1.42	20.00	1-Apr-24
2-3 hours		2.20	-	2.20	0.37	1.83	20.00	1-Apr-24
3 Hours plus		5.90	-	5.90	0.98	4.92	20.00	1-Apr-24
Sundays & Bank Holidays		Free		Free				
Disabled pass holders - up to 3 hrs		Free		Free				

**Disabled pass holders - over 3 hrs - charges apply as above**

**Pioneer 2 / King St**

0-1 hour	Monday - Saturday	1.10	-	1.10	0.18	0.92	20.00	1-Apr-24
1-2 hours		1.70	-	1.70	0.28	1.42	20.00	1-Apr-24
2-3 hours		2.20	-	2.20	0.37	1.83	20.00	1-Apr-24
3 Hours plus		4.00	-	4.00	0.67	3.33	20.00	1-Apr-24
Sundays & Bank Holidays		Free		Free				

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Disabled pass holders - up to 3 hrs	Free		Free					
<b>Disabled pass holders - over 3 hrs - charges apply as above</b>								
<b>Charter Walk Surface Car Park</b>								
0-1 hour	1.00	-	1.00	0.17	0.83	20.00	1-Apr-24	
1-2 hours	1.50	-	1.50	0.25	1.25	20.00	1-Apr-24	
2-3 hours	2.00	-	2.00	0.33	1.67	20.00	1-Apr-24	
3-4 hours	2.50	-	2.50	0.42	2.08	20.00	1-Apr-24	
Daily Charge	8.00	-	8.00	1.33	6.67	20.00	1-Apr-24	
0-2 hours	1.00	-	1.00	0.17	0.83	20.00	1-Apr-24	
Over 2 hours	2.00	-	2.00	0.33	1.67	20.00	1-Apr-24	
<b>Millenium Multi-Storey Car Park</b>								
0-1 hour	1.00	-	1.00	0.17	0.83	20.00	1-Apr-24	
1-2 hours	1.50	-	1.50	0.25	1.25	20.00	1-Apr-24	
2-3 hours	2.00	-	2.00	0.33	1.67	20.00	1-Apr-24	
3-4 hours	2.50	-	2.50	0.42	2.08	20.00	1-Apr-24	
Daily Charge	3.00	-	3.00	0.50	2.50	20.00	1-Apr-24	
<b>Long Stay Car Parks</b>								
<b>Finsley Gate 2 / Centenary Way</b>								
Monday - Saturday per visit	4.00	-	4.00	0.67	3.33	20.00	1-Apr-24	
Sundays & Bank Holidays	Free		Free					
Disabled pass holders - up to 3 hrs	Free		Free					
<b>Disabled pass holders - over 3 hrs - charges apply as above</b>								
<b>Contracts</b>								
<b>Finsley Gate 1, 2 &amp; 3 / King St / Bank Parade / Pioneer 2 / Centenary Way</b>								
<b>William Thompson / Royle Road</b>								
per quarter Monday to Friday (inclusive)	195.00	-	195.00	32.50	162.50	20.00	1-Apr-24	
per quarter Monday to Saturday (inclusive)	234.00	-	234.00	39.00	195.00	20.00	1-Apr-24	
<b>Millenium Multi-Storey Car Park</b>								
per Calendar Month Monday to Saturday	40.00	-	40.00	6.67	33.33	20.00	1-Apr-24	
<b>Other Contracts Charges</b>								
Staff Car Parking Charges - Operational (per annum)	312.80	-	312.80	52.13	260.67	20.00	1-Apr-24	
Staff Car Parking Charges - Non-Operational (per annum)	359.40	-	359.40	59.90	299.50	20.00	1-Apr-24	
Part Time Employees / Members Car Parking Charges	pro rata		pro rata					
<b>PEST CONTROL &amp; WASTE</b>								
<b>Pest Control *</b>								
Flea & Bed Bug Sprays	60.20	3.00	62.00	10.33	51.67	20.00	1-Apr-24	
Wasps Nests	60.20	3.00	62.00	10.33	51.67	20.00	1-Apr-24	
Commercial	67.20	11.60	75.00	12.50	62.50	20.00	1-Apr-24	
			* Charges start from					
<b>Waste &amp; Recycling Collection Containers</b>								
Replacement per residual waste and recycling wheeled bin	33.50	3.00	34.50	-	34.50	zero	1-Apr-24	
Residual waste and recycling wheeled bin at new build properties	33.50	3.00	34.50	-	34.50	zero	1-Apr-24	
Recycling Box & Lid	FOC		FOC					
White Sacks	FOC		FOC					
First green waste wheeled bin	FOC		FOC					
Additional green waste wheeled bin	33.50	3.00	34.50	-	34.50	zero	1-Apr-24	



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Provision of 1100L container for new build apartments/flats	455.90	3.00	469.60	78.27	391.33	20.00	1-Apr-24	
Annual charge for Green Waste Collection*	40.00	-	40.00	-	40.00	zero	1-Apr-24	
<b><u>Bulky &amp; White Goods</u> (One collection covers one white good or up to four bulky items)</b>								
Charge per collection	15.00	3.00	15.40	-	15.40	zero	1-Apr-24	
<b><u>Back Yard Clearances</u></b>								
Back Yard Clearances								

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<b>Fixed Penalty Notices</b>								
Littering	80.00	25.00	100.00	-	100.00	zero	1-Apr-24	
Side Waste / Waste Receptables / Failing to Manage Waste - Higher	75.00	-	75.00	-	75.00	zero	1-Apr-24	
Side Waste / Waste Receptables / Failing to Manage Waste - Lower	75.00	-	75.00	-	75.00	zero	1-Apr-24	
Graffiti / Fly Posting	100.00	-	100.00	-	100.00	zero	1-Apr-24	
Fly Tipping - Higher	1,000.00	-	1,000.00	-	1,000.00	zero	1-Apr-24	
Fly Tipping - Lower	200.00	-	200.00	-	200.00	zero	1-Apr-24	
Public Space Protection Order (PSPO)	100.00	-	100.00	-	100.00	zero	1-Apr-24	
Failure to produce a Waste Carriers License	300.00	-	300.00	-	300.00	zero	1-Apr-24	
Commercial Waste	300.00	-	300.00	-	300.00	zero	1-Apr-24	
Dog Fouling (PSPO)	100.00	-	100.00	-	100.00	zero	1-Apr-24	
Dog Control (PSPO)	50.00	-	50.00	-	50.00	zero	1-Apr-24	
Abandoned Vehicles	200.00	-	200.00	-	200.00	zero	1-Apr-24	
<b>Penalty Charge Notices</b>								
Car Parking - Lower	50.00	3.00	52.00	-	52.00	zero	1-Apr-24 *	
Car Parking - Higher	70.00	3.00	72.00	-	72.00	zero	1-Apr-24 *	
* 50% discount if paid within 14 days								
<b>Default Works - Property repair works</b>								
Full Cost plus charge for staff time & administration	n/a				Officer time now accounted for instead			
<b>Chargeable Commercial Waste*</b>								
<u>Annual Contract</u>								
Container Costs	271.40	3.00	279.50	-	279.50	zero	1-Apr-24	
General Waste Sack - Roll 25 Sacks	54.90	(8.90)	50.00	-	50.00	zero	1-Apr-24	
240L bin - per bin lift	7.50	6.00	8.00	-	8.00	zero	1-Apr-24	
360L bin - per bin lift	10.00	5.00	10.50	-	10.50	zero	1-Apr-24	
660L bin - per bin lift	14.00	5.00	14.70	-	14.70	zero	1-Apr-24	
1100L bin - per bin lift	20.00	5.00	21.00	-	21.00	zero	1-Apr-24	
Recycling Annual Contract - Weekly Collections	240.00	-	240.00	-	240.00	zero	1-Apr-24	
* Charges start from								
<b>STREET RENAMING &amp; NUMBERING</b>								
Change of a house name / number	56.00	3.00	58.00	-	58.00	zero	1-Apr-24	
Change of a building name	112.00	3.00	115.00	-	115.00	zero	1-Apr-24	
Change of a street name	224.00	3.00	231.00	-	231.00	zero	1-Apr-24	
- plus charge per property for a change of street name	22.00	3.00	23.00	-	23.00	zero	1-Apr-24	
<b>LICENSING</b>								
rounded to nearest £1								
<b>Other Licensing</b>								
Dog Kennels - Boarding New - 1 year (New 2018 Animal Welfare Regulation) *	209.00	3.00	215.00	-	215.00	zero	1-Apr-24	
2 year *	278.00	3.00	286.00	-	286.00	zero	1-Apr-24	
3 year *	314.00	3.00	323.00	-	323.00	zero	1-Apr-24	
Dog Kennels - Boarding Renew - 1 year (New 2018 Animal Welfare Regulation) *	205.00	3.00	211.00	-	211.00	zero	1-Apr-24	
2 year *	275.00	3.00	283.00	-	283.00	zero	1-Apr-24	
3 year *	311.00	3.00	320.00	-	320.00	zero	1-Apr-24	
Catteries - Boarding New - 1 year (New 2018 Animal Welfare Regulation) *	209.00	3.00	215.00	-	215.00	zero	1-Apr-24	
2 year *	278.00	3.00	286.00	-	286.00	zero	1-Apr-24	
3 year *	314.00	3.00	323.00	-	323.00	zero	1-Apr-24	
Catteries - Boarding Renew - 1 year (New 2018 Animal Welfare Regulation) *	205.00	3.00	211.00	-	211.00	zero	1-Apr-24	
2 year *	275.00	3.00	283.00	-	283.00	zero	1-Apr-24	

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
3 year *	311.00	3.00	320.00	-	320.00	zero	1-Apr-24	
* where an establishment runs both a dog kennel and a cattery then the relevant dog kennel <b>and</b> cattery fees apply								
Home Boarder New - 1 year (New 2018 Animal Welfare Regulation)	174.00	3.00	179.00	-	179.00	zero	1-Apr-24	
2 year	235.00	3.00	242.00	-	242.00	zero	1-Apr-24	
3 year	267.00	3.00	275.00	-	275.00	zero	1-Apr-24	
Home Boarder Renew - 1 year (New 2018 Animal Welfare Regulation)	170.00	3.00	175.00	-	175.00	zero	1-Apr-24	
2 year	231.00	3.00	238.00	-	238.00	zero	1-Apr-24	
3 year	263.00	3.00	271.00	-	271.00	zero	1-Apr-24	
Dog Creche New - 1 year (New 2018 Animal Welfare Regulation)	207.00	3.00	213.00	-	213.00	zero	1-Apr-24	
2 year	276.00	3.00	284.00	-	284.00	zero	1-Apr-24	
3 year	312.00	3.00	321.00	-	321.00	zero	1-Apr-24	
Dog Creche Renew - 1 year (New 2018 Animal Welfare Regulation)	204.00	3.00	210.00	-	210.00	zero	1-Apr-24	
2 year	273.00	3.00	281.00	-	281.00	zero	1-Apr-24	
3 year	309.00	3.00	318.00	-	318.00	zero	1-Apr-24	

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Dog Breeder New** - 1 year (New 2018 Animal Welfare Regulation)	163.00	3.00	168.00	-	168.00	zero	1-Apr-24	
2 year	225.00	3.00	232.00	-	232.00	zero	1-Apr-24	
3 year	256.00	3.00	264.00	-	264.00	zero	1-Apr-24	
Dog Breeder Renew - 1 year (New 2018 Animal Welfare Regulation)	203.00	3.00	209.00	-	209.00	zero	1-Apr-24	
2 year	265.00	3.00	273.00	-	273.00	zero	1-Apr-24	
3 year	296.00	3.00	305.00	-	305.00	zero	1-Apr-24	
Pet Selling New - 1 year (New 2018 Animal Welfare Regulation)	196.00	3.00	202.00	-	202.00	zero	1-Apr-24	
2 year	264.00	3.00	272.00	-	272.00	zero	1-Apr-24	
3 year	298.00	3.00	307.00	-	307.00	zero	1-Apr-24	
Pet Selling Renew - 1 year (New 2018 Animal Welfare Regulation)	192.00	3.00	198.00	-	198.00	zero	1-Apr-24	
2 year	260.00	3.00	268.00	-	268.00	zero	1-Apr-24	
3 year	293.00	3.00	302.00	-	302.00	zero	1-Apr-24	
Hiring Horses New** - 1 year (New 2018 Animal Welfare Regulation)	107.00	3.00	110.00	-	110.00	zero	1-Apr-24	
2 year	183.00	3.00	188.00	-	188.00	zero	1-Apr-24	
3 year	221.00	3.00	228.00	-	228.00	zero	1-Apr-24	
Hiring Horses Renew** - 1 year (New 2018 Animal Welfare Regulation)	107.00	3.00	110.00	-	110.00	zero	1-Apr-24	
2 year	183.00	3.00	188.00	-	188.00	zero	1-Apr-24	
3 year	221.00	3.00	228.00	-	228.00	zero	1-Apr-24	
Train/exhibit animal - 3 year (New 2018 Animal Welfare Regulation)	169.00	3.00	174.00	-	174.00	zero	1-Apr-24	
Zoo** - 6 year	520.00	3.00	536.00	-	536.00	zero	1-Apr-24	
4 year	469.00	3.00	483.00	-	483.00	zero	1-Apr-24	
Dangerous Wild Animals**- 2 year (New 2018 Animal Welfare Regulation)	188.00	3.00	194.00	-	194.00	zero	1-Apr-24	
Unsuccessful appeal against star rating**	130.00	3.00	134.00	-	134.00	zero	1-Apr-24	
Minor Variation of licence (no inspection)	30.00	3.00	31.00	-	31.00	zero	1-Apr-24	
Minor Variation of licence (inspection)	105.00	3.00	108.00	-	108.00	zero	1-Apr-24	
Re-evaluation of star rating of animal welfare licence**	130.00	3.00	134.00	-	134.00	zero	1-Apr-24	
** plus vets inspection fee								
Skin Piercing/Cosmetic Treatment Establishment	156.00	3.00	160.70	-	160.70	zero	1-Apr-24	
Skin Piercers Personal Registration	51.35	3.00	52.90	-	52.90	zero	1-Apr-24	
Personal Registration - Special Cosmetic Treatments (once adopted)	51.35	3.00	52.90	-	52.90	zero	1-Apr-24	
Second hand goods dealer	85.65	3.00	88.20	-	88.20	zero	1-Apr-24	
Health Certificate	48.75	3.00	50.20	-	50.20	zero	1-Apr-24	
Request to show unclassified films	541.10	3.00	557.35	-	557.35	zero	1-Apr-24	
Sex Shop	2,514.35	3.00	2,589.80	-	2,589.80	zero	1-Apr-24	
Renewal of sex shop licence	647.95	3.00	667.40	-	667.40	zero	1-Apr-24	
New Sexual Entertainment Venue Licence	6,686.40	3.00	6,887.00	-	6,887.00	zero	1-Apr-24	
Renewal of a Sexual Entertainment Venue Licence	3,151.60	3.00	3,246.15	-	3,246.15	zero	1-Apr-24	
Transfer of a Sexual Entertainment Venue Licence	771.45	3.00	794.60	-	794.60	zero	1-Apr-24	
Variation of a Sexual Entertainment Venue Licence	514.35	3.00	529.80	-	529.80	zero	1-Apr-24	
Grant of Scrap Metal Dealers Site Licence (3 years)	391.65	3.00	403.40	-	403.40	zero	1-Apr-24	
Renewal of Scrap Metal Dealers Site Licence (3 years)	391.65	3.00	403.40	-	403.40	zero	1-Apr-24	
Variation of Scrap Metal Dealers Site Licence	171.30	3.00	176.45	-	176.45	zero	1-Apr-24	
New Scrap Metal Collectors Licence (3 years)	226.45	3.00	233.25	-	233.25	zero	1-Apr-24	
Renewal of Scrap Metal Collectors Licence (3years)	226.45	3.00	233.25	-	233.25	zero	1-Apr-24	

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Variation of Scrap Metal Collectors Licence	171.30	3.00	176.45	-	176.45	zero	1-Apr-24	
<u>Street Trading Consents</u>								
12 Months	893.80	3.00	920.60	-	920.60	zero	1-Apr-24	
6 Months	473.10	3.00	487.30	-	487.30	zero	1-Apr-24	
3 Months	276.05	3.00	284.35	-	284.35	zero	1-Apr-24	
1 Month	144.50	3.00	148.85	-	148.85	zero	1-Apr-24	
Special Event Consents (permitting up to 6 days trading per calendar month)								
12 Months	247.45	3.00	254.85	-	254.85	zero	1-Apr-24	
6 Months	163.45	3.00	168.35	-	168.35	zero	1-Apr-24	
3 Months	120.90	3.00	124.55	-	124.55	zero	1-Apr-24	
1 Month	92.95	3.00	95.75	-	95.75	zero	1-Apr-24	
<b><u>Taxi Licensing (Note: Test fee income is collected by testing station &amp; is therefore not included in the tariff)</u></b>								
<b>Fees for 2024 were considered by Licensing Committee at their meeting in November 2023</b>								
Private Hire Driver - 1 Year Licence	100.00	-	100.00	-	100.00	exempt	n/a	
Private Hire Driver - 3 Year Licence	237.00	-	237.00	-	237.00	exempt	n/a	
Hackney Carriage Driver - 1 Year Licence	102.00	-	102.00	-	102.00	exempt	n/a	
Hackney Carriage Driver - 3 Year Licence	243.00	-	243.00	-	243.00	exempt	n/a	
Dual Driver Licence Discount	45.00	-	45.00	-	45.00	exempt	n/a	
Private Hire Operator - 1 Year Licence - single vehicle at private address	261.00	-	261.00	-	261.00	exempt	n/a	
Private Hire Operator - 5 Year Licence - single vehicle at private address	1,250.00	-	1,250.00	-	1,250.00	exempt	n/a	
Private Hire Operator - 1 Year Licence	447.00	-	447.00	-	447.00	exempt	n/a	
Private Hire Operator - 5 Year Licence	2,156.00	-	2,156.00	-	2,156.00	exempt	n/a	
Private Hire Vehicle (now all 4 month licences)	41.00	-	41.00	-	41.00	exempt	n/a	
Hackney Carriage Vehicle (now all 4 month licences)	62.00	-	62.00	-	62.00	exempt	n/a	
Private Hire Operator > 50 Vehicles - 5 Year Licence	2,372.00	-	2,372.00	-	2,372.00	exempt	n/a	
Private Hire Operator > 50 Vehicles - 1 Year Licence	525.00	-	525.00	-	525.00	exempt	n/a	
Replacement vehicle plate	23.30	3.00	24.00	-	24.00	exempt	1-Apr-24	
Replacement Plate Platform	6.95	3.00	7.15	-	7.15	exempt	1-Apr-24	
Window stickers	8.70	3.00	8.95	-	8.95	exempt	1-Apr-24	
Hackney roundel/Private Hire Door Signs	9.90	3.00	10.20	-	10.20	exempt	1-Apr-24	
Lanyard	4.95	3.00	5.10	-	5.10	exempt	1-Apr-24	
Badge holder	3.55	3.00	3.65	-	3.65	exempt	1-Apr-24	
Replacement badge	13.95	3.00	14.35	-	14.35	exempt	1-Apr-24	
Plate buttons	2.45	3.00	2.50	-	2.50	exempt	1-Apr-24	
Operator booking Registers	2.35	3.00	2.40	-	2.40	exempt	1-Apr-24	
CRB admin fee	6.15	3.00	6.35	-	6.35	exempt	1-Apr-24	
Insurance or 3rd party letters	27.45	3.00	28.25	-	28.25	exempt	1-Apr-24	
Insurance Correspondence	80.75	3.00	83.15	-	83.15	exempt	1-Apr-24	

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Grant of Personal Licence	37.00	Statutory	37.00	-	37.00	exempt	n/a	
Replacement of lost/stolen licence	10.50	Statutory	10.50	-	10.50	exempt	n/a	
Minor Variations	89.00	Statutory	89.00	-	89.00	exempt	n/a	
<b><u>Premises Licences - Up to a Capacity of 5,000 persons</u></b>								
<b><u>Grant/Variation</u></b>								
<b>Rateable Value</b>								
Band A - No Rateable Value	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Band A - less than £4,300	100.00	Statutory	100.00	-	100.00	exempt	n/a	
Band B - £4,300 to £33,000	190.00	Statutory	190.00	-	190.00	exempt	n/a	
Band C - £33,001 to £87,000	315.00	Statutory	315.00	-	315.00	exempt	n/a	
Band D - £87,001 to £125,000	450.00	Statutory	450.00	-	450.00	exempt	n/a	
Band E - Over £125,000	635.00	Statutory	635.00	-	635.00	exempt	n/a	
<b><u>Annual Fee</u></b>								
<b>Rateable Value</b>								
Band A - No Rateable Value	70.00	Statutory	70.00	-	70.00	exempt	n/a	
Band A - less than £4,300	70.00	Statutory	70.00	-	70.00	exempt	n/a	
Band B - £4,300 to £33,000	180.00	Statutory	180.00	-	180.00	exempt	n/a	
Band C - £33,001 to £87,000	295.00	Statutory	295.00	-	295.00	exempt	n/a	
Band D - £87,001 to £125,000	320.00	Statutory	320.00	-	320.00	exempt	n/a	
Band E - Over £125,000	350.00	Statutory	350.00	-	350.00	exempt	n/a	
<b><u>Premises Licences - Additional Fees where Capacity exceeds 5,000 persons</u></b>								
<b><u>Initial Fee</u></b>								
Occupancy:								
5,000 - 9,999	1,000.00	Statutory	1,000.00	-	1,000.00	exempt	n/a	
10,000 - 14,999	2,000.00	Statutory	2,000.00	-	2,000.00	exempt	n/a	
15,000 - 19,999	4,000.00	Statutory	4,000.00	-	4,000.00	exempt	n/a	
20,000 - 29,999	8,000.00	Statutory	8,000.00	-	8,000.00	exempt	n/a	
30,000 - 39,999	16,000.00	Statutory	16,000.00	-	16,000.00	exempt	n/a	
40,000 - 49,999	24,000.00	Statutory	24,000.00	-	24,000.00	exempt	n/a	
50,000 - 59,999	32,000.00	Statutory	32,000.00	-	32,000.00	exempt	n/a	
60,000 - 69,999	40,000.00	Statutory	40,000.00	-	40,000.00	exempt	n/a	
70,000 - 79,999	48,000.00	Statutory	48,000.00	-	48,000.00	exempt	n/a	
80,000 - 89,999	56,000.00	Statutory	56,000.00	-	56,000.00	exempt	n/a	
Over 90,000	64,000.00	Statutory	64,000.00	-	64,000.00	exempt	n/a	

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**Annual Fee**

Occupancy:

5,000 - 9,999	500.00	Statutory	500.00	-	500.00	exempt	n/a
10,000 - 14,999	1,000.00	Statutory	1,000.00	-	1,000.00	exempt	n/a
15,000 - 19,999	2,000.00	Statutory	2,000.00	-	2,000.00	exempt	n/a
20,000 - 29,999	4,000.00	Statutory	4,000.00	-	4,000.00	exempt	n/a
30,000 - 39,999	8,000.00	Statutory	8,000.00	-	8,000.00	exempt	n/a
40,000 - 49,999	12,000.00	Statutory	12,000.00	-	12,000.00	exempt	n/a
50,000 - 59,999	16,000.00	Statutory	16,000.00	-	16,000.00	exempt	n/a
60,000 - 69,999	20,000.00	Statutory	20,000.00	-	20,000.00	exempt	n/a
70,000 - 79,999	24,000.00	Statutory	24,000.00	-	24,000.00	exempt	n/a
80,000 - 89,999	28,000.00	Statutory	28,000.00	-	28,000.00	exempt	n/a
Over 90,000	32,000.00	Statutory	32,000.00	-	32,000.00	exempt	n/a

**Premises Licences - Exclusively / Primarily supplying Alcohol**

**Initial Fee**

**Rateable Value**

Band D - £87,001 to £125,000 : 2 x the Premises Licence	900.00	Statutory	900.00	-	900.00	exempt	n/a
Band E - over £125,000 : 3 x the Premises Licence	1,905.00	Statutory	1,905.00	-	1,905.00	exempt	n/a

**Annual Fee - Exclusively/Primarily supplying Alcohol**

**Rateable Value**

Band D - £87,001 to £125,000 : 2 x the Premises Licence	640.00	Statutory	640.00	-	640.00	exempt	n/a
Band E - over £125,000 : 3 x the Premises Licence	1,050.00	Statutory	1,050.00	-	1,050.00	exempt	n/a

**Annual Fee**

**Rateable Value**

Band A - No Rateable Value	100.00	Statutory	100.00	-	100.00	exempt	n/a
Band A - less than £4,300	100.00	Statutory	100.00	-	100.00	exempt	n/a
Band B - £4,300 to £33,000	190.00	Statutory	190.00	-	190.00	exempt	n/a
Band C - £33,001 to £87,000	315.00	Statutory	315.00	-	315.00	exempt	n/a
Band D - £87,001 to £125,000	450.00	Statutory	450.00	-	450.00	exempt	n/a
Band E - Over £125,000	635.00	Statutory	635.00	-	635.00	exempt	n/a

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**Premises Licenses - Other**

**Annual Fee**

**Application**

S.25 - Theft, loss etc. of premises licence or summary	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.29 - Application for a provisional statement where premises being built	315.00	Statutory	315.00	-	315.00	exempt	n/a
S.33 - Notification of change of name or address	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.37 - Application to vary licence to specify individual as premises supervisor	23.00	Statutory	23.00	-	23.00	exempt	n/a
S.42 - Application for transfer of premises licence	23.00	Statutory	23.00	-	23.00	exempt	n/a
S.47 - Interim authority notice following death etc. of licence holder	23.00	Statutory	23.00	-	23.00	exempt	n/a
S.79 - Theft, loss etc. of certificate or summary	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.82 - Notification of change of name or alteration of rules of club	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.83(1) / (2) - Change of relevant registered address of club	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.100 - Temporary event notice	21.00	Statutory	21.00	-	21.00	exempt	n/a
S.100 - Late Temporary event notice	21.00	Statutory	21.00	-	21.00	exempt	n/a
S.110 - Theft, loss etc. of temporary event notice	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.117 - Application for a grant or renewal of personal licence (10 yrs)	37.00	Statutory	37.00	-	37.00	exempt	n/a
S.126 - Theft, loss etc. of personal licence	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.127 - Duty to notify change of name or address	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.178 - Right of freeholder etc. to be notified of licensing matters	21.00	Statutory	21.00	-	21.00	exempt	n/a

Rounded to nearest £1

Note: MAX denotes that the fee is currently at the statutory maximum

**Gambling Premises**

**Bingo Premises**

New & Provisional Statement	3,000.00	MAX	3,000.00	-	3,000.00	exempt	n/a	MAX
Annual Fee	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	1,063.00	3.00	1,095.00	-	1,095.00	exempt	1-Apr-24	
Variation	1,420.00	3.00	1,463.00	-	1,463.00	exempt	1-Apr-24	
Transfer	1,063.00	3.00	1,095.00	-	1,095.00	exempt	1-Apr-24	
Re-instatement	1,200.00	MAX	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX



	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<b>Betting Premises</b>								
New & Provisional Statement	3,015.00	3.00	3,105.00	-	3,105.00	exempt	1-Apr-24	
Annual Fee	600.00	MAX	600.00	-	600.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	1,063.00	3.00	1,095.00	-	1,095.00	exempt	1-Apr-24	
Variation	1,420.00	3.00	1,463.00	-	1,463.00	exempt	1-Apr-24	
Transfer	1,063.00	3.00	1,095.00	-	1,095.00	exempt	1-Apr-24	
Re-instatement	1,200.00	MAX	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX
<b>Betting Premises (Tracks)</b>								
New & Provisional Statement	2,500.00	MAX	2,500.00	-	2,500.00	exempt	n/a	MAX
Annual Fee	1,000.00	MAX	1,000.00	-	1,000.00	exempt	1-Apr-24	MAX
Licence for Provisional Statement Holder	950.00	MAX	950.00	-	950.00	exempt	n/a	MAX
Variation	1,250.00	MAX	1,250.00	-	1,250.00	exempt	n/a	MAX
Transfer	950.00	MAX	950.00	-	950.00	exempt	1-Apr-24	MAX
Re-instatement	950.00	MAX	950.00	-	950.00	exempt	1-Apr-24	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX
<b>Family Entertainment Centre</b>								
New & Provisional Statement	2,000.00	MAX	2,000.00	-	2,000.00	exempt	n/a	MAX
Annual Fee	750.00	MAX	750.00	-	750.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	950.00	MAX	950.00	-	950.00	exempt	n/a	MAX
Variation	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Transfer	950.00	MAX	950.00	-	950.00	exempt	n/a	MAX
Re-instatement	950.00	MAX	950.00	-	950.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<b>Adult Gaming Centre</b>								
New & Provisional Statement	2,000.00	MAX	2,000.00	-	2,000.00	exempt	n/a	MAX
Annual Fee	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	1,063.00	3.00	1,095.00	-	1,095.00	exempt	1-Apr-24	
Variation	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Transfer	1,063.00	3.00	1,095.00	-	1,095.00	exempt	1-Apr-24	
Re-instatement	1,200.00	MAX	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX
<u>Lotteries</u>								
Small Society Lottery Grant	40.00	Statutory	40.00	-	40.00	exempt		
Small Society Lottery Annual Fee	20.00	Statutory	20.00	-	20.00	exempt		
<b>Gaming in Pubs and Clubs</b>								
Licensed Premises Gaming Machine Notification	50.00	Statutory	50.00	-	50.00	exempt		
Licensed Premises Gaming Machine Permit (existing operator)	100.00	Statutory	100.00	-	100.00	exempt		
Licensed Premises Gaming Machine Permit (in all other cases)	150.00	Statutory	150.00	-	150.00	exempt		
Licensed Premises Gaming Machine Permit Variation	100.00	Statutory	100.00	-	100.00	exempt		
Licensed Premises Gaming Machine Permit Transfer	25.00	Statutory	25.00	-	25.00	exempt		
Licensed Premises Gaming Machine Permit Change of Name	25.00	Statutory	25.00	-	25.00	exempt		
Licensed Premises Gaming Machine Permit Copy of Permit	15.00	Statutory	15.00	-	15.00	exempt		
Club Gaming Machine Permit Grant	200.00	Statutory	200.00	-	200.00	exempt		
Club Gaming Machine Permit Grant (Existing Club Premises Cert. Holder)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Machine Permit Grant (Club Prem. Cert. Holder with current Part 2 or 3 Licence)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Machine Permit Existing Operator Grant	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Machine Permit Variation	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Machine Permit Renewal	200.00	Statutory	200.00	-	200.00	exempt		
Club Gaming Machine Permit Renewal (Club Premises Cert. Holder)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Machine Permit Copy Permit	15.00	Statutory	15.00	-	15.00	exempt		
Club Gaming Permit Grant	200.00	Statutory	200.00	-	200.00	exempt		
Club Gaming Permit Grant (Club Prens. Cert. Holder with current Part 2 or 3 Licence)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Permit Grant (Existing Operator)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Permit Variation	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Permit Renewal	200.00	Statutory	200.00	-	200.00	exempt		
Club Gaming Permit Renewal (Club Premises Certificate Holder)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Permit Copy Certificate	15.00	Statutory	15.00	-	15.00	exempt		
Annual fee for all Gaming Machine Permits	50.00	Statutory	50.00	-	50.00	exempt		

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**LOCAL AIR POLLUTION PREVENTION & CONTROL (LAPPC)**

Reduced fee activities are: Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil Burners under 0.4 MW.

**Application Fee**

Standard Process	1,650.00	Statutory	1,650.00	-	1,650.00	zero
Additional fee for operating without a permit	1,188.00	Statutory	1,188.00	-	1,188.00	zero
PVRI, SWOBs and Dry Cleaners reduced fee activities	155.00	Statutory	155.00	-	155.00	zero
PVR I & II combined	257.00	Statutory	257.00	-	257.00	zero
Other reduced fee activities	362.00	Statutory	362.00	-	362.00	zero
Reduced fee activities: Additional fee for operating without a permit	71.00	Statutory	71.00	-	71.00	zero
Mobile screening & crushing plant for the 1st & 2nd applications	1,650.00	Statutory	1,650.00	-	1,650.00	zero
For the 3rd to 7th applications	985.00	Statutory	985.00	-	985.00	zero
For the 8th and subsequent applications	498.00	Statutory	498.00	-	498.00	zero

**Note: where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts**

**Annual Subsistence Charge**

Standard process Low						
(+ £99 if permit for combined Part B & waste installation)	772.00	Statutory	772.00	-	772.00	zero
Standard process Medium						
(+ £149 if permit for combined Part B & waste installation)	1,161.00	Statutory	1,161.00	-	1,161.00	zero
Standard process High						
(+ £198 if permit for combined Part B & waste installation)	1,747.00	Statutory	1,747.00	-	1,747.00	zero
Reduced Fee activities - Low	79.00	Statutory	79.00	-	79.00	zero
Reduced Fee activities - Medium	158.00	Statutory	158.00	-	158.00	zero
Reduced Fee activities - High	237.00	Statutory	237.00	-	237.00	zero
PVR I & II combined - Low	113.00	Statutory	113.00	-	113.00	zero
PVR I & II combined - Medium	226.00	Statutory	226.00	-	226.00	zero
PVR I & II combined - High	341.00	Statutory	341.00	-	341.00	zero
Other reduced fee activities - Low	228.00	Statutory	228.00	-	228.00	zero
Other reduced fee activities - Medium	365.00	Statutory	365.00	-	365.00	zero
Other reduced fee activities - High	548.00	Statutory	548.00	-	548.00	zero
Mobile screening & crushing plant for 1st & 2nd permits - Low	626.00	Statutory	626.00	-	626.00	zero
Mobile screening & crushing plant for 1st & 2nd permits - Medium	1,034.00	Statutory	1,034.00	-	1,034.00	zero
Mobile screening & crushing plant for 1st & 2nd permits - High	1,551.00	Statutory	1,551.00	-	1,551.00	zero
For the 3rd to 7th permits - Low	385.00	Statutory	385.00	-	385.00	zero
For the 3rd to 7th permits - Medium	617.00	Statutory	617.00	-	617.00	zero
For the 3rd to 7th permits - High	924.00	Statutory	924.00	-	924.00	zero
For the 8th and subsequent permits - Low	198.00	Statutory	198.00	-	198.00	zero
For the 8th and subsequent permits - Medium	314.00	Statutory	314.00	-	314.00	zero
For the 8th and subsequent permits - High	473.00	Statutory	473.00	-	473.00	zero
Late payment fee	52.00	Statutory	52.00	-	52.00	zero

**Note: Where a Part B Installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts**

**Transfer and Surrender**

Standard process transfer	162.00	Statutory	162.00	-	162.00	zero
Standard process partial transfer	476.00	Statutory	476.00	-	476.00	zero
New operator at low risk reduced fee activity	75.00	Statutory	75.00	-	75.00	zero
Surrender: all Part B activities	-	Statutory	-	-	-	zero
Reduced fee activities: transfer	-	Statutory	-	-	-	zero

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Reduced fee activities: partial transfer	45.00	Statutory	45.00	-	45.00	zero		
<b>Temporary transfer for mobiles</b>								
First transfer	51.00	Statutory	51.00	-	51.00	zero		
Repeat following enforcement or warning	51.00	Statutory	51.00	-	51.00	zero		
<b>Substantial Change</b>								
Standard process	1,005.00	Statutory	1,005.00	-	1,005.00	zero		
Standard process where the substantial change results in a new PPC activity	1,579.00	Statutory	1,579.00	-	1,579.00	zero		
Reduced fee activities	98.00	Statutory	98.00	-	98.00	zero		

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<b>LAPPC mobile plant charges</b>								
Application Fee - 1 permit	1,650.00	Statutory	1,650.00	-	1,650.00	zero		
Application Fee - 2 permits	1,650.00	Statutory	1,650.00	-	1,650.00	zero		
Application Fee - 3 permits	985.00	Statutory	985.00	-	985.00	zero		
Application Fee - 4 permits	985.00	Statutory	985.00	-	985.00	zero		
Application Fee - 5 permits	985.00	Statutory	985.00	-	985.00	zero		
Application Fee - 6 permits	985.00	Statutory	985.00	-	985.00	zero		
Application Fee - 7 permits	985.00	Statutory	985.00	-	985.00	zero		
Application Fee - 8 permits and over	498.00	Statutory	498.00	-	498.00	zero		
Subsistence Fee - 1 permit - Low	626.00	Statutory	626.00	-	626.00	zero		
Subsistence Fee - 2 permits - Low	626.00	Statutory	626.00	-	626.00	zero		
Subsistence Fee - 3 permits - Low	385.00	Statutory	385.00	-	385.00	zero		
Subsistence Fee - 4 permits - Low	385.00	Statutory	385.00	-	385.00	zero		
Subsistence Fee - 5 permits - Low	385.00	Statutory	385.00	-	385.00	zero		
Subsistence Fee - 6 permits - Low	385.00	Statutory	385.00	-	385.00	zero		
Subsistence Fee - 7 permits - Low	385.00	Statutory	385.00	-	385.00	zero		
Subsistence Fee - 8 permits and over - Low	198.00	Statutory	198.00	-	198.00	zero		
Subsistence Fee - 1 permit - Med	1,034.00	Statutory	1,034.00	-	1,034.00	zero		
Subsistence Fee - 2 permits - Med	1,034.00	Statutory	1,034.00	-	1,034.00	zero		
Subsistence Fee - 3 permits - Med	617.00	Statutory	617.00	-	617.00	zero		
Subsistence Fee - 4 permits - Med	617.00	Statutory	617.00	-	617.00	zero		
Subsistence Fee - 5 permits - Med	617.00	Statutory	617.00	-	617.00	zero		
Subsistence Fee - 6 permits - Med	617.00	Statutory	617.00	-	617.00	zero		
Subsistence Fee - 7 permits - Med	617.00	Statutory	617.00	-	617.00	zero		
Subsistence Fee - 8 permits and over - Med	314.00	Statutory	314.00	-	314.00	zero		
Subsistence Fee - 1 permit - High	1,551.00	Statutory	1,551.00	-	1,551.00	zero		
Subsistence Fee - 2 permits - High	1,551.00	Statutory	1,551.00	-	1,551.00	zero		
Subsistence Fee - 3 permits - High	924.00	Statutory	924.00	-	924.00	zero		
Subsistence Fee - 4 permits - High	924.00	Statutory	924.00	-	924.00	zero		
Subsistence Fee - 5 permits - High	924.00	Statutory	924.00	-	924.00	zero		
Subsistence Fee - 6 permits - High	924.00	Statutory	924.00	-	924.00	zero		
Subsistence Fee - 7 permits - High	924.00	Statutory	924.00	-	924.00	zero		
Subsistence Fee - 8 permits and over - High	473.00	Statutory	473.00	-	473.00	zero		

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**LOCAL AUTHORITY - INTEGRATED POLLUTION PREVENTION AND CONTROL LA-IPPC**

**Note: Every subsistence charge in the fees below includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation**

Application	3,363.00	Statutory	3,363.00	-	3,363.00	zero	
Additional fee for operating without a permit	1,188.00	Statutory	1,188.00	-	1,188.00	zero	
Annual Subsistence - Low	1,343.00	Statutory	1,343.00	-	1,343.00	zero	
Annual Subsistence - Medium	1,507.00	Statutory	1,507.00	-	1,507.00	zero	
Annual Subsistence - High	2,230.00	Statutory	2,230.00	-	2,230.00	zero	
Late payment fee	52.00	Statutory	52.00	-	52.00	zero	
Substantial variation	1,368.00	Statutory	1,368.00	-	1,368.00	zero	
Transfer	235.00	Statutory	235.00	-	235.00	zero	
Partial Transfer	698.00	Statutory	698.00	-	698.00	zero	
Surrender	698.00	Statutory	698.00	-	698.00	zero	

**Environment Agency Subsistence Fees for Discharge to Controlled Waters**

Charge Band A - Where permit conditions contain numerical water discharge limits other than for the pollutants or parameters listed in bands B and C	2,270.00	Statutory	2,270.00	-	2,270.00	zero	
Charge Band B - Where permit conditions contain numerical water discharge limits for BOD, COD(3) or ammonia	760.00	Statutory	760.00	-	760.00	zero	
Charge Band C - Where permit conditions contain numerical limits for water flow, volume, suspended solids, pH, temperature, or oil or grease	222.00	Statutory	222.00	-	222.00	zero	
Charge Band D - Where conditions are included in a permit which do not fall within any of the descriptions in bands A-C (e.g. descriptive conditions)	66.00	Statutory	66.00	-	66.00	zero	

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<b>Private Water Supply Sampling</b>								
Sampling Visit per hour (to max of £100)	35.00	3.00	36.00	-	36.00	zero	1-Apr-24	
Risk Assessment Visit per hour (to max of £500)	35.00	3.00	36.00	-	36.00	zero	1-Apr-24	
Investigation Visit per hour (to max of £100)	35.00	3.00	36.00	-	36.00	zero	1-Apr-24	
Temporary Authorisation to Breach Standard (to max of £100)	35.00	3.00	36.00	-	36.00	zero	1-Apr-24	
Domestic Supply Sample (to max of £25)	27.00	3.00	28.00	-	28.00	zero	1-Apr-24	
Commercial Supply Monitoring Sample (to max of £100)	58.00	3.00	60.00	-	60.00	zero	1-Apr-24	
Commercial Supply Audit Sample (to max of £500)								
	<b>Range from £45 to £500 depending on parameters sampled</b>							
<b>Environmental Health</b>								
Fixed Penalty Notice (Smoke Control)	175.00	3.00	180.25	-	180.25	zero	1-Apr-24	
FHRS Re-rating Visit (on-line application)	150.00	3.00	154.50	-	154.50	zero	1-Apr-24	
FHRS Re-rating Visit (posting application)	155.00	3.00	159.65	-	159.65	zero	1-Apr-24	
Tattooist/Skin Piercing Rating Scheme Initial Visit & Training	117.65	3.00	121.20	-	121.20	zero	1-Apr-24	
Tattooist/Skin Piercing Rating Scheme Revisit	58.85	3.00	60.60	-	60.60	zero	1-Apr-24	
Tattooist/Skin Piercing Rating Scheme Annual Inspection	70.55	3.00	72.65	-	72.65	zero	1-Apr-24	
Pre Licence/Registration/Permit Advisory Visit	74.15	3.00	76.35	-	76.35	zero	1-Apr-24	
Data Protection Act Letters	50.00	3.00	51.50	-	51.50	zero	1-Apr-24	
Hourly rate for business advice/guidance	35.00	3.00	36.05	-	36.05	zero	1-Apr-24	

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**HOUSING & DEVELOPMENT CONTROL**

**HOUSING**

**Grants**

Disabled Facilities Grants Administration	1,140.00	3.00	1,174.20	1,174.20	195.70	978.50	20.00	1-Apr-24
Emergency Works	1,140.00	3.00	1,174.20	1,174.20	195.70	978.50	20.00	1-Apr-24
Heating Rebate	60.00	3.00	61.80	61.80	-	61.80	zero	1-Apr-24
Safe and Secure	268.50	3.00	276.56	276.55	46.09	230.46	20.00	1-Apr-24
Declutter and Clean	292.50	3.00	301.28	301.30	50.22	251.08	20.00	1-Apr-24
Home Replacement Grant	124.50	3.00	128.24	128.25	21.38	106.87	20.00	1-Apr-24
Relocation Grant	124.50	3.00	128.24	128.25	21.38	106.87	20.00	1-Apr-24

**Immigration Act**

Immigration Act Entry Clearance Inspection	83.00	3.00	85.49	85.50	14.25	71.25	20.00	1-Apr-24
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**Enforcement Notices Under Housing Act 2004**

Single Dwelling (cost based on staff time & surveys carried out)	Range between £200 and £470							zero
House in Multiple Occupation (cost based on staff time & surveys carried out)	Range between £200 and £470							zero

**HMO Licensing**

Payment Upon Application	519.00	3.00	534.57	535.00	89.17	445.83	20.00	1-Apr-24
Deduct 30% for licence holder accredited by GLAS	362.00	3.00	372.86	373.00	62.17	310.83	20.00	1-Apr-24
Payment Upon Granting the Licence	377.00	3.00	388.31	388.00	64.67	323.33	20.00	1-Apr-24
Deduct 30% for licence holder accredited by GLAS	264.00	3.00	271.92	272.00	45.33	226.67	20.00	1-Apr-24

**Mobile Home Fit and Proper Person Assessment**

Assessment	305.00	3.00	314.15	314.00	52.33	261.67	20.00	1-Apr-24
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**Selective Licensing OnLine**

**New Application Fee**

Upon Application	370.00	Fixed	370.00	370.00	-	370.00	zero
Upon Granting the Licence	345.00	Fixed	345.00	345.00	-	345.00	zero
Total	715.00	Fixed	715.00	715.00		715.00	zero

**Renewal/Additional Property Fee**

Upon Application	340.00	Fixed	340.00	340.00		340.00	zero
Upon Granting the Licence	301.00	Fixed	301.00	301.00		301.00	zero
Total	641.00	Fixed	641.00	641.00		641.00	zero



2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**Selective Licensing Paper**

**New Application Fee**

Upon Application	405.00	Fixed	405.00	405.00	405.00	zero		
Upon Granting the Licence	345.00	Fixed	345.00	345.00	345.00	zero		
Total	750.00	Fixed	750.00	750.00	750.00	zero		

**Renewal/Additional Property Fee**

Upon Application	370.00	Fixed	370.00	370.00	370.00	zero		
Upon Granting the Licence	300.00	Fixed	300.00	300.00	300.00	zero		
Total	670.00	Fixed	670.00	670.00	670.00	zero		

Please note:

Accredited Landlords have a 30% reduction on the application and property fee.  
There is a £100 reduction if complete within three months of the start of the designation.

**£20 reduction for submitting completed applications online.**

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<b>PLANNING SERVICES</b>									
<b>Copying Charges</b>									
<b>Plotter Copies - Black &amp; White</b>									
A0	6.85	3.00	7.06	7.05	-	7.05	zero	1-Apr-24	
A1	5.55	3.00	5.72	5.70	-	5.70	zero	1-Apr-24	
A2	4.10	3.00	4.22	4.20	-	4.20	zero	1-Apr-24	
<b>Plotter Copies - Colour</b>									
A0	10.95	3.00	11.28	11.30	-	11.30	zero	1-Apr-24	
A1	8.30	3.00	8.55	8.55	-	8.55	zero	1-Apr-24	
A2	6.85	3.00	7.06	7.05	-	7.05	zero	1-Apr-24	
A3 & A4	1.65	3.00	1.70	1.70	-	1.70	zero	1-Apr-24	
A minimum handling charge of £1.50 is payable if documents are forwarded by post.									
Approval Notices & Habitation Certificates (per sheet)	0.10	3.00	0.10	0.10	-	0.10	zero	1-Apr-24	
Scanned copy of Decision Notice/S106	8.10	3.00	8.34	8.35	-	8.35	zero	1-Apr-24	
	<b>rounded to nearest £1</b>								
Location Plans supplied under Ordnance Survey, Planning & Building Control Scheme (per set)	43.00	3.00	44.29	44.00	-	44.00	zero	1-Apr-24	
	<b>rounded to nearest £1</b>								
<b>Former Local Plan</b>									
Burnley Local Plan Second Review	58.00	3.00	59.74	60.00	-	60.00	zero	1-Apr-24	
Set of Proposals Maps (4)	23.00	3.00	23.69	24.00	-	24.00	zero	1-Apr-24	
<b>Current Planning Policy Documents (including drafts)</b>									
Local Development Scheme	5.00	3.00	5.15	5.00	-	5.00	zero	1-Apr-24	
Annual Monitoring Report	22.00	3.00	22.66	23.00	-	23.00	zero	1-Apr-24	
SCI	FOC			FOC		FOC			
Burnley's Local Plan 2018 (all versions) (price each)	35.00	3.00	36.05	36.00	-	36.00	zero	1-Apr-24	
Set of Policies Maps (2)	22.00	3.00	22.66	23.00	-	23.00	zero	1-Apr-24	
Supplementary Planning Documents - SPDs & SPGs (price each)	11.00	3.00	11.33	11.00	-	11.00	zero	1-Apr-24	
Sustainability Appraisal (all versions) (price each)	79.00	3.00	81.37	81.00	-	81.00	zero	1-Apr-24	
Habitats Regulations Assessments (price each)	11.00	3.00	11.33	11.00	-	11.00	zero	1-Apr-24	
Sustainability Appraisal Scoping Report	22.00	3.00	22.66	23.00	-	23.00	zero	1-Apr-24	

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<b>Associated Documents (A4 only)</b>									
Sustainability Appraisal (all versions) (price each)	79.00	3.00	81.37	81.00	-	81.00	zero	1-Apr-24	
Habitats Regulations Assessments (price each)	11.00	3.00	11.33	11.00	-	11.00	zero	1-Apr-24	
Sustainability Appraisal Scoping Report	22.00	3.00	22.66	23.00	-	23.00	zero	1-Apr-24	
Retail & Leisure Study 2005 (price each)	218.00	3.00	224.54	225.00	-	225.00	zero	1-Apr-24	
Retail Office & Leisure Study 2013	57.00	3.00	58.71	59.00	-	59.00	zero	1-Apr-24	
Burnley Employment Land Study Demand Update 2014	22.00	3.00	22.66	23.00	-	23.00	zero	1-Apr-24	
Strategic Flood Risk (Level 1)	114.00	3.00	117.42	117.00	-	117.00	zero	1-Apr-24	
Burnley SHMA 2016	35.00	3.00	36.05	36.00	-	36.00	zero	1-Apr-24	
Burnley SHMA Update Nov 2018	15.00	3.00	15.45	15.00	-	15.00	zero	1-Apr-24	
Local Plan Viability Assessment 2017	35.00	3.00	36.05	36.00	-	36.00	zero	1-Apr-24	
Burnley & Pendle GTAA 2012	11.00	3.00	11.33	11.00	-	11.00	zero	1-Apr-24	
Burnley SHLAA - Report Only	35.00	3.00	36.05	36.00	-	36.00	zero	1-Apr-24	
Burnley SHLAA - Including Maps (A3 or above)	57.00	3.00	58.71	59.00	-	59.00	zero	1-Apr-24	
<b>Other</b>									
All Other Related Documents:									
Black & White - Price per side - A4	0.10	3.00	0.10	0.10	-	0.10	zero	1-Apr-24	
Black & White - Price per side - A3	0.20	3.00	0.21	0.20	-	0.20	zero	1-Apr-24	
Colour - Price per side - A4	0.20	3.00	0.21	0.20	-	0.20	zero	1-Apr-24	
Colour - Price per side - A3	0.55	3.00	0.57	0.55	-	0.55	zero	1-Apr-24	
Planning History Search (up to 2 entries)	11.00	3.00	11.33	11.00	-	11.00	zero	1-Apr-24	
Planning History Search (up to 4 entries)	23.00	3.00	23.69	24.00	-	24.00	zero	1-Apr-24	
Planning History Search (5 to 9 entries)	37.00	3.00	38.11	38.00	-	38.00	zero	1-Apr-24	
Planning History Search (10 plus entries)	48.00	3.00	49.44	49.00	-	49.00	zero	1-Apr-24	
<b>Self &amp; Custom Build Register</b>									
Listing on register per year up to 3 years	110.00	3.00	113.30	113.00		113.00	zero	1-Apr-24	

**Pre-Planning Application Fees**

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Significant Major Development Proposal	1,200.00	-	1,200.00	1,200.00	200.00	1,000.00	20.00	1-Apr-24	
Further Meeting to above (or an hourly rate agreed in advance)	312.00	3.00	321.36	321.00	53.50	267.50	20.00	1-Apr-24	
Major Development Proposal	800.00	-	800.00	800.00	133.33	666.67	20.00	1-Apr-24	
Further Meeting to above (or an hourly rate agreed in advance)	156.00	3.00	160.68	161.00	26.83	134.17	20.00	1-Apr-24	
Minor Development Proposal	400.00	-	400.00	400.00	66.67	333.33	20.00	1-Apr-24	
Further Meeting to above (or an hourly rate agreed in advance)	77.00	3.00	79.31	79.00	13.17	65.83	20.00	1-Apr-24	
Householder Development Proposal (written advice only)	90.00	-	90.00	90.00	15.00	75.00	20.00	1-Apr-24	
Householder Development Proposal (with site visit)	135.00	-	135.00	135.00	22.50	112.50	20.00	1-Apr-24	
Other Development (adverts, trees, LBC, priors) Proposals (written advice)	100.00	-	100.00	100.00	16.67	83.33	20.00	1-Apr-24	
Other Development (adverts, trees, LBC, priors) Proposals (with site visit)	145.00	-	145.00	145.00	24.17	120.83	20.00	1-Apr-24	

**PLANNING APPLICATION FEES (fees are set nationally with effect from 6th December)**

**OUTLINE APPLICATIONS - Erection of dwellinghouses**

per 0.1 hectare for sites not more than 0.5 Hectares	578.00	external	578.00	578.00	-	578.00	zero	6-Dec-23	
per 0.1 hectare for sites between 0.5 hectares and 2.5 hectares	624.00	external	624.00	624.00	-	624.00	zero	6-Dec-23	
for sites more than 2.5 hectares	15,433.00	external	15,433.00	15,433.00	-	15,433.00	zero	6-Dec-23	
In addition, for each 0.1 hectare in excess of 2.5 hectares subject to maximum total of £202,500	186.00	external	186.00	186.00	-	186.00	zero	6-Dec-23	

**OUTLINE APPLICATIONS - Erection of buildings (not dwellinghouses)**

per 0.1 hectare for sites not more than 1 Hectares	578.00	external	578.00	578.00	-	578.00	zero	6-Dec-23	
per 0.1 hectare for sites between 1 hectares and 2.5 hectares	624.00	external	624.00	624.00	-	624.00	zero	6-Dec-23	
for sites more than 2.5 hectares	15,433.00	external	15,433.00	15,433.00	-	15,433.00	zero	6-Dec-23	
In addition, for each 0.1 hectare in excess of 2.5 hectares subject to maximum total of £202,500	186.00	external	186.00	186.00	-	186.00	zero	6-Dec-23	

**HOUSEHOLDER APPLICATIONS**

Alterations/extensions to a single dwelling including works within boundary	258.00	external	258.00	258.00	-	258.00	zero	6-Dec-23	
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**FULL APPLICATIONS (and First Submissions of Reserved Matters)**

Dwellings									
Alterations/extensions to two or more dwellings including works within boundaries	509.00	external	509.00	509.00	-	509.00	zero	6-Dec-23	
New dwellings (not more than 10), per dwelling	578.00	external	578.00	578.00	-	578.00	zero	6-Dec-23	
New dwellings (between 10 and 50)	624.00	external	624.00	624.00	-	624.00	zero	6-Dec-23	
New dwellings (more than 50)	30,860.00	external	30,860.00	30,860.00	-	30,860.00	zero	6-Dec-23	
In addition, for each dwelling house in excess of 50 subject to a maximum in total of £405,000	186.00	external	186.00	186.00	-	186.00	zero	6-Dec-23	

**Erection of Buildings (not dwellings, agricultural, glasshouses, plant or machinery)**

Gross floor space to be created by the development: No increase or no more than 40m2	293.00	external	293.00	293.00	-	293.00	zero	6-Dec-23	
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	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
More than 40m2 but no more than 1000m2 cost per 75sqm of part thereof	578.00	external	578.00	578.00	-	578.00	zero	6-Dec-23	
More than 1000m2 but no more than 3750m2, cost per each 75m2 or part thereof	624.00	external	624.00	624.00	-	624.00	zero	6-Dec-23	
More than 3750m2	30,680.00	external	30,680.00	30,680.00	-	30,680.00	zero	6-Dec-23	
in addition, for each 75m2 in excess of 3750m2	186.00	external	186.00	186.00	-	186.00	zero	6-Dec-23	
subject to a maximum in total of £405,000									
<b>Erection of Buildings (on land used for agriculture purposes)</b>									
Gross floor space to be created by the development:									
Not more than 465m2	120.00	external	120.00	120.00	-	120.00	zero	6-Dec-23	
More than 465m2 but not more than 540m2	578.00	external	578.00	578.00	-	578.00	zero	6-Dec-23	
More than 540m2 but not more than 1000m2, cost for first 540m2	578.00	external	578.00	578.00	-	578.00	zero	6-Dec-23	
In addition, for each 75m2 or part thereof in excess of 540m2	578.00	external	578.00	578.00	-	578.00	zero	6-Dec-23	
More than 1000sqm but not more than 4215 sqm	624.00	external	624.00	624.00	-	624.00	zero	6-Dec-23	
In addition, for each 75m2 or part thereof in excess of 1000m2	624.00	external	624.00	624.00	-	624.00	zero	6-Dec-23	
More than 4215m2	30,860.00	external	30,860.00	30,860.00	-	30,860.00	zero	6-Dec-23	
In addition, for each 75m2 in excess of 4215m2	186.00	external	186.00	186.00	-	186.00	zero	6-Dec-23	
subject to maximum total of £405,000									
<b>Erection of Glasshouses (on land used for the purposes of agriculture)</b>									
Gross floor space to be created by the development:									
Not more than 465m2	120.00	external	120.00	120.00	-	120.00	zero	6-Dec-23	
More than 462sqm but not more than 1000sqm	3,225.00	external	3,225.00	3,225.00	-	3,225.00	zero	6-Dec-23	
More than 1000m2	3,483.00	external	3,483.00	3,483.00	-	3,483.00	zero	6-Dec-23	
<b>Erection, Alteration or Replacement of Plant and Machinery</b>									
Site Area:									
No more than 1 hectares, cost per 0.1 hectare or part thereof	578.00	external	578.00	578.00	-	578.00	zero	6-Dec-23	
More than 1 hectare but not more than 5 hectares cost per 0.1 hectare or part thereof	624.00	external	624.00	624.00	-	624.00	zero	6-Dec-23	
More than 5 hectares	30,860.00	external	30,860.00	30,860.00	-	30,860.00	zero	6-Dec-23	
In addition, for each 0.1 hectare (or part thereof) in excess of 5 hectares	186.00	external	186.00	186.00	-	186.00	zero	6-Dec-23	
subject to a maximum in total of £405,000									
<b>APPLICATIONS OTHER THAN BUILDING WORKS</b>									
<b>Car Parks, Service Roads or Other Accesses</b>									
For existing uses	293.00	external	293.00	293.00	-	293.00	zero	6-Dec-23	
<b>Waste (use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)</b>									
Site area:									
No more than 15 hectares, cost per 0.1 hectare (or part thereof)	316.00	external	316.00	316.00	-	316.00	zero	6-Dec-23	
More than 15 hectares	47,161.00	external	47,161.00	47,161.00	-	47,161.00	zero	6-Dec-23	
in addition, for each 0.1 hectare (or part thereof) in excess of 15 hectares	186.00	external	186.00	186.00	-	186.00	zero	6-Dec-23	

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
subject to a maximum in total of £105300			-	-	-	-	zero		
<b>Operations Connected with Exploratory Drilling for Oil or Natural Gas</b>									
Site area:									
No more than 7.5 hectares, cost per 0.1 hectares (or part thereof)	686.00	external	686.00	686.00	-	686.00	zero	6-Dec-23	
More than 7.5 hectares	51,395.00	external	51,395.00	51,395.00	-	51,395.00	zero	6-Dec-23	
In addition, for each 0.1 hectare (or part thereof) in excess of 7.5 hectares subject to a maximum in total of £405,000	204.00	external	204.00	204.00	-	204.00	zero	6-Dec-23	
<b>Operations (other than exploratory drilling) for the winning and working of oil or natural gas</b>									
Site area:									
No more than 15 hectares, cost per 0.1 hectare (or part thereof)	347.00	external	347.00	347.00	-	347.00	zero	6-Dec-23	
More than 15 hectares	52,002.00	external	52,002.00	52,002.00	-	52,002.00	zero	6-Dec-23	
in addition, for each 0.1 hectare (or part thereof) in excess of 15 hectares subject to a maximum in total of £105300	204.00	external	204.00	204.00	-	204.00	zero	6-Dec-23	
<b>Other Operations (winning and working of minerals) excluding oil &amp; natural gas</b>									
Site area:									
No more than 15 hectares, cost per 0.1 hectare (or part thereof)	316.00	external	316.00	316.00	-	316.00	zero	6-Dec-23	
More than 15 hectares	47,161.00	external	47,161.00	47,161.00	-	47,161.00	zero	6-Dec-23	
In addition, for each 0.1 hectare (or part thereof) in excess of 15 hectares subject to a maximum total of £105300	186.00	external	186.00	186.00	-	186.00	zero	6-Dec-23	
<b>Other Operations (not coming within any of the above categories)</b>									
Any site area, per 0.1 hectare (or part thereof) subject to a maximum in total of £2,535	293.00	external	293.00	293.00	0.00	293.00	zero	6-Dec-23	
<b>Lawful Development Certificate</b>									
Existing use - in breach of a planning condition	same as full planning fee		same as full planning fee	same as full planning fee	0.00	same as full planning fee	zero	6-Dec-23	
Existing use - lawful not to comply with any particular condition or limitation	293.00	external	293.00	293.00	0.00	293.00	zero	6-Dec-23	
Proposed use or operation	half the normal planning fee	external	half the normal planning fee	half the normal planning fee	0.00	half the normal planning fee	zero	6-Dec-23	

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<b><u>PRIOR APPROVAL</u></b>									
Larger Home Extensions	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Additional Storeys on a Home	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Agricultural & forestry buildings & operations or demolition of buildings	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Communications (previously referred to as Telecommunications Code Systems Operators)	578.00	external	578.00	578.00	0.00	578.00	zero	6-Dec-23	
Change of use from Commercial/Business/Service (Use Class E), or Betting Office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) to a State Funded School	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Change of Use of a building and any land within its curtilage from an agricultural building to state funded school	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Change of Use of a building and any land within its curtilage from an agricultural building to a flexible commercial use within Commercial/Business/Service (Use Class E), Storage or Distribution (Use Class B8) or Hotels (Use Class C1)	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Change of Use of a building and any land within its curtilage from Commercial /Business/Service (Use Class E) to Dwellinghouses (Use Class C3) per dwelling	125.00	external	125.00	125.00	0.00	125.00	zero	6-Dec-23	
Change of use of a building and any land within its curtilage from an agricultural building to dwellinghouses	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
if it includes building operations associated with the change of use	258.00	external	258.00	258.00	0.00	258.00	zero	6-Dec-23	
Change of use of a building and any land within its curtilage from amusement arcades / centres and casinos to Dwellinghouses (Use Class C3)	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
if it includes building operations associated with the change of use	258.00	external	258.00	258.00	0.00	258.00	zero	6-Dec-23	
Temporary use of buildings or land for the purpose of commercial film making and the associated temporary structures, works, plant or machinery required in connection with that use	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Provision of temporary school buildings on vacant commercial land and the use of that land as a state funded school for up to 3 academic years.	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Development consisting of the erection or construction of a collection facility within the curtilage of a shop	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Installation Alteration or replacement of other Solar Photovoltaics (PV) equipment on the roofs of non-domestic buildings up to a capacity of 1 megawatt	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Erection, extension or alteration of a university building	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Moveable structure within the curtilage of a historic visitor attraction, or listed pub / restaurant etc	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Erection, extension or alteration on a closed defence site by or on behalf of the crown of single living accomodation and / or non-residential buildings.	120.00	external	120.00	120.00	0.00	120.00	zero	6-Dec-23	
Construction of new Dwelling houses	418.00	external	418.00	418.00	0.00	418.00	zero	6-Dec-23	
Not more than 10 dwellinghouses	451.00	external	451.00	451.00	0.00	451.00	zero	6-Dec-23	
more than 10but not more than 50 dwellinghouses	22,309.00	external	22,309.00	22,309.00	0.00	22,309.00	zero	6-Dec-23	
More than 50 dwellinghouses									
In addition, for each dwelling house in excess of 50 subject to a maximum fee of £405,000	135.00	external	135.00	135.00	0.00	135.00	zero	6-Dec-23	
<b><u>RESERVED MATTERS</u></b>									
Application for approval of reserved matters following outline approval - amount due if full fee not already paid	578.00	external	578.00	578.00	0.00	578.00	zero	6-Dec-23	
<b><u>APPROVAL/VARIATION/DISCHARGE OF CONDITION</u></b>									
Application for removal of variation of a condition following grant of planning permission	293.00	external	293.00	293.00	0.00	293.00	zero	6-Dec-23	
Request for confirmation that one or more planning conditions have been complied with:									
Per request per Householder	43.00	external	43.00	43.00	0.00	43.00	zero	6-Dec-23	
Per request otherwise	145.00	external	145.00	145.00	0.00	145.00	zero	6-Dec-23	
<b><u>CHANGE OF USE</u></b>									
<b>Change of use of a building to use as one or more separate dwelling houses</b>									
Per dwelling up to 10 dwellings	578.00	external	578.00	578.00	0.00	578.00	zero	6-Dec-23	
More than 10 but not more than 50 dwellings	624.00	external	624.00	624.00	0.00	624.00	zero	6-Dec-23	
More than 50 dwellings	30,860.00	external	30,860.00	30,860.00	0.00	30,860.00	zero	6-Dec-23	
in addition, for each dwelling house in excess of 50 dwelling houses subject to a maximum in total of £300,000	186.00	external	186.00	186.00	0.00	186.00	zero	6-Dec-23	
<b>Other changes of use</b>									
Building or land	578.00	external	578.00	578.00	0.00	578.00	zero	6-Dec-23	
<b><u>ADVERTISING</u></b>									
Relating to the business on the premises	165.00	external	165.00	165.00	0.00	165.00	zero	6-Dec-23	
Advance signs which are not situated on or visible from the site, directing the public to a business	165.00	external	165.00	165.00	0.00	165.00	zero	6-Dec-23	
Other advertisements	578.00	external	578.00	578.00	0.00	578.00	zero	6-Dec-23	
<b><u>APPLICATION FOR A NON-MATERIAL AMENDMENT FOLLOWING A GRANT OF A PLANNING PERMISSION</u></b>									



2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Application in respect of:  
 Householder development  
 Other development

43.00	external	43.00	43.00	0.00	43.00	zero	6-Dec-23	
293.00	external	293.00	293.00	0.00	293.00	zero	6-Dec-23	

**PERMISSION IN PRINCIPLE**

Site area per 0.1 hectare

503.00	external	503.00	503.00	0.00	503.00	zero	6-Dec-23	
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**BUILDING REGULATION FEES (effective from 1st January 2023)**

**TABLE A - STANDARD CHARGES FOR NEW HOUSES**

Plan Charge

No. of dwellings:

1	273.00	3.00	281.19	282.00	47.00	235.00	20.00	1-Apr-24
2	374.00	3.00	385.22	386.00	64.33	321.67	20.00	1-Apr-24
3	492.00	3.00	506.76	507.00	84.50	422.50	20.00	1-Apr-24
4	609.00	3.00	627.27	628.00	104.67	523.33	20.00	1-Apr-24
5	736.00	3.00	758.08	759.00	126.50	632.50	20.00	1-Apr-24

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Inspection Charge

No. of dwellings:

1	720.00	3.00	741.60	742.00	123.67	618.33	20.00	1-Apr-24
2	995.00	3.00	1,024.85	1,025.00	170.83	854.17	20.00	1-Apr-24
3	1,264.00	3.00	1,301.92	1,302.00	217.00	1,085.00	20.00	1-Apr-24
4	1,458.00	3.00	1,501.74	1,502.00	250.33	1,251.67	20.00	1-Apr-24
5	1,614.00	3.00	1,662.42	1,663.00	277.17	1,385.83	20.00	1-Apr-24

Building Notice Charge

No. of dwellings:

1	1,190.00	3.00	1,225.70	1,226.00	204.33	1,021.67	20.00	1-Apr-24
2	1,638.00	3.00	1,687.14	1,688.00	281.33	1,406.67	20.00	1-Apr-24
3	2,100.00	3.00	2,163.00	2,163.00	360.50	1,802.50	20.00	1-Apr-24
4	2,478.00	3.00	2,552.34	2,553.00	425.50	2,127.50	20.00	1-Apr-24
5	2,816.00	3.00	2,900.48	2,901.00	483.50	2,417.50	20.00	1-Apr-24

Note

- For 5 or more dwellings or if the floor area of a dwelling exceeds 300m<sup>2</sup> or flats over 3 storeys, the charge will be individually determined.
- All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person scheme, if this is not the case an additional charge will apply.
- The amount of the plan charge is based on the number of dwellings contained in the application.
- The inspection charge is based on the total units in the project.
- Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
- For larger building projects the Council may agree to fees being paid by instalments. Please contact your local Pennine Lancashire Building Control office for further details.

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**TABLE B - STANDARD CHARGES FOR CERTAIN SMALL BUILDINGS, EXTENSIONS AND ALTERATIONS**

**CATEGORY 1 - Extensions to dwellings**

Plan Charge

Extension(s) - Internal floor area not exceeding 6m <sup>2</sup>	471.00	3.00	485.13	486.00	81.00	405.00	20.00	1-Apr-24
Internal floor area over 6m <sup>2</sup> but not exceeding 40m <sup>2</sup>	205.00	3.00	211.15	211.00	35.17	175.83	20.00	1-Apr-24
Internal floor area over 40m <sup>2</sup> but not exceeding 60m <sup>2</sup>	205.00	3.00	211.15	211.00	35.17	175.83	20.00	1-Apr-24
Internal floor area over 60m <sup>2</sup> but not exceeding 80m <sup>2</sup>	205.00	3.00	211.15	211.00	35.17	175.83	20.00	1-Apr-24

Inspection Charge

Extension(s) - Internal floor area not exceeding 6m <sup>2</sup>	Included in Plan Charge							
Internal floor area over 6m <sup>2</sup> but not exceeding 40m <sup>2</sup>	413.00	3.00	425.39	426.00	71.00	355.00	20.00	1-Apr-24
Internal floor area over 40m <sup>2</sup> but not exceeding 60m <sup>2</sup>	601.00	3.00	619.03	620.00	103.33	516.67	20.00	1-Apr-24
Internal floor area over 60m <sup>2</sup> but not exceeding 80m <sup>2</sup>	846.00	3.00	871.38	872.00	145.33	726.67	20.00	1-Apr-24

Building Notice Charge

Extension(s) - Internal floor area not exceeding 6m <sup>2</sup>	565.00	3.00	581.95	582.00	97.00	485.00	20.00	1-Apr-24
Internal floor area over 6m <sup>2</sup> but not exceeding 40m <sup>2</sup>	741.00	3.00	763.23	764.00	127.33	636.67	20.00	1-Apr-24
Internal floor area over 40m <sup>2</sup> but not exceeding 60m <sup>2</sup>	967.00	3.00	996.01	997.00	166.17	830.83	20.00	1-Apr-24
Internal floor area over 60m <sup>2</sup> but not exceeding 80m <sup>2</sup>	1,262.00	3.00	1,299.86	1,300.00	216.67	1,083.33	20.00	1-Apr-24

**CATEGORY 2 - Garages & Carports**

Erection or extension of a detached or attached building or an extension to a dwelling;

Which consists of a garage, carport, or both, having a floor area not exceeding 40m<sup>2</sup> in total and is intended to be used in common with an existing building

Plan Charge	330.00	3.00	339.90	340.00	56.67	283.33	20.00	1-Apr-24
Inspection Charge	Included in Plan Charge							
Building Notice Charge	398.00	3.00	409.94	410.00	68.33	341.67	20.00	1-Apr-24

Where the garage extension exceeds a floor area of 40m<sup>2</sup> but does not exceed 60m<sup>2</sup>

Plan Charge	471.00	3.00	485.13	486.00	81.00	405.00	20.00	1-Apr-24
Inspection Charge	Included in Plan Charge							
Building Notice Charge	565.00	3.00	581.95	582.00	97.00	485.00	20.00	1-Apr-24

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**CATEGORY 3 - Garage Conversions**

The conversion, in part or full, of an attached domestic garage to an existing dwelling into a habitable room.

Plan Charge	322.00	3.00	331.66	332.00	55.33	276.67	20.00	1-Apr-24
Inspection Charge	Included in Plan Charge							
Building Notice Charge	385.00	3.00	396.55	397.00	66.17	330.83	20.00	1-Apr-24

**CATEGORY 4 - Loft Conversions & Dormers**

Formation of a room(s) in an existing roof space, including means of access thereto.

Fees for lofts greater than 40m<sup>2</sup> are to be based on the cost of the work, subject to an agreed minimum plan charge.

Without a dormer but not exceeding 40m<sup>2</sup> in floor area\*

Plan Charge	471.00	3.00	485.13	486.00	81.00	405.00	20.00	1-Apr-24
Inspection Charge	Included in Plan Charge							
Building Notice Charge	565.00	3.00	581.95	582.00	97.00	485.00	20.00	1-Apr-24

With a dormer but not exceeding 40m<sup>2</sup> in floor area\*

Plan Charge	208.00	3.00	214.24	215.00	35.83	179.17	20.00	1-Apr-24
Inspection Charge	413.00	3.00	425.39	426.00	71.00	355.00	20.00	1-Apr-24
Building Notice Charge	741.00	3.00	763.23	764.00	127.33	636.67	20.00	1-Apr-24

**Note**

1. Floor area is the area measured at a height of 2 metres above floor level.
2. All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge will apply.
3. Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
4. If the internal floor area, of an extension to a dwelling, exceeds 80m<sup>2</sup> Table E will apply (subject to a minimum build cost of £50,001).
5. Loft Conversions greater than 40m<sup>2</sup> will be based on the cost of the work and Table E will apply, subject to a agreed minimum plan charge.

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**TABLE C - STANDARD CHARGES FOR DOMESTIC ALTERATIONS**

**CATEGORY 1 - Installation of replacement windows and doors\***

in a dwelling where the number of windows / doors does not exceed 20

Plan Charge	139.00	3.00	143.17	144.00	24.00	120.00	20.00	1-Apr-24
Inspection Charge	Included in Plan Charge							
Building Notice Charge	139.00	3.00	143.17	144.00	24.00	120.00	20.00	1-Apr-24

**CATEGORY 2 - Controlled Electrical work\***

To a single dwelling (not carried out in conjunction with work being undertaken that falls within Table B)

Plan Charge	242.00	3.00	249.26	250.00	41.67	208.33	20.00	1-Apr-24
Inspection Charge	Included in Plan Charge							
Building Notice Charge	242.00	3.00	249.26	250.00	41.67	208.33	20.00	1-Apr-24

**CATEGORY 3 - Renovation of a Single Thermal Element**

To a dwelling house or flat (including cavity wall insulation)

Plan Charge	173.00	3.00	178.19	179.00	29.83	149.17	20.00	1-Apr-24
Inspection Charge	Included in Plan Charge							
Building Notice Charge	173.00	3.00	178.19	179.00	29.83	149.17	20.00	1-Apr-24

**CATEGORY 4 - Heating Appliance Installation\***

Where work relates to installation of a multi-fuel heating appliance including associated flue liner/chimney and hearth to which Part J applies, and to a single dwelling by a person not registered under a Government scheme, the following charges will be applied

Plan Charge	322.00	3.00	331.66	332.00	55.33	276.67	20.00	1-Apr-24
Inspection Charge	Included in Plan Charge							
Building Notice Charge	322.00	3.00	331.66	332.00	55.33	276.67	20.00	1-Apr-24

**CATEGORY 5 - Removal or partial removal of chimney breast(s) within a dwelling**

Plan Charge	270.00	3.00	278.10	279.00	46.50	232.50	20.00	1-Apr-24
Inspection Charge	Included in Plan Charge							
Building Notice Charge	270.00	3.00	278.10	279.00	46.50	232.50	20.00	

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**CATEGORY 6 - Removal of wall and insertion of 1 or 2 steel beams up to a maximum**

span of 4 metres

Plan Charge

270.00 3.00 278.10 279.00 46.50 232.50 20.00 1-Apr-24

Inspection Charge

Included in Plan Charge

Building Notice Charge

270.00 3.00 278.10 279.00 46.50 232.50 20.00 1-Apr-24

**Note**

- \* Not carried out and registered under by a Competent Person Scheme
- Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.  
If multiple items of listed work are proposed, as in Table C above, then a 25% discount can be applied for the second listed item only; if three or more listed items are proposed then please refer to Table E (subject to a minimum plan charge equal to a minimum build cost of £10,001)
- 

**TABLE D - OTHER NON-DOMESTIC WORK : EXTENSIONS AND NEW BUILD & THERMAL IMPROVEMENTS**

**CATEGORY 1 - Extension(s) - Internal floor area not exceeding 6m<sup>2</sup>**

Plan Charge

471.00 3.00 485.13 486.00 81.00 405.00 20.00 1-Apr-24

Inspection Charge

Included in Plan Charge

Building Notice Charge

Not applicable

**CATEGORY 2 - Internal floor area over 6m<sup>2</sup> but not exceeding 40m<sup>2</sup>**

Plan Charge

208.00 3.00 214.24 215.00 35.83 179.17 20.00 1-Apr-24

Inspection Charge

413.00 3.00 425.39 426.00 71.00 355.00 20.00 1-Apr-24

Building Notice Charge

Not applicable

**CATEGORY 3 - Internal floor area over 40m<sup>2</sup> but not exceeding 80m<sup>2</sup>**

Plan Charge

208.00 3.00 214.24 215.00 35.83 179.17 20.00 1-Apr-24

Inspection Charge

601.00 3.00 619.03 620.00 103.33 516.67 20.00 1-Apr-24

Building Notice Charge

Not applicable

**CATEGORY 4 - Renovation of a single thermal element - cost up to £20,000\***

Plan Charge

250.00 3.00 257.50 258.00 43.00 215.00 20.00 1-Apr-24

Inspection Charge

Included in Plan Charge

Building Notice Charge

Not applicable

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**CATEGORY 5 - Replacement of non-domestic windows\*, not exceeding 20**

Plan Charge	185.00	3.00	190.55	191.00	31.83	125.00	20.00	1-Apr-24
Inspection Charge	Included in Plan Charge							
Building Notice Charge	Not applicable							

Note

- \* Where cost exceeds £20,000 the charge is individually determined.
- Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
- Floor area is the area measured at a height of 2 metres above floor level.
- If the internal floor area exceeds 80m<sup>2</sup> Table E will apply (subject to a minimum plan charge equal to a minimum build cost of £50,001)
- Category 5 does not include replacement doors due to Part B - Fire safety implications.

**TABLE E - STANDARD CHARGES FOR ALL OTHER WORK NOT IN TABLES A, B, C & D**

(excludes individually determined charges)

**Plan Charge**

Estimated Cost from £0 - £2,000	270.00	3.00	278.10	279.00	46.50	232.50	20.00	1-Apr-24
£2,001 - £5,000	322.00	3.00	331.66	332.00	55.33	276.67	20.00	1-Apr-24
£5,001 - £7,000	347.00	3.00	357.41	358.00	59.67	298.33	20.00	1-Apr-24
£7,001 - £10,000	366.00	3.00	376.98	377.00	62.83	314.17	20.00	1-Apr-24
£10,001 - £20,000	119.00	3.00	122.57	123.00	20.50	102.50	20.00	1-Apr-24
£20,001 - £30,000	140.00	3.00	144.20	145.00	24.17	120.83	20.00	1-Apr-24
£30,001 - £40,000	178.00	3.00	183.34	184.00	30.67	153.33	20.00	1-Apr-24
£40,001 - £50,000	220.00	3.00	226.60	227.00	37.83	189.17	20.00	1-Apr-24
£50,001 - £75,000	270.00	3.00	278.10	279.00	46.50	232.50	20.00	1-Apr-24
£75,001 - £100,000*	347.00	3.00	357.41	358.00	59.67	298.33	20.00	1-Apr-24

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**Inspection Charge**

Estimated Cost

from £0 - £2,000

£2,001 - £5,000

£5,001 - £7,000

£7,001 - £10,000

£10,001 - £20,000

£20,001 - £30,000

£30,001 - £40,000

£40,001 - £50,000

£50,001 - £75,000

£75,000 - £100,000\*

Included in Plan Charge

Included in Plan Charge

Included in Plan Charge

Included in Plan Charge

366.00

3.00

376.98

377.00

62.83

314.17

20.00

1-Apr-24

486.00

3.00

500.58

501.00

83.50

417.50

20.00

1-Apr-24

567.00

3.00

584.01

585.00

97.50

487.50

20.00

1-Apr-24

656.00

3.00

675.68

676.00

112.67

563.33

20.00

1-Apr-24

808.00

3.00

832.24

833.00

138.83

694.17

20.00

1-Apr-24

1,030.00

3.00

1,060.90

1,061.00

176.83

884.17

20.00

1-Apr-24

**Building Notice Charge**

Estimated Cost

from £0 - £2,000

£2,001 - £5,000

£5,001 - £7,000

£7,001 - £10,000

£10,001 - £20,000

£20,001 - £30,000

£30,001 - £40,000

£40,001 - £50,000

£50,001 - £75,000

£75,000 - £100,000\*

323.00

3.00

332.69

333.00

55.50

277.50

20.00

1-Apr-24

385.00

3.00

396.55

397.00

66.17

330.83

20.00

1-Apr-24

414.00

3.00

426.42

427.00

71.17

355.83

20.00

1-Apr-24

438.00

3.00

451.14

452.00

75.33

376.67

20.00

1-Apr-24

579.00

3.00

596.37

597.00

99.50

497.50

20.00

1-Apr-24

747.00

3.00

769.41

770.00

128.33

641.67

20.00

1-Apr-24

887.00

3.00

913.61

914.00

152.33

761.67

20.00

1-Apr-24

1,047.00

3.00

1,078.41

1,079.00

179.83

899.17

20.00

1-Apr-24

1,287.00

3.00

1,325.61

1,326.00

221.00

1,105.00

20.00

1-Apr-24

1,647.00

3.00

1,696.41

1,697.00

282.83

1,414.17

20.00

1-Apr-24

**Note**

1. \*Where cost exceeds £100,000 the charge is individually determined.
2. Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
3. In respect of domestic work the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person scheme. If this is not the case an additional charge will apply, see Table C

**TABLE F - DEMOLITION CHARGE**

Application to demolish existing property under Section 80 of the Building Act 1984 and issuing the counter notice under Section 81 of the Building Act 1984

228.00

3.00

234.84

235.00

0.00

235.00

zero

1-Apr-24



2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**TABLE G - OTHER CHARGES**

<b>CATEGORY 1 - Copy of Completion certificates</b>	33.00	3.00	33.99	34.00	5.67	28.33	20.00	1-Apr-24
<b>CATEGORY 2 - Copy Decision Notices</b>	33.00	3.00	33.99	34.00	5.67	28.33	20.00	1-Apr-24
<b>CATEGORY 3 - Re-opening of Archived applications that have been dormant for 2 years or more</b> Charge per hour subject to a minimum charge of £93.00	93.00	3.00	95.79	96.00	16.00	80.00	20.00	1-Apr-24
<b>CATEGORY 4 - Withdrawal of an application and any associated changes</b> Charge per hour subject to a minimum charge of £93.00	93.00	3.00	95.79	96.00	16.00	80.00	20.00	1-Apr-24
<b>CATEGORY 5 - Building Regulations Confirmation letter</b> Charge per hour subject to a minimum charge of £93.00	93.00	3.00	95.79	96.00	16.00	80.00	20.00	1-Apr-24
<b>CATEGORY 6 - Supply of non-standard data and information, including responding to Solicitor enquiries</b> Charge per hour subject to a minimum charge of £93.00	93.00	3.00	95.79	96.00	16.00	80.00	20.00	1-Apr-24

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Note

1. Where a **'Full Plans'** application is made, in most cases a plan charge is payable at the time of application and an invoice for the inspection charge will be sent following the first inspection on site.
2. For a **'Regularisation'** application (related to unauthorised work) fees are individually determined but will be subject to a minimum of 150% of the associated net charge(s).  
No Vat is payable on a Regularisation Charge.
3. Charges in **Table E** are based upon an estimated cost, which means a reasonable estimate (excluding Vat) that would be charged for carrying out all the work, by a professional contractor.  
No reductions are made for DIY proposals.
4. When it is intended to carry out **additional work** on a dwelling at the same time as any work in **Table B** then the charge for this additional work may be discounted by 25%, subject to a maximum estimated cost of £20,000.
5. When it is intended to carry out more than one extension to a dwelling, the areas of the extensions may be aggregated in determining a total internal floor area to which the fee may then be applied.  
Please note however, the area of loft conversions or garage conversions may not be aggregated to an extension but a 25% discount can be applied.
6. For work that is an electrical installation only, such as rewiring, use **Table C**.  
All other installation work should be included in the overall charges.
7. For a **"Reversion"** application fees are individually determined.  
Please contact your local Pennine Lancashire Building Control Office for further details.
8. For applications that are due to **start on site immediately**, both Plan Fee and Inspection Fee are payable when submitting the application.  
Please be advised that if you commence works prior to receiving Building Regulations approval, you do so at your own risk.
9. For current and active Local Authority Building Control Partnership customer fees will be individually determined.
10. Costs cannot be discounted across separate applications

	<b>2023/24 Gross Fees £</b>	<b>% inc 3.0%</b>	<b>2024/25 Gross Fees</b>	<b>2024/25 Gross Fees £</b>	<b>Vat included in fee</b>	<b>2024/25 Net Fee</b>	<b>Vat Rate</b>	<b>Date of Fee Increase</b>	<b>Discounted Rates/Off Peak (where applicable)</b>
<b>MARKETS</b>									
Deposit for new tenants taking a unit in the Market	215.00	3.00	221.45	222.00	37.00	185.00	20.00	1-Apr-24	
Hourly charge for additional opening outside of normal hours for trader access	66.00	3.00	67.98	68.00	11.33	56.67	20.00	1-Apr-24	
Lease preparation fee	258.00	3.00	265.74	266.00	44.33	221.67	20.00	1-Apr-24	
New product line addition to existing user clause to include deed of variation costs.	322.00	3.00	331.66	332.00	55.33	276.67	20.00	1-Apr-24	
Call put to an alarm activation resulting from Traders unit/action plus alarm call out costs.	33.00	3.00	33.99	34.00	5.67	28.33	20.00	1-Apr-24	
Electricity recharge late payment fee per week o/s to cover cost of reminders for payment	14.00	3.00	14.42	15.00	2.50	12.50	20.00	1-Apr-24	
Provision of payment schedule for disputed rent – repayable if a rent error made.	27.00	3.00	27.81	28.00	4.67	23.33	20.00	1-Apr-24	
Per Copy of Rent invoice required	8.00	3.00	8.24	9.00	1.50	7.50	20.00	1-Apr-24	
Represented cheque or Direct Debit payment refused by bankers	20.00	3.00	20.60	21.00	3.50	17.50	20.00	1-Apr-24	
Assignment of lease with existing user clause to cover council's legal costs in preparation of deed and to reflect element of value of assignment to existing trader selling on their business	258.00	3.00	265.74	266.00	44.33	221.67	20.00	1-Apr-24	
Assignment of lease as above but with additional and or change of user clause.	322.00	3.00	331.66	332.00	55.33	276.67	20.00	1-Apr-24	
Per letter relating to breaches of Market Regulations	27.00	3.00	27.81	28.00	4.67	23.33	20.00	1-Apr-24	
Per day breach of user clause to reflect unfair trading advantage gained by selling of unauthorised product.	27.00	3.00	27.81	28.00	4.67	23.33	20.00	1-Apr-24	
Penalty Fee per hour in relation to arriving late to open and or leaving early to close. (Funds to be paid into Advertising fund).	33.00	3.00	33.99	34.00	5.67	28.33	20.00	1-Apr-24	
Non-attendance on Designated Market Days and/or Christmas Sundays and Late Night Thursdays. (Funds to be paid into Advertising fund).	130.00	3.00	133.90	134.00	22.33	111.67	20.00	1-Apr-24	
Remedy of breach and withdrawal of court action by the Council after court action has been scheduled.	322.00	3.00	331.66	332.00	55.33	276.67	20.00	1-Apr-24	

	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
<b>RESOURCES</b>									
<b>REVENUES &amp; BENEFITS</b>									
<b>LOCAL TAXATION</b>									
Council Tax Summons	75.00	3.00	77.25	77.00	-	77.00	zero	1-Apr-24	
Council Tax Liability Order	20.00	3.00	20.60	21.00	-	21.00	zero	1-Apr-24	
NNDR Summons	105.00	3.00	108.15	108.00	-	108.00	zero	1-Apr-24	
NNDR Liability Order	20.00	3.00	20.60	21.00	-	21.00	zero	1-Apr-24	
<b>LEGAL &amp; DEMOCRATIC SERVICES</b>									
<b>LEGAL FEES</b>									
<b>Note 1. Vat is chargeable on the fees if vat is payable on the consideration or rent.</b>									
<b>* These fees may be charged at a higher level in accordance with, for example, the work involved in more complex cases.</b>									
Rounded to nearest £5									
<b>Disposals</b>									
Sale of Garden plot	315.00	3.00	324.45	325.00	-	325.00	see note 1	1-Apr-24	
Sale of any other land	650.00	3.00	669.50	670.00	-	670.00	see note 1	1-Apr-24	
Small Scale Building Licence	650.00	3.00	669.50	670.00	-	670.00	see note 1	1-Apr-24	
Building Licence	1,520.00	3.00	1,565.60	1,565.00	-	1,565.00	see note 1	1-Apr-24	
Sealing of documents	70.00	3.00	72.10	70.00	-	70.00	see note 1	1-Apr-24	
<b>Landlord &amp; Tenant</b>									
Contracted out' short term lease/licences	650.00	3.00	669.50	670.00	-	670.00	see note 1	1-Apr-24	
Longer term business lease	1,085.00	3.00	1,117.55	1,120.00	-	1,120.00	see note 1	1-Apr-24	
Underlease - Brunshaw / Anglesey	545.00	3.00	561.35	560.00	-	560.00	see note 1	1-Apr-24	
Licence to Assign	450.00	3.00	463.50	465.00	-	465.00	see note 1	1-Apr-24	
Licence for Alterations	450.00	3.00	463.50	465.00	-	465.00	see note 1	1-Apr-24	
Licence for Change of Use	450.00	3.00	463.50	465.00	-	465.00	see note 1	1-Apr-24	
Licence to Assign (combined with licence for alterations / change of use)	755.00	3.00	777.65	780.00	-	780.00	see note 1	1-Apr-24	
Licence to Underlet	755.00	3.00	777.65	780.00	-	780.00	see note 1	1-Apr-24	
Licence to Underlet (combined with licence for alterations / change of use)	1,085.00	3.00	1,117.55	1,120.00	-	1,120.00	see note 1	1-Apr-24	
Surrenders	450.00	3.00	463.50	465.00	-	465.00	see note 1	1-Apr-24	
Letter of consent to assign (long leaseholds at nominal rent)	74.00-184.00	3.00		74.00-184.00	-	70.00-175.00	see note 1	1-Apr-24	
Registration of Assignment or Underlease	70.00	3.00	72.10	70.00	-	70.00	see note 1	1-Apr-24	
Grant of Easements or Rights	460.00	3.00	473.80	475.00	-	475.00	see note 1	1-Apr-24	
Deed of Variation	460.00	3.00	473.80	475.00	-	475.00	see note 1	1-Apr-24	

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**Planning**

Section 106 Agreements (minimum charge)	635.00	3.00	654.05	655.00	-	655.00	o/s scope	1-Apr-24
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**Mortgages**

Vacating Receipts	Mortgage scheme no longer provided							
Notice of Charge	Mortgage scheme no longer provided							
Mortgage Questionnaire	Mortgage scheme no longer provided							

**Miscellaneous**

Copy Documents - per A4 sheet (minimum £10)	0.50	3.00	0.52	0.50	-	0.50	see note 1	1-Apr-24
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**Land Charges**

**Note: CON29 elements of Land Charges are now vatable at the standard rate**

LLC1	20.90	-	no longer applicable					
CON29R	155.10	-	155.10	155.10	25.85	129.25	standard	1-Apr-24
Local Search (LLC1 + CON29R)	176.00	-	no longer applicable					
Each Additional Parcel of Land	27.50	-	27.50	27.50	4.58	22.92	standard	1-Apr-24
Each Optional CON29O Enquiry (Q5 - 20)	5.50	-	5.50	5.50	0.92	4.58	standard	1-Apr-24
Each Optional CON29O Enquiry (Q4 Q21 & Q22)	38.50	-	38.50	38.50	6.42	32.08	standard	1-Apr-24
Each Additional Enquiry	34.10	-	34.10	34.10	5.68	28.42	standard	1-Apr-24

**ROOM HIRE**

**Burnley Town Hall - Room Hire**

**Meetings**

Mornings - 8am to 1pm	104.00	3.00	107.12	107.10	-	107.10	zero	1-Apr-24
Afternoon - 1pm to 6pm	104.00	3.00	107.12	107.10	-	107.10	zero	1-Apr-24
Evening - 6pm to 10pm	104.00	3.00	107.12	107.10	-	107.10	zero	1-Apr-24

2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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**Others**

Mornings - 8am to 1pm	104.00	3.00	107.12	107.10	-	107.10	zero	1-Apr-24
Afternoon - 1pm to 6pm	104.00	3.00	107.12	107.10	-	107.10	zero	1-Apr-24
Evening - 6pm to 10pm	104.00	3.00	107.12	107.10	-	107.10	zero	1-Apr-24

**Parker Lane - Room Hire**

Mornings - 8am to 1pm	104.00	3.00	107.12	107.10	-	107.10	zero	1-Apr-24
Afternoon - 1pm to 6pm	104.00	3.00	107.12	107.10	-	107.10	zero	1-Apr-24
Evening - 6pm to 10pm	104.00	3.00	107.12	107.10	-	107.10	zero	1-Apr-24

**FINANCE & PROPERTY SERVICES**

**PROPERTY TEAM**

**GARAGE SITES**

**Note : 3 months notice is required to increase rents for garage sites & garden plots**

Per plot, per annum	89.60	3.00	92.29	92.30	15.38	76.92	20.00	1-Apr-24
Concession for registered disabled	10.00	3.00	10.30	10.30	1.72	8.58	20.00	1-Apr-24

**GARDEN PLOTS**

Per square yard, per annum	0.7683	3.00	0.7900	0.7913	-	0.79	zero	1-Apr-24
Admin fee for setting up of new tenancy agreements	56.45	3.00	58.14	58.15	9.69	48.46	20.00	1-Apr-24

**Note : The rents of garage sites & garden plots are only being reviewed and increased every 3 years due to the administrative cost of writing to inform tenants.**

**The last review was undertaken during 2021/22 of appropriate market rentals.**

**PROPERTY SURVEYOR FEES**

**These fees/charges are for general guidance.**

**These fees may be negotiated at higher level in accordance with the work involved in more complex cases.**

**Note 1 - Vat is not chargeable on the fees/charges unless VAT is payable on the consideration or rent.**

**Disposals**

Sale of Garden plot	259.90	3.00	267.70	267.70	-	267.70	see note 1	1-Apr-24
Sale of any other land (minimum charge or 1% of sale price whichever is higher)	431.30	3.00	444.24	444.25	-	444.25	see note 1	1-Apr-24
Building Licence (minimum charge but depending on size/complexity)	862.70	3.00	888.58	888.60	-	888.60	see note 1	1-Apr-24
Freehold Reversion	259.90	3.00	267.70	267.70	-	267.70	see note 1	1-Apr-24

**Landlord & Tenant**

Contracted out short term lease	302.20	3.00	311.27	311.25	-	311.25	see note 1	1-Apr-24
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	2023/24 Gross Fees £	% inc 3.0%	2024/25 Gross Fees	2024/25 Gross Fees £	Vat included in fee	2024/25 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Longer term business lease	431.30	3.00	444.24	444.25	-	444.25	see note 1	1-Apr-24	
Grant of Garden Tenancy	47.80	3.00	49.23	49.25	-	49.25	see note 1	1-Apr-24	
Service of Notices on Garden Tenancies	40.75	3.00	41.97	41.95	-	41.95	see note 1	1-Apr-24	
Underlease - Brunshaw / Anglesey	302.20	3.00	311.27	311.25	-	311.25	see note 1	1-Apr-24	
Renewal Lease	302.20	3.00	311.27	311.25	-	311.25	see note 1	1-Apr-24	
Licence to Assign	286.65	3.00	295.25	295.25	-	295.25	see note 1	1-Apr-24	
Licence for Alterations	344.30	3.00	354.63	354.65	-	354.65	see note 1	1-Apr-24	
Licence for Change of Use	302.20	3.00	311.27	311.25	-	311.25	see note 1	1-Apr-24	
Licence to Assign (combined with licence for alterations/change of use)	431.30	3.00	444.24	444.25	-	444.25	see note 1	1-Apr-24	
Licence to Underlet	344.30	3.00	354.63	354.65	-	354.65	see note 1	1-Apr-24	
Licence to Underlet (combined with licence for alterations/change of use)	431.30	3.00	444.24	444.25	-	444.25	see note 1	1-Apr-24	
Letter of consent to assign (long leaseholds at nominal rent)	min 108.00			min 108.00		min 108.00	see note 1	1-Apr-24	
<b>Planning</b>									
Site Compound Licence	286.65	3.00	295.25	295.25	-	295.25	see note 1	1-Apr-24	
Copy Documents - per A4 sheet	0.60	3.00	0.62	0.60	0.10	0.50	20.00	1-Apr-24	
<b>Pavement Café Licences</b>									
Initial licence set up									
Annual renewal/change of licensee	100.00	MAX	100.00	100.00	-	100.00	exempt		
	100.00	MAX	100.00	100.00	-	100.00	exempt		
<b><u>BURNLEY BUS STATION</u></b>									
<b>Bus Station departure charges are calculated using pence to 4 decimal places</b>									
Per Departure - Standard bus / Minibus	1.6217	3.00	1.67	1.6703	0.28	1.39	20.00	1-Apr-24	
Per Departure - Long (coach)	2.7737	3.00	2.86	2.8569	0.48	2.38	20.00	1-Apr-24	
(The net fee is increased and then VAT added)									