

**COMMUNITY & LEISURE SERVICE
FEES AND CHARGES 2017/18**

		CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
SPORTING ACTIVITIES				
Charlton Sports Centre				
Football and Rugby:				
Adults	Monday to Friday	44.75	45.40	1.45%
	Saturday/Sunday	55.30	56.00	1.27%
Under 18	Charged at 50% of the full fee			
Supplement for use of Floodlit Pitch (per hour)		19.00	19.30	1.58%
Training	per pitch/hour	12.85	13.00	1.17%
	changing accommodation supplement	4.40	4.50	2.27%
Mini Soccer		12.85	13.00	1.17%
Cricket:				
Adults	Monday to Friday	44.25	44.90	1.47%
	Saturday or Sunday	57.70	58.60	1.56%
Under 18	Charged at 50% of the full fee			
Hire of Showground:				
Per day (commercial hire)		On application		
Hire of Showground and Football Fields:				
Per day (commercial hire)		On application		
Running Track:				
Annual Season Ticket (April to March)				
Adult		35.50	36.00	1.41%
Junior		17.90	18.20	1.68%
Day Ticket				
Adult		3.15	3.20	1.59%
Junior		1.35	1.35	0.00%
Meetings:				
Saturday/Sunday/Bank Holidays				
9 am to 6 pm		255.00	258.00	1.18%
Half Day (up to 4 hours)		150.00	152.25	1.50%
Monday to Friday				
9 am to 6 pm		150.00	152.25	1.50%
Half Day (up to 4 hours)		101.00	102.50	1.49%
Under 18 - charged at 60% of the full fee				
Supplement to be charged for Floodlighting (per hour)		19.00	19.30	1.58%
Groundsman attendance (half day)		73.00	74.00	1.37%
Group training track only (per hour)		10.00	10.15	1.50%
Hire of Pavilion Room:				
Per hour		10.70	10.90	1.87%

**COMMUNITY & LEISURE SERVICE
FEES AND CHARGES 2017/18**

SPORTING ACTIVITIES		CHARGES	CHARGES	Increase
		2016/17	2017/18	
		£	£	
London Road Sports Ground				
Football:				
Adults	Monday to Friday	44.75	45.40	1.45%
	Saturday/Sunday	55.30	56.00	1.27%
Under 18	Charged at 50% of the full fee			
Mini Soccer		12.85	13.00	1.17%
Cricket:				
Adults	Monday to Friday	44.25	44.90	1.47%
	Saturday/Sunday	57.70	58.60	1.56%
Under 18	Charged at 50% of the full fee			
East Anton				
Football				
Under 18	Monday to Friday	22.80	22.70	-0.44%
	Saturday/Sunday	27.65	28.00	1.27%
Mini Soccer			13.00	
Cricket:				
Adults	Monday to Friday	44.25	44.90	1.47%
	Saturday/Sunday	57.70	58.60	1.56%
Under 18	Charged at 50% of the full fee			
Picket Twenty				
Football:				
Adults	Monday to Friday	44.75	45.40	1.45%
	Saturday/Sunday	55.30	56.00	1.27%
Under 18	Charged at 50% of the full fee			
Training	Per pitch/hour	12.85	13.00	1.17%
	Changing accommodation supplement	4.40	4.50	2.27%
Cricket:				
Adults	Monday to Friday	44.25	44.90	1.47%
	Saturday/Sunday	57.70	58.60	1.56%
Under 18	Charged at 50% of the full fee			
Hire of Ground:				
	Per day (commercial hire)		On application	
Rooksbury Mill				
Fishing:				
	Daily permit - per rod	7.65	7.80	1.96%
	Season ticket	49.25	50.00	1.52%
	* Under 18 and over 60 - 50% fees			

**COMMUNITY & LEISURE SERVICE
FEES AND CHARGES 2017/18**

SPORTING ACTIVITIES		CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Romsey Memorial Park				
Tennis:				
Adult - per court per hour		FREE	FREE	
Child - per court per hour		FREE	FREE	
Fishing:				
Residents	(per rod per day)	17.00	17.25	1.47%
Non-Residents	(per rod per day)	33.25	33.75	1.50%
Residents	(per rod per half day)	10.50	10.66	1.52%
Non-Residents	(per rod per half day)	21.20	21.52	1.51%
* Residents under 18 and over 60 - 50% fees				
Romsey Sports Centre				
Cricket:				
Adults	Monday to Friday	44.25	44.90	1.47%
	Saturday/Sunday	57.70	58.60	1.56%
Under 18	Charged at 50% of the full fee			
Football and Rugby:				
Adults	Monday to Friday	44.75	45.40	1.45%
	Saturday/Sunday	55.30	56.00	1.27%
Under 18	Charged at 50% of the full fee			
Training:				
	Per pitch/hour	12.85	13.00	1.17%
	Changing accommodation supplement	4.40	4.50	2.27%
Floodlights (per court)		6.25	6.34	1.44%
Hire of Ground				
Per day (commercial hire)		On application		

**COMMUNITY & LEISURE SERVICE
FEES AND CHARGES 2017/18**

SPORTING ACTIVITIES		CHARGES	CHARGES	Increase
		2016/17	2017/18	
		£	£	
Saxon Fields Sports Ground				
Football:				
Adults	Monday to Friday	44.75	45.40	1.45%
	Saturday/Sunday	55.30	56.00	1.27%
Under 18	Charged at 50% of the full fee			
Training	per pitch/hour	12.85	13.00	1.17%
	changing accommodation supplement	4.40	4.50	2.27%
Mini Soccer		12.85	13.00	1.17%
Hunts Farm Sports Centre				
Cricket:				
	Monday to Friday	44.25	44.90	1.47%
	Saturday or Sunday	57.70	58.60	1.56%
Under 18	Charged at 50% of the full fee			
Football:				
Adults	Monday to Friday	44.75	45.40	1.45%
	Saturday or Sunday	55.30	56.00	1.27%
Under 18	Charged at 50% of the full fee			
Training	per pitch/hour	12.85	13.00	1.17%
	changing accommodation supplement	4.40	4.50	2.27%
Mini Soccer	per match per pitch	12.85	13.00	1.17%
Croquet Lawn:				
	Per match	38.80	39.38	1.49%
Hire of Top Room (Pavilion):				
	Per hour	10.70	10.90	1.87%
Hire of Ground:				
	Per day (commercial hire)		On application	
Commercial hire of leisure land for exercise classes			On application	

COMMUNITY & LEISURE SERVICE FEES AND CHARGES 2017/18

Usage by Clubs

Full payment in advance for block bookings of 10 or more regular (no further apart than 14 days) sessions for the same activity at the same venue will attract VAT exemption, provided all regulations are complied with. Any cancellation reducing the block booking to below 10 sessions will incur VAT on all remaining sessions except in the event that the Council cancels the booking in the event of unforeseen non-availability.

New clubs or groups may be granted initial discounts at the discretion of the Contractor, in consultation with the Head of Finance.

Notes - All Sports Facilities

- I. Cancelled Bookings - 48 hours notice must be given of a cancellation otherwise the full charge will be payable if the facility cannot be re-let, unless adverse weather conditions caused cancellation.
- II. Alterations to Charges - the Council reserve the right to alter charges of any facility without prior notice, particularly if the rate of VAT changes.
- III. Course Fees, Hire and Sale of Equipment will be charged at the market rate in agreement with the Head of Community & Leisure.
- IV. Non-Specified Charges - authority is given to the Contractor, in conjunction with the Head of Community & Leisure and the Head of Finance, to negotiate and agree charges for the use of non-specified areas, experimental schemes and group bookings to encourage the use of underused or unused facilities and to negotiate discounts with charitable or youth bodies.

**COMMUNITY & LEISURE SERVICE
FEES AND CHARGES 2017/18**

The Lights	CHARGES 2016/17 £		CHARGES 2017/18 £		Increase	
	Non-Commercial	Commercial	Non-Commercial	Commercial	Non-Commercial	Commercial
All charges exclude VAT at the standard rate with the exception of those marked *.						
Hire of Theatre						
4 hours	305.00	505.00	310.00	510.00	1.64%	0.99%
8 hours	400.00	670.00	405.00	675.00	1.25%	0.75%
12 hours	600.00	1,000.00	610.00	1,000.00	1.67%	0.00%
Weekly Hire	2,070.00	2,070.00	2,100.00	2,100.00	1.45%	1.45%
Charge for Sunday Hire	150.00	200.00	150.00	200.00	0.00%	0.00%
Sunday 10am - 10pm. Monday to Saturday 6pm to 11pm						
Hire of Arena						
4 hours	210.00	325.00	215.00	330.00	2.38%	1.54%
8 hours	267.00	415.00	270.00	420.00	1.12%	1.20%
12 hours	296.00	476.00	300.00	480.00	1.35%	0.84%
Hire of Conference Room						
4 hours	80.00	130.00	80.00	130.00	0.00%	0.00%
8 hours	138.00	228.00	140.00	230.00	1.45%	0.88%
12 hours	180.00	295.00	180.00	295.00	0.00%	0.00%
Hire of Board Room						
4 hours	72.00	116.00	72.00	116.00	0.00%	0.00%
8 hours	120.00	202.00	120.00	205.00	0.00%	1.49%
12 hours	158.00	258.00	160.00	260.00	1.27%	0.78%
Hire of Studio One						
4 hours	96.00	165.00	96.00	165.00	0.00%	0.00%
8 hours	175.00	270.00	175.00	270.00	0.00%	0.00%
12 hours	218.00	350.00	220.00	350.00	0.92%	0.00%
Hire of Dance Studios						
4 hours	96.00	165.00	96.00	165.00	0.00%	0.00%
8 hours	175.00	270.00	175.00	270.00	0.00%	0.00%
12 hours	218.00	350.00	220.00	350.00	0.92%	0.00%
Additional dressing room per 4 hour session	36.00	36.00	36.00	36.00	0.00%	0.00%
Flipchart Hire (per day)	8.50	8.50	8.50	8.50	0.00%	0.00%
Laptop	45.00	45.00	45.00	45.00	0.00%	0.00%
Projector	55.00	55.00	55.00	55.00	0.00%	0.00%
Screen Hire (per day)	36.00	36.00	40.00	40.00	11.11%	11.11%
Laptop, Projector, Screen (per day)	125.00	125.00	130.00	130.00	4.00%	4.00%
Technical Services (4 hour session)	60.00	60.00	60.00	60.00	0.00%	0.00%
Ticket Printing - per show	12.50	12.50	12.50	12.50	0.00%	0.00%
Spotlight Theatre Membership Scheme - New Members	20.00 *	N/A	20.00	N/A	0.00%	
Box Office Commission	6.00%	10.00%	6.00%	10.00%	0.00%	0.00%
Credit Card Commission	3.00%	3.00%	3.00%	3.00%	0.00%	0.00%
These charges apply where The Lights prints and processes tickets for hirers of facilities.						
Non-cash transaction fee	1.00	1.00 *	1.00	1.00 *	0.00%	0.00%
Internet Booking Fee	2.50	2.50 *	2.50	2.50 *	0.00%	0.00%
Grand Piano Hire (inc. moving and tuning)	85.00	85.00	85.00	85.00	0.00%	0.00%
TV & DVD (per day)	32.00	32.00	32.00	32.00	0.00%	0.00%
Lectern (per day)	12.00	12.00	12.00	12.00	0.00%	0.00%
Radio Microphone	18.00	18.00	18.00	18.00	0.00%	0.00%
Advertising - What's On Brochure - 1/3rd page	100.00	150.00	100.00	150.00	0.00%	0.00%
Banner Site - Lights' Roof	50.00	50.00 *	50.00	50.00 *	0.00%	0.00%
Star Cloth	45.00	45.00	45.00	45.00	0.00%	0.00%
Wedding Reception Venue Hire	1,500.00	N/A	1,600.00	N/A	6.67%	

COMMUNITY & LEISURE SERVICE FEES AND CHARGES 2017/18

Cemeteries

The fees, payments and sums set out below apply where the person to be interred was, or immediately before death was, a resident of the Borough of Test Valley or, in the case of a stillborn child, where one of the parents is, or at the time of interment was, such a resident. In all other cases the fees and charges relating to non-residents will apply.

Persons who were formerly residents of the Borough of Test Valley shall be considered as residents for the purpose of the scale of fees, if the date of death is less than twelve months after leaving the Borough.

	2016/17 £	2017/18 £	Increase
1 Interment and Scattering Management Fee (No charge for persons 3 years or under)			
Ashes interment	244.00	247.00	1.23%
Scattering of Ashes	244.00	247.00	1.23%
Full Burial Plots Single Interment	540.00	548.00	1.48%
Full Burial Plots Double Interment	668.00	678.00	1.50%
NOTE - Above charges are for Test Valley residents. Double fee is payable for non-residents.			
2 Combined Fee for Purchase of Exclusive Right of Burial and Erection of Memorial			
These fees include the Deed of Grant and all expenses thereof.			
<u>Full Burial Plots</u>			
a. Childs Plot size 0.914m x 0.609m (3'0" x 2'0")	279.00	283.00	1.43%
<u>Memorial Guidance</u> A headstone, tablet, wooden cross or inscribed vase. Overall measurements should not exceed 1.066m (3'6") in height including the base, 0.609m (2'0") in width including the base and 0.457m (1'6") in depth.			
b. Single Depth Plot size 1.981m x 1.143m (6' 6" x 3'9") and 1.371m (4'6" in depth)	442.00	448.00	1.36%
<u>Memorial Guidance</u> A headstone, tablet, wooden cross or inscribed vase. Overall measurements should not exceed 1.066m (3'6") in height including the base, 0.762m (2'6") in width including the base and 0.457m (1'6") in depth.			
c. Double Depth Plot size 1.981m x 1.143m (6'6" x 3'9") and 1.828m (6'0" depth)	627.00	636.00	1.44%
<u>Memorial Guidance</u> A headstone, tablet, wooden cross or inscribed vase. Overall measurements should not exceed 1.066m (3'6") in height including the base, 0.762m (2'6") in width including the base and 0.457m (1'6") in depth.			
<u>Standard Cremated Remains Plots</u>			
d. Cremated remains plot size 0.457m x 0.304m (1'6"x1'0"). Applies to both double and single depth.	341.00	346.00	1.47%
<u>Memorial Guidance for Standard Cremated Remains Plots</u> A flat tablet not exceeding 0.457m (1'6") x 0.304m (1'0") x 0.050m (2")			
<u>Proposed Cremated Remains Plots</u>			
e. Cremated remains plot size 0.508m(1'8") x 0.508m (1'8"). Applies to both double and single depth.	382.00	382.00	0.00%
<u>Memorial Guidance for Proposed Cremated Remains Plots</u> Foundation Stone not exceeding 0.508m (1'8") x 0.508m (1'8") A tablet, cross, book, desk top style or upright memorial should not exceed 0.508m (1'8") in height, 0.457m (1'6") in width and 0.457 (1'6") in depth.			

**COMMUNITY & LEISURE SERVICE
FEES AND CHARGES 2017/18**

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Cemeteries (Cont.)			
3 Gravestones, Tablets and Memorial Inscriptions			
(Where the Exclusive Right of Burial was purchased prior to the introduction of the combined fee - 01 April 2004)			
<u>Lawn Memorial</u>			
a. A headstone, tablet, wooden cross, inscribed vase, not to exceed 1.066m (3'6") in height including base, 0.762m (2'6") including the base and 0.457m (1'6") in depth.	130.00	132.00	1.54%
<u>Cremation Tablet - Single</u>			
b. a tablet not to exceed 0.457m (1'6") x 0.304m (1'0") x 0.050m (2") on site for cremated remains	99.00	100.00	1.01%
Additional Inscription	27.00	27.00	0.00%
Replacement memorial (identical)	27.00	27.00	0.00%
Renovation of memorial	27.00	27.00	0.00%
Memorials covering the whole of the surface of a burial plot, with or without kerbs, are neither permitted in the lawn area of the Andover Cemetery nor the Charlton (Andover) and Woodley (Romsey) Cemeteries. The following memorials will only be permitted;			
On a grave - a headstone, tablet, wooden cross or inscribed vase.			
On a site of cremated remains - an inscribed tablet set flush with the ground surface.			
On a proposed cremation plot - a tablet, cross, book, desk top style or upright memorial.			
4 Other Cemetery Services			
a. Transfer of Exclusive Right of Burial to a new registered owner.	34.00	34.00	0.00%
b. Top up purchase of Exclusive Right of Burial Five Years	21.00	21.00	0.00%
c. Copy of Deed of Grant	28.00	28.00	0.00%
d. Copy of Registry Entry	10.00	10.00	0.00%
e. Hire of Charlton Cemetery family room / hour	22.00	22.00	0.00%
f. Exhumation	On application		
g. Genealogy services	15.00	15.00	0.00%

**COMMUNITY & LEISURE SERVICE
FEES AND CHARGES 2017/18**

SPORTING ACTIVITIES		CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Charlton Sports Centre (Cont.)				
Artificial Turf Pitch:				
Hockey/Football (60 minutes)				
Full Pitch				
Adult	Peak	51.25	52.00	1.46%
	Off Peak	35.50	36.00	1.41%
Junior	Peak	26.55	27.00	1.69%
	Off Peak	18.25	18.50	1.37%
Concessionary rate		21.90	22.25	1.60%
Three Quarter Pitch				
Adult	Peak	42.60	43.25	1.53%
	Off Peak	28.35	28.78	1.52%
Junior	Peak	22.00	22.30	1.36%
	Off Peak	15.00	15.20	1.33%
Half Pitch				
Adult	Peak	33.15	33.65	1.51%
	Off Peak	22.25	22.60	1.57%
Junior	Peak	18.25	18.52	1.48%
	Off Peak	12.95	13.15	1.54%
Quarter Pitch (Six a Side)				
Adult	Peak	22.15	22.50	1.58%
	Off Peak	17.85	18.15	1.68%
Junior	Peak	15.30	15.50	1.31%
	Off Peak	11.70	11.90	1.71%
Floodlights (per hour)	Peak	10.25	10.40	1.46%
Peak Period:	Monday - Friday 5.00 pm - 10.00 pm Saturday and Sunday - all day			
Off Peak Period:	Monday - Friday 9.00 am - 5.00 pm			
Prices include:	Changing and shower facilities			

**COMMUNITY & LEISURE SERVICE
FEES AND CHARGES 2017/18**

		CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Andover Sports Academy				
Tennis	Adult	7.20	7.30	1.39%
	Junior	3.60	3.65	1.39%
Table Tennis	Adult	5.00	5.05	1.00%
	Junior	3.75	3.80	1.33%
Short Mat Bowls	Adult	3.70	3.75	1.35%
	Junior	1.80	1.80	0.00%
Indoor Hall (not for profit bookings)	Adult	19.45	19.75	1.54%
	Junior	12.95	13.15	1.54%
Communiy Suite	Adult	17.30	17.50	1.16%
	Junior	12.70	12.90	1.57%
	Commercial	25.25	25.60	1.39%
Meeting Room	Adult	11.70	11.90	1.71%
	Junior	6.40	6.50	1.56%
	Commercial	17.10	17.30	1.17%
Studio Room	Adult	16.70	17.00	1.80%
	Junior	9.20	9.30	1.09%
	Commercial	24.35	24.70	1.44%
Outdoor Court – Team games	Adult	20.65	21.00	1.69%
	Junior	11.70	11.90	1.71%
Floodlights (per court)	Adult	6.10	6.20	1.64%
	Junior	3.05	3.10	1.64%
Hire of equipment	Adult	2.85	2.90	1.75%
	Junior	1.95	2.00	2.56%

CORPORATE FEES AND CHARGES 2017/18

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Advertising - Test Valley News			
1/2 Page Advert Portrait (127mm x 350mm) Landscape (259mm x 172mm)	1,000.00	1,000.00	0.00%
1/4 Page Advert Portrait only (127mm x 172mm)	650.00	650.00	0.00%
1/8 Page Advert Portrait (61mm x 172mm) Landscape (127mm x 86mm)	350.00	350.00	0.00%
1/16 Page Advert Portrait only (61mm x 86mm)	200.00	200.00	0.00%
Small Advert Portrait only (63mm x 66mm)	125.00	125.00	0.00%

For details of artwork requirements, please contact the editor on 01264 368000.

General Photocopying

General Photocopying (per A4 side)

Black and White A4/A5	0.20	0.20	0.00%
A3	0.40	0.40	0.00%
Colour A4/A5	0.75	0.75	0.00%
A3	1.50	1.50	0.00%
Student/Parish Council Rate- (Black and White only); A4/A5	0.10	0.10	0.00%
A3	0.20	0.20	0.00%

Details of copy charges for larger size printing (up to A0) are shown on the Planning and Building Service pages and are applicable across the Council.

NOTE - All charges above are subject to VAT at the standard rate

ENVIRONMENTAL SERVICE FEES AND CHARGES 2017/18

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Bulky Household Waste Collection			
Single Item	27.25	27.75	1.83%
Multiple items (maximum of four items)	49.00	50.00	2.04%
Garden Waste - price on application, subject to a minimum charge of	32.00	32.50	1.56%
Disposable sacks for Schedule 2 Waste (roll of 25)	55.00	55.50	0.91%
Garden Waste Collection			
Initial Annual Subscription*	29.50	31.00	5.08%
Additional Annual Subscriptions	17.00	17.50	2.94%
6 Monthly Subscription (November to May)	17.00	No longer available	
Replacement Sack	1.50	1.75	16.67%
Early Bird Discount	2.00	No longer available	
Online Discount	1.50	No longer available	
* one subscription is one sack / approved receptacle			
Wheeled Bins			
Purchase of black wheeled bin for waste collection (per bin)	25.00	30.00	20.00%
Purchase of brown wheeled bin for waste collection (per bin)	25.00	25.00	0.00%
Purchase of 1100 litre wheeled bin for waste collection (per bin)	275.00	280.00	1.82%
There is no charge for changing from a small (140 litre) to a large (240 litre) brown recycling bin			
Shopping Trolley Return			
Removal, Storage and Return	75.00	75.00	0.00%
Direct return (where an agreement is in place with the owner)	35.00	35.00	0.00%
Fixed Penalty Notice			
	Min / Max	Min / Max	
Dog Fouling and Dropping Litter	50 / 80	50 / 80	
Street Litter Control Notices/Litter Clearing Notices	60 / 110	60 / 110	
Graffiti / Flyposting	50 / 80	50 / 80	
Offences in relation to waste receptacles	60 / 110	60 / 110	
Abandoning a Vehicle	120 / 200	120 / 200	
Failure to produce authority (waste transfer notes)	180 / 300	180 / 300	
Failure to furnish documentation (waste carrier's licence)	180 / 300	180 / 300	

**ENVIRONMENTAL SERVICE
FEES AND CHARGES 2017/18**

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Vehicle Workshop Charges			
Brake Roller Test (Per Axle)	24.00	24.50	2.08%
Hire Charges			
Operative Hire	25.00	25.50	2.00%
Operative and Van Hire	36.00	36.50	1.39%
Mechanical Sweeper - Large (HGV) Sweeper	50.00	51.00	2.00%
Mechanical Sweeper - Compact Unit	38.50	39.00	1.30%
Hire charges are per hour, subject to a minimum 1 hour hire. Travel time is in addition to hire charge and may require an additional charge.			
Note - All charges above are subject to VAT at the standard rate			
MoT Test Fees			
Class 4 vehicles (Cars)	40.00	40.00	0.00%
Class 5 vehicles (Passenger vehicles)	50.00	50.00	0.00%
Class 7 vehicles (Goods vehicles up to 3,500 kg)	50.00	50.00	0.00%
Combined Taxi / Hackney Carriage Test & MoT	75.00	76.00	1.33%

**ESTATES & ECONOMIC DEVELOPMENT SERVICE
FEES AND CHARGES 2017/18**

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
High Street (Daily or part thereof)			
Concessionary	59.00	60.00	1.69%
Commercial / Private Hire	261.00	265.00	1.53%
Time Ring (Daily or part thereof)			
Concessionary	21.00	21.00	0.00%
Private Hire	39.00	40.00	2.56%
Commercial Hire	133.00	135.00	1.50%

Conditions of Hire:

Full terms and conditions can be viewed on the
Council's website www.testvalley.gov.uk
Or contact the Estates Service on 01264 368000

**ESTATES & ECONOMIC DEVELOPMENT SERVICE
FEES AND CHARGES 2017/18**

THE RENDEZVOUS / UPPER GUILDHALL

Sessions	Private Hire		Commercial Hire		Concessionary	
	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Thursday	Fri., Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Daily 08.00 - 24.00	155.00	293.00	361.00	510.00	104.00	137.00
Morning 08.00 - 13.00	50.00	99.00	119.00	180.00	34.00	41.00
Afternoon 13.00 - 18.00	50.00	99.00	119.00	180.00	34.00	41.00
Evening 18.00 - 24.00	61.00	109.00	137.00	188.00	43.00	72.00
Hourly (Min. 2 hrs)	31.00	35.00	58.00	75.00	15.00	17.00

For 2017/18 the above charges have increased by between 0.00% and 1.75%.

Wedding Fees

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Weekday (excluding bank holidays)	176.00	176.00	0.00%
Saturday	275.00	275.00	0.00%
Sunday / Bank Holiday	298.00	298.00	0.00%

The above fee includes 1 hours for rehearsal

Bookings can be for morning (08:00 - 13:00) or afternoon (13:00 - 16:00)

Conditions of Hire

See Crosfield Hall Charges

**ESTATES & ECONOMIC DEVELOPMENT SERVICE
FEES AND CHARGES 2017/18**

CROSFIELD HALL

Whole Complex	Private Hire		Commercial Hire		Concessionary Hire	
Sessions	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Thursday	Fri., Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Daily 08.00 - 24.00	289.00	327.00	378.00	522.00	196.00	260.00
Morning 08.00 - 13.00	87.00	98.00	115.00	157.00	58.00	76.00
Afternoon 13.00-18.00	116.00	129.00	153.00	211.00	76.00	103.00
Evening 18.00 - 24.00	116.00	129.00	153.00	211.00	76.00	103.00
Hourly (Min. 2 hrs)	31.00	33.00	38.00	50.00	18.00	26.00
Main Hall	Private Hire		Commercial Hire		Concessionary Hire	
Sessions	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Thursday	Fri., Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Daily 08.00 - 24.00	195.00	218.00	298.00	422.00	128.00	196.00
Morning 08.00 - 13.00	58.00	69.00	89.00	125.00	39.00	58.00
Afternoon 13.00-18.00	76.00	87.00	119.00	168.00	50.00	76.00
Evening 18.00 - 24.00	76.00	87.00	119.00	168.00	50.00	76.00
Hourly (Min. 2 hrs)	18.00	23.00	31.00	41.00	13.00	18.00
Annexe	Private Hire		Commercial Hire		Concessionary Hire	
Sessions	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Thursday	Fri., Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Daily 08.00 - 24.00	145.00	160.00	224.00	316.00	97.00	159.00
Morning 08.00 - 13.00	42.00	46.00	70.00	96.00	30.00	46.00
Afternoon 13.00-18.00	58.00	69.00	89.00	125.00	39.00	67.00
Evening 18.00 - 24.00	58.00	69.00	89.00	125.00	39.00	67.00
Hourly (Min. 2 hrs)	14.00	15.00	23.00	32.00	9.00	15.00
Nightingale Room	Private Hire		Commercial Hire		Concessionary Hire	
Sessions	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Thursday	Fri., Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Daily 08.00 - 24.00	56.00	73.00	97.00	135.00	40.00	68.00
Morning 08.00 - 13.00	17.00	23.00	30.00	40.00	13.00	18.00
Afternoon 13.00-18.00	23.00	30.00	39.00	52.00	15.00	26.00
Evening 18.00 - 24.00	23.00	30.00	39.00	52.00	15.00	26.00
Hourly (Min. 2 hrs)	7.00	8.00	9.00	14.00	4.00	7.00

For 2017/18 the above charges have increased by between 0% and 1.96%.

ESTATES & ECONOMIC DEVELOPMENT SERVICE FEES AND CHARGES 2017/18

CROSFIELD HALL (Cont.)

NOTES:

Storage Charges

(For Regular Hirers of the Crosfield Hall)

Type of Storage	Size	Annual Charge
Metal Cupboard	Up to 1200mm x 1000mm x 470mm	£41.00
Storage area under stage (One Side)	1200mm x 3600mm x 6000mm	£143.00

- 1) All items are left at hirers own risk. Test Valley Borough Council will not be held responsible for any theft or damage that might occur whilst equipment etc is stored on the premises.
- 2) The location of storage is at the discretion of the Estates Service.
- 3) The above storage facility will be made available to groups and/or organisations who hire the Crosfield Hall in advance for no less than one booking per month for a minimum of ten months in any one calendar year.
- 4) The storage of equipment etc will be subject to prior arrangement with the Head of Estates.
- 5) Test Valley Borough Council reserves the right to move and or dispose of any equipment left on the premises at the expiration of the storage hire period.

Conditions of Hire for Guildhall and Crosfield Hall

The scales of charges are subject to the conditions of hire

Sunday Trading

The Council will not permit a hiring which contravenes the Shops Act 1994.

Discounts

A discount of 10% will be given on the total bill to all categories of hirers on bookings for 2 or more days, whether consecutive days or block bookings, when payment is made in advance, or where 2 or more rooms are hired for the same day(s).

Concessionary Rates

- 1) Concessionary rates of hire will be charged to individuals/organisations for bookings falling within the following guidelines and the Head of Estates and Corporate Director exercise discretion where any doubts arise as to whether or not the applicant falls within the guidelines:-
 - a) for individuals or organisations holding a charitable status, based in Test Valley, who hire the halls for a purpose which benefits the community at large, the organisation is bona fide, and only pays honoraria to its officers
- 2) The Head of Estates is authorised not to require payment in advance in respect of bookings for concessionary rates of hire.
- 3) The Head of Estates is authorised to decide into which category, i.e. commercial, private or concessionary, an application falls.
- 4) The Head of Estates is authorised to request a £300 deposit from hirers. This amount can be used to pay for damage / additional cleaning works, with the balance to be refunded.

**ESTATES & ECONOMIC DEVELOPMENT SERVICE
FEES AND CHARGES 2017/18**

OFFICE ACCOMMODATION - BEECH HURST

Conference Room 1	Private Hire		Commercial Hire		Concessionary Hire	
	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Sessions						
Daily 09.00 - 23.00	228.00	478.00	343.00	586.00	159.00	N/A
Morning 09.00 - 13.00	114.00	228.00	141.00	278.00	80.00	N/A
Afternoon 13.00-17.00	114.00	228.00	141.00	278.00	80.00	N/A
Evening 18.00 - 23.00	118.00	263.00	177.00	346.00	103.00	N/A

Conference Rooms 2 & 5	Private Hire		Commercial Hire		Concessionary Hire	
	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Sessions						
Daily 09.00 - 23.00	155.00	228.00	207.00	346.00	96.00	N/A
Morning 09.00 - 13.00	81.00	132.00	110.00	174.00	53.00	N/A
Afternoon 13.00-17.00	81.00	132.00	110.00	174.00	53.00	N/A
Evening 18.00 - 23.00	86.00	149.00	117.00	217.00	66.00	N/A

Interview Room	Private Hire		Commercial Hire		Concessionary Hire	
	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Sessions						
Daily 09.00 - 23.00	75.00	131.00	114.00	199.00	59.00	N/A
Morning 09.00 - 13.00	30.00	44.00	52.00	85.00	23.00	N/A
Afternoon 13.00-17.00	30.00	44.00	52.00	85.00	23.00	N/A
Evening 18.00 - 23.00	37.00	71.00	75.00	118.00	30.00	N/A

For 2017/18 the above charges have increased by between 0% and 1.96%.

Discounts

A discount of 10% will be given on the total bill to all categories of hire on bookings for 2 or more days, whether consecutive days or block bookings, where payment is made in advance, or where 2 or more rooms are hired for the same day(s).

Concessionary Rates

No concessionary rates for Saturday, Sunday and Bank Holidays.

Other

Tea/Coffee/Biscuits/Cordial - per catering charges set by Property Services Manager.
Buffet lunches per menus

VAT applied at standard rate on catering, no VAT on rooms/halls hire.

Conference Aids Standard facilities include flip chart stand and overhead projector and screens.

NB

No suite / room charge for Council and Committee bookings, internal courses, seminars, meetings and local authority professional associations, except where the majority of delegates are external and a course fee is charged.

Due to the location of Conference Room 4, the hire of this room will be at the discretion of the Head of Estates & Economic Development.

HOUSING & ENVIRONMENTAL HEALTH SERVICE FEES AND CHARGES 2017/18

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Licences			
Dog Breeders - plus Vet's fees			
Commercial Dog Breeders	148.00	150.00	1.35%
Breeders for Dog Shows	105.00	106.00	0.95%
Pet Shops	148.00	150.00	1.35%
Home Trading Pet Shop	87.00	88.00	1.15%
Riding Establishments (plus Vet's costs)	189.00	191.00	1.06%
Animal Boarding Establishments			
Domestic Boarding Establishments	103.00	104.00	0.97%
Commercial Boarding Establishments - Dogs	148.00	150.00	1.35%
Commercial Boarding Establishments - Cats	130.00	131.00	0.77%
Commercial Boarding Establishments - Combined	209.00	212.00	1.44%
Dangerous Wild Animals (plus Vet's costs)	189.00	191.00	1.06%
Zoo (per 4 or 5 years, plus Vet's costs)	945.00	945.00	0.00%
Street Traders			
Up to seven days	41.00	42.00	2.44%
Annual - one night per week	600.00	609.00	1.50%
Annual - extra night per week	98.00	99.00	1.02%
Registrations			
Initial Registration of Hairdressers	105.00	106.00	0.95%
Ear / Skin Piercers and Tattooists	140.00	142.00	1.43%
Electrolysis practitioners	140.00	142.00	1.43%
Hygiene Certificates (plus analysis charges as deemed necessary)	68.00	69.00	1.47%
Dog Control			
Collection Fee (plus kennelling fee for number of days / part days recharged at cost)	35.00	35.00	0.00%

**HOUSING & ENVIRONMENTAL HEALTH SERVICE
FEES AND CHARGES 2017/18**

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Houses in Multiple Occupation			
Licensing - Basic Fee	455.00	478.00	5.05%
- Maximum Fee	750.00	No longer used	
- Drawing plan on landlord request		75.00 *	
10% discount for members of recognised landlord associations			
DFG Administration Charge			
Charge on Disabled Facilities Grants where architect or agent isn't employed		10%	
Caravan Site Licences (set in separate fee policy)			
Transferring a site licence	110.25	110.25	0.00%
Varying site licence conditions	253.75	253.75	0.00%
Depositing site rules	46.75	46.75	0.00%
Granting a site licence - 1-5 units	288.00	288.00	0.00%
- 6-15 units	340.50	340.50	0.00%
- 16-30 units	375.50	375.50	0.00%
- 31-45 units	419.25	419.25	0.00%
- 46 and above units	463.00	463.00	0.00%
Annual fee - 2-5 units	232.75	232.75	0.00%
- 6-15 units	250.25	250.25	0.00%
- 16-30 units	337.75	337.75	0.00%
- 31-45 units	372.75	372.75	0.00%
- 46 and above units	390.25	390.25	0.00%
Enforcement fees	Hourly rate	Hourly rate	
Housing Act Notices & Orders			
Determination, preparation & serving of a Notice or making of an Order	Hourly rate Min. 2hrs	Hourly rate Min. 2hrs	
Registered Provider Affordable Housing Enabling Fee	£250 per unit	£250 per unit	
Health Education Courses			
Health & Safety and Food Hygiene Courses		On application	
Photographs			
Photograph from negative	6.00	6.00	0.00%
Photograph from print	15.00	15.00	0.00%
Digital Photographs	6.00	6.00	0.00%
Motor Salvage Operators			
Registration	75.00	75.00	0.00%
Viewing of Register	Nil	Nil	
Copy of Register	11.00	11.00	0.00%
Environmental Protection Act / Pollution, Prevention and Control Act 1999 (Regulations 2000)			
Environmental Protection Act - Prescribed Processes			
In accordance with the DEFRA fees and charges scheme			
Immigration Assessment of Fitness -			
Checks for residency and work permit applications	149.00 *	149.00 *	0.00%

* Plus VAT at standard rate

HOUSING & ENVIRONMENTAL HEALTH SERVICE FEES AND CHARGES 2017/18

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Pest Control			
Domestic Premises:			
Wasps, Hornets' Nest	49.00	50.00	2.04%
Each additional nest (Payment in advance)	16.00	16.25	1.56%
Rats & Mice - Maximum of three visits	66.00	67.00	1.52%
Charges for rat and mouse treatments are only applicable to those residents classed as non-vulnerable.			
There will be no charge for households in receipt of Council Tax support.			
Fleas			
Up to 3 bedroomed property	66.00	67.00	1.52%
4 bedroomed property	76.00	77.00	1.32%
5 bedroomed property	86.00	87.00	1.16%
In excess of 5 bedrooms, each additional bedroom	10.00	10.00	0.00%
Re-visit within 10 days of initial treatment	Nil	Nil	
Re-visit after 10 days of initial treatment, charges as above			
Bed Bugs			
Up to 3 bedroomed property	81.00	82.00	1.23%
4 bedroomed property	93.00	94.00	1.08%
5 bedroomed property	103.00	104.00	0.97%
In excess of 5 bedrooms, each additional bedroom	10.00	10.00	0.00%
Re-visit within 10 days of initial treatment	Nil	Nil	
Re-visit after 10 days of initial treatment, charges as above			
Other Insects	66.00	67.00	1.52%
(Minimum charge up to 1 hour, thereafter hourly rate for each hour or part thereof)			
Commercial Premises:			
Non Contract work			
Rodents - initial visit	98.00	99.00	1.02%
Rodents - additional visits	49.00	50.00	2.04%
Fleas	76.00	77.00	1.32%
Other Insects (Minimum charge - 1 hour)	76.00	77.00	1.32%
Additional visits - hourly rate plus cost of materials			
Wasps, Hornets' Nest (Payment in advance)	59.00	60.00	1.69%
Each additional nest (Payment in advance)	21.00	21.25	1.19%
Advice / Premises Surveys	22.00	22.25	1.14%

If an invoice is required a charge of £12 will be added to the cost of treatments.

Contract Work - Rodents and Insects. Quotations given for individual premises

HOUSING & ENVIRONMENTAL HEALTH SERVICE FEES AND CHARGES 2017/18

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Work carried out for the Public			
(Work carried out on the legitimate request of the public OR in cases where the Council is entitled to act in default of a legal obligation upon a member of the public AND where there is no other legal constraint affecting the ability of the Council to determine a charge.)			
Charge will equate to the cost of materials, travel, other services plus cost of staff time. This staff time will be charged at £45 per hour (minimum 1 hour) plus £30 per additional half hour or part thereof, plus £24 administration time.			
Water Sampling			
Plus Analysts fees for Water Supplies in Categories A-E	67.00	68.00	1.49%
Swimming pools - plus analysts fee	25.00	25.00	0.00%
Food Register			
Viewing register	Nil	Nil	
Single entry from register	10.00	10.00	0.00%
Section copy of register	42.00	42.50	1.19%
Whole register copy	75.00	76.00	1.33%
Pollution and Contaminated Land			
Contaminated land and general pollution related queries	46.00	47.00	2.17%
Detailed contaminated land and pollution queries (Minimum of 1 hour, thereafter £43 for each hour or part thereof)	46.00	47.00	2.17%
Contaminated Land Registry			
Viewing register	Nil	Nil	
Single entry from register	6.00	6.00	0.00%
Whole register copy	59.00	59.50	0.85%
Attendance at Court, Factual Statements			
(Hourly rate of E & H Officer involved)			

**LEGAL & DEMOCRATIC SERVICE
FEES AND CHARGES 2017/18**

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Local Land Charges			
LLC1	40.00	40.00	0.00%
CON29	57.00	57.00	0.00%
Additional parcels - LLC1	7.00	7.00	0.00%
Additional parcels - CON29	8.00	8.00	0.00%
Part II Enquiries	14.00	14.00	0.00%
Handling Fee for Con29O	20.00	20.00	0.00%
Additional Questions	20.00	20.00	0.00%
Data Protection			
Data Subject Access Requests - Statutory Maximum	10.00	10.00	0.00%

**LEGAL & DEMOCRATIC SERVICE
FEES AND CHARGES 2017/18**

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Electoral Register Fees - Statutory Charges			
Data format Per Transaction	20.00	20.00	0.00%
Per 1,000 names or part thereof	1.50	1.50	0.00%
Print Format Per Transaction	10.00	10.00	0.00%
Per 1,000 names or part thereof	5.00	5.00	0.00%
Electoral Register - Marked copies of Register and Absent Lists			
Statutory Charges			
Data format Per Transaction	10.00	10.00	0.00%
Per 1,000 names or part thereof	1.00	1.00	0.00%
Print Format Per Transaction	10.00	10.00	0.00%
Per 1,000 names or part thereof	2.00	2.00	0.00%
Licences			
Tables and Chairs on the Highway	199.00	199.00	0.00%
Sex Establishments - Grant, renewal or transfer - on application	478.00	478.00	0.00%
Sex Establishments - Grant, renewal or transfer - further charge if application goes to the Licensing Committee	785.00	785.00	0.00%
Sex Establishments - Variation	182.00	182.00	0.00%
Scrap Metal Dealers - Grant/renewal - Site licence	320.00	350.00	9.38%
Scrap Metal Dealers - Grant/renewal - Collector's licence	192.00	220.00	14.58%
Scrap Metal Dealers - variation of licence	64.00	130.00	103.13%
Hackney Carriages and Private Hire Vehicle Licences			
Replacement Plate	8.00	8.00	0.00%
Hackney Carriages - Vehicle	92.00	92.00	0.00%
Hackney Carriages - Temporary Change of Vehicle		49.00	
Hackney Carriages - Transfer of Vehicle Ownership		25.00	
Hackney Carriages - Inspection (Initial)	50.00	50.75	1.50%
Private Hire - Vehicle	92.00	92.00	0.00%
Private Hire - Temporary Change of Vehicle		49.00	
Private Hire - Transfer of Vehicle Ownership		25.00	
Private Hire - Inspection (Initial)	50.00	50.75	1.50%
Operator Licence - One Year	77.00	77.00	0.00%
Operator Licence - Five Years	207.00	198.00	-4.35%
New Driver Licence - One Year *	147.00	155.00	5.44%
New Driver Licence - Three Years *	207.00	171.00	-17.39%
Renewal Driver Licence - One Year *	96.00	107.00	11.46%
Renewal Driver Licence - Three Years *	165.00	123.00	-25.45%
Driver ID Validation service	7.50	7.50	0.00%
Replacement licence or badge	10.00	10.00	0.00%

* All driver licences fees are reduced by £71 if a current enhanced criminal records disclosure can be provided

LEGAL & DEMOCRATIC SERVICE

FEES AND CHARGES 2017/18

Gambling Act 2005 Permit Fees

	New Applications	Annual Fee	Renewal	Existing Operator new application	Variation of Permit	Transfer of Permit	Copy of Permit	Change of Name
	£	£	£	£	£	£	£	£
Family Entertainment Centre	300	N/A	300	N/A	N/A	N/A	15	25
Small Society Lottery	40	20	N/A	N/A	N/A	N/A	N/A	N/A
Club Gaming	200	50	200	100	100	N/A	15	N/A
Club Gaming Machine	200	50	200	100	100	N/A	15	N/A
Prize Gaming	300	N/A	300	N/A	N/A	N/A	15	25
Licensed Premises Gaming Machine (2 machines or less)	50	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Licensed Premises Gaming Machine (more than 2 machines)	150	50	N/A	100	100	25	15	25

Gambling Act 2005 Premises Fees

	Non-fast track advance application (note 1)	Premises already holding provisional statement	Ordinary Premises Licence	Annual Fee	Variation of Permit	Transfer of Licence	Reinstatement of Licence	Provisional Statement
	£	£	£	£	£	£	£	£
Bingo premises	1,750	1,200	3,500	1,000	1,750	1,200	1,200	3,500
Family Entertainment Centre	1,000	950	2,000	750	1,000	950	950	2,000
Adult Gaming Centre	1,000	1,200	2,000	1,000	1,000	1,200	1,200	2,000
Betting premises	1,500	1,200	3,000	600	1,500	1,200	1,200	3,000

Notes

1 This is for existing licensed premises who wish to convert their existing licence but vary some or all of the default conditions proposed by the Gambling Commission that will be attached to the licence. For licence holders wishing to convert their existing licence who accept all the default conditions, the fee is £300. These fees will only apply during the transitional phase when licences are being converted.

2 The fee for notification of a change of circumstances is £50.

3 The fee for a copy of a licence is £25.

All charges are statutorily set and remain at the same levels as 2016/17

**LEGAL & DEMOCRATIC SERVICE
FEES AND CHARGES 2017/18**

Liquor Licences

Applications for Premises Licences

Property Band Rateable Value (£)	A 0 - 4,300	B 4,301 - 33,000	C 33,001 - 87,000	D 87,001 - 125,000	E 125,001 +
Fee for conversion applications	100.00	190.00	315.00	450.00	635.00
Fee for conversion applications (town centre properties used exclusively or primarily for selling alcohol)	N/A	N/A	N/A	900.00	1905.00
Annual fee to be paid on anniversary of grant of licence	70.00	180.00	295.00	320.00	350.00

Additional fees for Premises and Club Premises with a capacity of over 5,000 persons.

Capacity	Additional fee payable on application	Additional annual fee payable
5,000 - 9,999	1,000	500
10,000 - 14,999	2,000	1,000
15,000 - 19,999	4,000	2,000
20,000 - 29,999	8,000	4,000
30,000 - 39,999	16,000	8,000
40,000 - 49,999	24,000	12,000
50,000 - 59,999	32,000	16,000
60,000 - 69,999	40,000	20,000
70,000 - 79,999	48,000	24,000
80,000 - 89,999	56,000	28,000
90,000 +	64,000	32,000

All charges are statutorily set and remain at the same levels as 2016/17

**LEGAL & DEMOCRATIC SERVICE
FEES AND CHARGES 2017/18**

Liquor Licences Continued	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Other Premises Fees			
Copies of information contained in the register	POA *	POA *	
Application for copy of licence	10.50	10.50	0.00%
Notification of change of address	10.50	10.50	0.00%
Application to vary individual as premises supervisor	23.00	23.00	0.00%
Application to transfer premises licence	23.00	23.00	0.00%
Interim authority notice	23.00	23.00	0.00%
Application for making of a provisional statement	315.00	315.00	0.00%
Notification of change in club rules	10.50	10.50	0.00%
Change of name of registered address of club	10.50	10.50	0.00%
Temporary event notices	21.00	21.00	0.00%
Application for copy of notice on theft	10.50	10.50	0.00%
Notification of change of name or address (personal licence)	10.50	10.50	0.00%
Notice of interest in any premises	21.00	21.00	0.00%
Personal Licence Fee	37.00	37.00	0.00%
Minor variation	89.00	89.00	0.00%

* POA - Payment on Application

PLANNING & BUILDING SERVICE FEES AND CHARGES 2017/18

	CHARGES 2016/17	CHARGES £ 2017/18	Increase £
Town and Country Planning			
Planning Pre Application Enquiry Fees (figures exclude VAT at the Standard Rate)			
Householder	40.00	40.00	0.00%
1 dwelling	100.00	100.00	0.00%
2-5 dwellings	180.00	180.00	0.00%
6-9 dwellings	300.00	300.00	0.00%
10-20 dwellings	530.00	530.00	0.00%
21+ dwellings	10% of application fee	10% of application fee	
Other development 0 -99m ²	75.00	75.00	0.00%
Other development 100-499m ²	200.00	200.00	0.00%
Other development 500-999m ²	375.00	375.00	0.00%
Other development 1,000m ² +	450.00 or 10% of application fee whichever is greater	450.00 or 10% of application fee whichever is greater	
Change of use	140.00	140.00	0.00%
Advertisements	40.00	40.00	0.00%
Variation of condition	50.00	50.00	0.00%
<u>Reduced Fees</u>			
Proposals by Parish Councils	50% reduction	50% reduction	
Proposals by non-profit making clubs or other non profit making sporting or recreational organisations, relating to playing fields for their own use	50% reduction	50% reduction	
Follow up amended pre application enquiries	50% reduction	50% reduction	
<u>Exemptions</u>			
Affordable Housing Exception Schemes in Rural Areas by Registered Providers	FREE	FREE	
Listed Building works not requiring planning permission	FREE	FREE	
Conservation Area demolition	FREE	FREE	
Article 4 directions	FREE	FREE	
Alterations to dwelling houses or buildings to which members of the public are admitted, for the purpose of providing means of access for disabled people (or securing the safety, health or comfort of disabled people, in the case of dwelling	FREE	FREE	
Non-material amendments	FREE	FREE	
Extension of time for implementation	FREE	FREE	
Planning Application Fees	Statutory Scale of Charges		

Full details can be viewed on the Council's website www.testvalley.gov.uk
Or contact the Planning & Building Service on 01264 368000

**PLANNING & BUILDING SERVICE
FEES AND CHARGES 2017/18**

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Plan Copying (per side)			
A2	2.50	2.50	0.00%
A1	5.00	5.00	0.00%
A0	10.00	10.00	0.00%
 A4 OS Site Plans for Planning Applications - set of 6 copies (including OS charge) 1/500 scale - rural and urban; 1/1250 urban and 1/2500 rural	 18.00	 18.00	 0.00%
Planning Enquiries Relating to Land Transactions	35.00	35.00	0.00%
Planning Enquiries requiring research. Written response per hour or part thereof	50.00	50.00	0.00%
Planning Permission - Letters of Compliance per enquiry			
Basic investigations, plus letter	35.00	35.00	0.00%
Detailed investigations and/or site visit, plus letter	80.00	80.00	0.00%
Legal Agreements - Letters of Compliance per enquiry			
Basic investigations, plus letter	35.00	35.00	0.00%
Detailed investigations and/or site visit, plus letter	80.00	80.00	0.00%
High Hedges Complaint Fee	350.00	350.00	0.00%
Tree Consent - written response per enquiry	21.00	21.00	0.00%
Adoption Inspections of Open Space / Landscape Areas per inspection	107.00	107.00	0.00%
Comprehensive TPO Enquiries per hour	42.00	42.00	0.00%

**PLANNING & BUILDING SERVICE
FEES AND CHARGES 2017/18**

		CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Applications to Extinguish/Divert Public Rights of Way				
	Retainer:	1,200.00	1,200.00	0.00%
(Section 257)	- Basic Fee	300.00	300.00	0.00%
		600.00	600.00	0.00%
	- Opposed Orders	90.00	90.00	0.00%
	Additional work per hour plus advertising			
	Photocopying of Building Regulation Decision Notices	0.20	0.20	0.00%
	Photocopying of Building Regulation Completion Notices	0.20	0.20	0.00%

Building Control

For fees and charges for all Building Regulations Applications please refer to the Council's website:
www.testvalley.gov.uk
 or contact the Building Control Section on 01264 368741
 or 01264 368312

**PLANNING POLICY & TRANSPORT SERVICE
FEES AND CHARGES 2017/18**

PARKING

	CHARGES 2016/17	£	CHARGES 2017/18	£	Increase
Parking Penalties					
Higher Level Tariff Penalty Charge	70.00		70.00		0.00%
Lower Level Tariff Penalty Charge	50.00		50.00		0.00%
Higher Level Tariff Penalty Charge (if paid within 14 days)	35.00		35.00		0.00%
Lower Level Tariff Penalty Charge (if paid within 14 days)	25.00		25.00		0.00%
Higher Level Tariff Penalty Charge (if not paid within 60 days)	105.00		105.00		0.00%
Lower Level Tariff Penalty Charge (if not paid within 60 days)	75.00		75.00		0.00%
Parking Tickets					
Ultra Short/Short/Medium term car parks					
30 minutes	0.50		0.50		0.00%
45 minutes	0.70		0.70		0.00%
1 hour	1.00		1.00		0.00%
2 hours	1.60		1.60		0.00%
3 hours	2.00		2.00		0.00%
4 hours	2.70		2.70		0.00%
5 hours	3.40		3.40		0.00%
Over 5 hours	5.90		5.90		0.00%
Long Stay car parks					
30 minutes	0.50		0.50		0.00%
45 minutes	0.70		0.70		0.00%
1 hour	1.00		1.00		0.00%
2 hours **	1.60		1.60		0.00%
3 hours **	2.00		2.00		0.00%
4 hours	2.40		2.40		0.00%
5 hours	2.80		2.80		0.00%
Over 5 hours	4.40		4.40		0.00%
** Shepherds Spring Lane, Andover - special rate 2 hours	1.10		1.10		0.00%
** Shepherds Spring Lane, Andover - special rate 3 hours	1.20		1.20		0.00%
The Rapids Romsey					
4 hours	Free		Free		
Over 4 hours	2.10		2.10		0.00%
Coaches / Market Traders at The Rapids and Shepherds Spring Lane					
Up to 5 hours	3.50		3.50		0.00%
Over 5 hours	7.00		7.00		0.00%
** Special Long Term only					
Season Tickets					
Annual	680.00		680.00		0.00%
Quarterly	200.00		200.00		0.00%
Romsey Sports Centre					
9 month	96.00		96.00		0.00%
Quarterly	37.00		37.00		0.00%
Andover Shepherds Spring lane special rate					
Annual	530.00		530.00		0.00%
Quarterly	150.00		150.00		0.00%
Replacement (lost or missing)	30.00		30.00		0.00%
Student Parking Annual 3 day - term time only	120.00		120.00		0.00%
Student Parking Annual 4 day - term time only	160.00		160.00		0.00%
Student Parking Annual 5 day - term time only	200.00		200.00		0.00%
Discount for purchase of 100 season tickets in single transaction for Shepherds Spring Lane and Chantry Centre car parks only	25% discount		25% discount		

**PLANNING POLICY & TRANSPORT SERVICE
FEES AND CHARGES 2017/18**

PARKING cont.

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Residents' Permits	15.00	15.00	0.00%
Miscellaneous Parking Charges			
Aster residents' permits (lost or missing)	30.00	30.00	0.00%
On-street permits (for vehicles exempt from 'parking places' in Romsey)	16.00	16.00	0.00%
Tradesmen's waivers on street - per week for first 4 weeks and thereafter per month	16.00	16.00	0.00%
Suspension of parking place, including waiver on street	60.00	60.00	0.00%
Issue of quartely bus pass (MDA Scheme)	10.00	10.00	0.00%
Suspension of parking bay off-street			
Up to 2 months		Daily parking rate	
After 2 months		Pro rata season ticket rate	
Exemptions			
Access to Businesses - High Street , Andover	FREE	FREE	

**PLANNING POLICY & TRANSPORT SERVICE
FEES AND CHARGES 2017/18**

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Highways			
Street and Property Naming			
Administration of property name changes	82.00	83.00	1.22%
Provide information on street naming and postal numbering on new developments			
1 dwelling	110.00	112.00	1.82%
2 - 20 dwellings	220.00	223.00	1.36%
21+ dwelling (price per dwelling)	10.00	11.00	10.00%
Street re-naming (plus advertising and legal costs) Fee is payable in advance and is non-refundable. No charge will apply where the street naming request is submitted by the emergency services.	440.00	446.00	1.36%
Temporary Traffic Regulation Orders Plus advertising costs recovered at cost	768.00	780.00	1.56%
Hampshire County Council TTRO work Plus advertising costs recovered at cost	235.00	239.00	1.70%
Temporary Road Closures (Town Police Clauses Act)	25.00	25.00	0.00%
Management Fee for Speed Limit reminder equipment	850.00	863.00	1.53%
Hire charge for radar equipment	215.00	218.00	1.40%
Tourist Signs *			
Application fee	125.00	125.00	0.00%
Provision of signs		actual cost	
Administration fee	20% of work cost (min £100.00)		
Supervision fee	10% of work cost (min £50.00)		
Maintenance fee	10% of work cost (min £50.00)		
Replacement fee	Actual cost plus supervision fee		

* These fees are set by Hampshire County Council and therefore may change during the year.

**REVENUES SERVICE
FEES AND CHARGES 2017/18**

	CHARGES 2016/17 £	CHARGES 2017/18 £	Increase
Council Tax / Non Domestic Rates			
Summons Costs	50.00 *	50.00 *	0.00%
Liability Order Costs	46.00 *	23.00 *	-50.00%

* Includes Court Charges