

COMMERCIAL SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
Hire of Windmill					
	For commercial use - 1 hour session on one floor	Standard	34.00	34.00	0.0%
	For commercial use - all day (7.5hr)	Standard	87.00	87.00	0.0%
	For non - commercial use - 1 hour session on one floor	Standard	17.00	17.00	0.0%
	For non - commercial use - all day (7.5hr)	Standard	42.50	42.50	0.0%
Wedding Hire - Windmill					
	Mondays - Fridays Inclusive (am)	Inclusive	200.00	200.00	0.0%
	Mondays - Fridays Inclusive (pm)	Inclusive	300.00	300.00	0.0%
	Saturday, Sunday and Bank Holidays	Inclusive	400.00	400.00	0.0%
	Wedding invitations (each)	Inclusive	1.50	1.50	0.0%
	Chair Cover Hire including sashes	Inclusive	60.00	60.00	0.0%
Wedding Hire - Old House					
	Mondays - Fridays Inclusive (am)	Inclusive	-	300.00	
	Mondays - Fridays Inclusive (pm)	Inclusive	-	400.00	
	Saturday, Sunday and Bank Holidays	Inclusive	-	500.00	
	Hire of chair sashes	Inclusive	-	50.00	
	Hire of Bridal Suite	Inclusive	-	100.00	
	Hire of ground floor reception room (2 hours)	Inclusive	-	100.00	
	Corkage Fee (per bottle)	Inclusive	-	9.00	
Sewer Clearances					
	Cost of works apportioned to number of properties affected, with minimum charge of:	Non-Vatable	36.00	36.00	0.0%
Hire of Civic Suite					
	Council Chamber - Up to 3 hour session	Non-Vatable	96.00	96.00	0.0%
	Council Chamber - sessions over 3 hours / full day	Non-Vatable	161.00	161.00	0.0%
	Additional Charge for use of video projection equipment (per 3 hour session)	Non-Vatable	13.00	13.00	0.0%
	Room 5 - Capacity for 12 people - Commercial Use per Hour	Non-Vatable	10.00	10.00	0.0%
	Room 5 - Capacity for 12 people - Non Commercial Use per Hour	Non-Vatable	8.00	8.00	0.0%
	Room 4 - Capacity for 20 people - Commercial Use per Hour	Non-Vatable	20.00	20.00	0.0%
	Room 4 - Capacity for 20 people - Non Commercial Use Per Hour	Non-Vatable	16.00	16.00	0.0%
	Room 5 & Room 4 - Break out Room Hire - Commercial Per Hour	Non-Vatable	25.00	25.00	0.0%
	Room 5 & Room 4 - Break out Room Hire - Non Commercial Per Hour	Non-Vatable	20.00	20.00	0.0%
	Tea, Coffee, Biscuits Per Head	Non-Vatable	0.40	0.40	0.0%
	IT Equipment Hire Per 3 Hour Session	Non-Vatable	13.00	13.00	0.0%
	<i>All charges for commercial use will be increased by 100%</i>				

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Non-Vatable	No VAT to be added to the published fee.
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COMMUNITY / HOUSING SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
Factual Statements					
	Research or completion of works in default of a notice period per hour (min charge - 1hr)	Non-Vatable	48.50	48.50	0.0%
	Section 28(9) of Health and Safety at Work etc Act 1974 - per hour	Non-Vatable	48.50	48.50	0.0%
Requests for Environmental Information					
	Up to 4 hours	Standard	194.00	194.00	0.0%
	Per hour thereafter	Standard	48.50	48.50	0.0%
Housing					
	Improvement and Prohibition Notices	Non-Vatable	455.00	455.00	0.0%
	Key-worker Sales Certificate	Inclusive	70.00	70.00	0.0%
	Property Inspection report to support Visa applications.	Non-Vatable	182.00	182.00	0.0%
	Charge for Service of Enforcement Notice		455.00	455.00	0.0%
Park Home Site licencing					
Annual Fee					
	1-5 pitches	Non-Vatable	318.00		
	6-24 pitches	Non-Vatable	368.00		
	25-99 pitches	Non-Vatable	469.00		
	100-199 pitches	Non-Vatable	519.00		
	200+ pitches	Non-Vatable	620.00		
	1-25 pitches	Non-Vatable	-	327.00	
	26-99 pitches	Non-Vatable	-	449.00	
	100-199 pitches	Non-Vatable	-	581.00	
	200+ pitches	Non-Vatable	-	712.00	
Fee for New Licence					
	1-5 pitches	Non-Vatable	318.00	318.00	0.0%
	6-24 pitches	Non-Vatable	368.00	368.00	0.0%
	25-99 pitches	Non-Vatable	469.00	469.00	0.0%
	100-199 pitches	Non-Vatable	519.00	519.00	0.0%
	200+ pitches	Non-Vatable	620.00	620.00	0.0%
	Fee for Transfer of Licence	Non-Vatable	101.00	101.00	0.0%
	Fee for Deposit of Site Rules	Non-Vatable	101.00	101.00	0.0%
Houses in Multiple Occupation					
	Fee for Mandatory Licencing of Houses in Multiple Occupation (N.B. HMOs owned by a Registered Charity are exempt):				
	Up to 5 bedrooms	Non-Vatable	354.00	354.00	0.0%
	For each additional bedroom	Non-Vatable	55.50	55.50	0.0%
	Variation of Licence	Non-Vatable	50% of fee	50% of fee	
Other Charges					
	Insect identification	Standard	10.00	10.00	0.0%
	Food Premises re-rating inspection	Non-Vatable	-	121.00	0.0%
Funerals Administration					
	Public Health Act Funerals administration Fee	Standard	545.00	545.00	0.0%
Other Establishments					
	Acupuncture, tattooing, semi-permanent skin colouring, cosmetic piercing & electrolysis	Non-Vatable	211.00	211.00	0.0%

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DEMOCRATIC SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
Council Minutes Etc.					
	Parish List - Yearly Charge	Non-Vatable	176.00	176.00	0.0%
	Council - Yearly Charge	Non-Vatable	116.00	116.00	0.0%
	Council - Per Meeting	Non-Vatable	21.00	21.00	0.0%
	Committee - Yearly Charge	Non-Vatable	228.00	228.00	0.0%
	Committee - Per meeting	Non-Vatable	36.00	36.00	0.0%
	Sub Committee - Yearly Charge	Non-Vatable	130.00	130.00	0.0%
	Sub Committee - Per meeting	Non-Vatable	21.00	21.00	0.0%
	Committee report background papers				
	Inspection fee (per item)	Non-Vatable	2.00	2.00	0.0%
Member Training					
	Charge for Parish Officers to attend RDC training courses (per person per session)	Standard unless Statutory when exempt	40.00	40.00	0.0%
	Charge for local authority Officers to attend RDC led training courses (per person per session)	Standard unless Statutory when exempt	45.00	45.00	0.0%
Copy Documents					
	(VAT absorbed on items under £1.00 - VAT to be added in other cases)				
	A4 Copy per Sheet	Standard	0.10	0.10	0.0%
	A3 Copy per Sheet	Standard	0.30	0.30	0.0%
	A2 Copy per Sheet	Standard	0.50	0.50	0.0%
	A1 Copy per Sheet	Standard	1.60	1.60	0.0%
	A0 Copy per Sheet	Standard	2.70	2.70	0.0%
	Photocopying for voluntary groups	Standard	Actual cost + 20% for basic items. Bespoke work costed per job.	Actual cost + 20% for basic items. Bespoke work costed per job.	0.0%
	Letter of confirmation of registration on electoral register	Inclusive	16.00	16.00	0.0%

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ENVIRONMENTAL SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
Football					
	Alternative use of pitch - Sat	Non-Vatable	774.00	774.00	0.0%
	Alternative use of pitch - Sun	Non-Vatable	833.00	833.00	0.0%
Casual Lettings Including Pavilion					
	Adults Sat	Standard	113.00	113.00	0.0%
	Adults Sun	Standard	127.00	127.00	0.0%
	Juniors Sat	Standard	76.00	76.00	0.0%
	Juniors Sun	Standard	84.00	84.00	0.0%
Established Junior Pitches					
	Alternative use of pitch - Sat	Non-Vatable	364.00	364.00	0.0%
	Alternative use of pitch - Sun	Non-Vatable	390.00	390.00	0.0%
Mini Football					
	Alternative use of pitch - Sat	Non-Vatable	307.00	307.00	0.0%
	Alternative use of pitch - Sun	Non-Vatable	363.00	363.00	0.0%
	<i>NOTE: Fees may be reduced where clubs undertake some of the required tasks.</i>				
Pavilion Hire					
	Including changing rooms per 3 hour session.	Non-Vatable	80.00	80.00	0.0%
	<i>NOTE: Hire in respect of Youth Clubs will be reduced by 50%</i>				
Playgroups					
	Pre-School and mother and child - Morning Session	Non-Vatable	15.00	15.00	0.0%
	Pre-School and mother and child - Afternoon Session	Non-Vatable	15.00	15.00	0.0%
	<i>NOTE: Fees do not include service charges. Reduction of 25% for registered charities</i>				
Cricket					
	Cricket	Non-Vatable	540.00	540.00	0.0%
	Pavilion Hire (50% of pitch hire)				
Rustic Products					
Woodchips					
	Delivered within 5 miles	Standard	30.00	30.00	0.0%
Firewood					
	Firewood (logs) per transit load delivered - Within District	5%	150.00	150.00	0.0%
	Firewood (logs) per half transit load delivered - Within District	5%	95.00	95.00	0.0%
	Delivery within 5 miles of district boundary		5.00	5.00	0.0%
Logs					
	1 Bag	5%	4.00	4.00	0.0%
	1 Bag for wholesale		2.50	2.50	
Stakes					
	6ft Chestnut rustic fencing stakes (pointed end) each	Standard	2.75	2.75	0.0%
	6ft Chestnut rustic fencing stakes (pointed end) (more than 50)	Standard	2.50	2.50	0.0%
Rustic Bench					
	Rustic bench wth back		345.00	345.00	0.0%
	Made from local claimed materials	Standard	245.00	245.00	0.0%
Open Spaces					
Memorials					
	Formal bench including five year maintenance agreement	Non-Vatable	625.00	625.00	0.0%
	Backed bench including five year maintenance agreement	Non-Vatable	430.00	430.00	0.0%
	Unbacked bench including five year maintenance agreement	Non-Vatable	330.00	330.00	0.0%
	Tree planting includes cost of tree.	Non-Vatable	150.00	150.00	0.0%
	Burial of pet ashes does not include memorial cost	Standard	60.00	60.00	0.0%

ENVIRONMENTAL SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
Commercial use of open spaces					
Costs for licensed organisations to use open spaces for events.					
	- 'Low key' commercial use – e.g. Dog Walking Companies, 'Boot Camp' style fitness sessions where operators charge participants. (per annum)	Standard	300.00	300.00	0.0%
	- General community events which are free at the point of entry (e.g. Sponsored Walks, Race for Life, Schools Orienteering).	Non-Vatable			
	- Not for profit and commercial interest companies, special interest events, for which an entrance charge is made to help cover the organiser's costs. (per day)	Non-Vatable	200.00	200.00	0.0%
	- Fully commercial, profit making events – e.g. Music concerts markets etc. (per event).	Non-Vatable	1,000.00	1,000.00	0.0%
Access Licences					
	General Access Licences on to open spaces	Non-Vatable	30.00	30.00	0.0%
Tree Works					
	Work on Council trees for which there is no safety case. Hourly rate	Standard	57.00	57.00	0.0%
	Trading Pitch in Open Spaces (Renewable every three years) subject to a tendering process		Competitive tender		
Fixed Penalty Notices					
Fixed Penalty notices can be awarded for a number of offences and range in value, a detailed listing can					
Lost, Found or Stray Dogs					
	Statutory fee	Non-Vatable	80.00	80.00	0.0%
	Daily kennelling fee - plus vet fees if necessary	Non-Vatable	14.00	14.00	0.0%
	Microchip at the Kennels	Non-Vatable	19.00	19.00	0.0%
Wheeled Bins					
	Set of 3 wheeled bins for new housing developments - charge levied on developer - bins provided for recycling service	Non-vatable	168.00	168.00	0.0%
Bulky Waste Collection					
Collection of bulky waste (household furniture) and electrical household items					
	- For one item	Non-Vatable	15.00	15.00	0.0%
	- Each additional item booked at same time	Non-Vatable	7.00	7.00	0.0%
Cemeteries					
Interments In Graves or Vaults					
	Interment Fee (New grave or re-open) :				
	- Still Born - Under 1 Month	Non-Vatable	No Charge	No Charge	
	- Under 12 Years	Non-Vatable	No charge	No charge	
	- Over 12 Years	Non-Vatable	686.00	686.00	0.0%
	Exclusive Right of Burial (50% reduction for child under 12 buried in children's area)	Non-Vatable	767.00	767.00	0.0%
	For the Interment of a Cremation Casket in a purchased grave	Non-Vatable	258.00	258.00	0.0%
Interments in Cremation Plots					
	Interment Fee (New Grave or reopen)	Non-Vatable	258.00	258.00	0.0%
	Exclusive Right of Burial	Non-Vatable	391.00	391.00	0.0%

ENVIRONMENTAL SERVICES				
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Columbarium at Rayleigh cemetery				
Cost to scatter ashes including an engraved plaque on the memorial wall	Non-Vatable	418.00	418.00	0.0%
Cost for engraved plaque on memorial wall without scattering ashes	Non-Vatable	367.00	367.00	0.0%
Cost to inter ashes in Columbarium, including supply and engraving of memorial plaque for a period of 15 years with a renewal fee of £103 for a further 15 years	Non-Vatable	941.00	941.00	0.0%
Cost to inter ashes in Columbarium, including supply and engraving of memorial plaque for a period of 30 years	Non-Vatable	941.00	941.00	0.0%
Cost of second set of ashes in Columbarium, including engraving memorial plaque	Non-Vatable	367.00	367.00	0.0%
Coloured, enamelled picture of the deceased to the plaque on the Memorial Wall or Columbarium	Non-Vatable	125.00	125.00	0.0%
15 year renewal fee	Non-Vatable	105.00	105.00	0.0%
Rayleigh Cemetery Monuments, Headstones and Inscriptions				
Earthen Graves				
A headstone set on a base with or without kerbstone surround is permitted.				
Headstone maximum height 91.4 cm from ground level, a maximum of 10.2 cm thick and 76.2 cm wide at its maximum width. A base of the same material maximum size 91.4 cm long 38.1 cm wide.	Non-Vatable	180.00	180.00	0.0%
Kerbstone or border stone (height not exceeding 30.5cm)	Non-Vatable	180.00	180.00	0.0%
Cremation plots				
Memorials on cremation plots can vary in forms of memorial vase/inscription panel, open books etc, but restricted to a maximum height of 30.5 cm	Non-Vatable	180.00	180.00	0.0%
Kerbstone around a cremation plot (76cm x 76cm)	Non-Vatable	180.00	180.00	0.0%
Side panel for additional inscription. Size not to exceed 23 cm x 23 cm to match existing memorial	Non-Vatable	180.00	180.00	0.0%
Any additional inscription on a memorial	Non-Vatable	78.00	78.00	0.0%
Hall Road Cemetery Monuments, Headstones and Inscriptions				
Earthen Graves				
Since this is a Lawn Cemetery the only memorial permitted will be in the form of a headstone set on a base				
Maximum Height 91.4 cm from ground level, a maximum of 10.2 cm thick and 76.2 cm wide at its maximum width. A base of the same material maximum size 91.4 cm long 38.1 cm wide	Non-Vatable	180.00	180.00	0.0%
Cremation plots				
A memorial vase/inscription panel only is permitted. Size not to exceed 61 cm x 30.5 cm 23 cm x 23cm.	Non-Vatable	180.00	180.00	0.0%
Side panel for additional inscription. Size not to exceed 23 cm x 23 cm to match existing memorial	Non-Vatable	180.00	180.00	0.0%
Any additional inscription on a memorial	Non-Vatable	78.00	78.00	0.0%

ENVIRONMENTAL SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
NOTE: Flagstone and kerbstones are not applicable to Hall Road Cemetery					
NOTE: If the deceased had not been a Council Taxpayer, inhabitant or parishioner within the					
Exhumation Charge					
	Each exhumation will be recharged on an actual costs basis plus VAT	Standard			
Additional Fees					
	Registering Transfer of grant	Non-Vatable	82.00	82.00	0.0%

ENVIRONMENTAL SERVICES				
Fees & Charges	VAT	2017/18 £	2018/19 £	% Increase
Transportation				
Car Parks				
Old Ship Lane				
Up to 1/2 hour	Inclusive	0.60	0.60	0.0%
Up to 1 Hour	Inclusive	1.20	1.20	0.0%
Up to 2 Hours	Inclusive	1.80	1.80	0.0%
Up to 4 Hours	Inclusive	3.00	3.00	0.0%
Websters Way/ Mill Hall				
Up to 1/2 hour	Inclusive	0.60	0.60	0.0%
Up to 1 Hour	Inclusive	1.20	1.20	0.0%
Up to 2 Hours	Inclusive	1.80	1.80	0.0%
Up to 3 Hours	Inclusive	2.40	2.40	0.0%
Up to 4 Hours	Inclusive	3.00	3.00	0.0%
Hockley Woods				
Up to 1 Hour	Inclusive	0.30	0.30	0.0%
Up to 2 Hours	Inclusive	0.50	0.50	0.0%
Up to 3 Hours	Inclusive	0.70	0.70	0.0%
Up to 4 Hours	Inclusive	1.50	1.50	0.0%
All Day	Inclusive	3.00	3.00	0.0%
Annual Season Ticket	Inclusive	500.00	500.00	0.0%
Cherry Orchard Country Park				
Up to 1 Hour	Inclusive	0.30	0.30	
Up to 2 Hours	Inclusive	0.50	0.50	
Up to 3 Hours	Inclusive	0.70	0.70	
Up to 4 Hours	Inclusive	1.50	1.50	
All Day	Inclusive	3.00	3.00	
Mixed (including Freight House)				
Up to 1/2 hour	Inclusive	0.60	0.60	0.0%
Up to 1 Hour	Inclusive	1.20	1.20	0.0%
Up to 2 Hours	Inclusive	1.80	1.80	0.0%
Up to 3 Hours	Inclusive	2.40	2.40	0.0%
Up to 4 Hours	Inclusive	3.00	3.00	0.0%
Up to 5 Hours	Inclusive	3.60	3.60	0.0%
All Day	Inclusive	5.50	5.50	0.0%
The Approach				
Day Ticket	Inclusive	4.50	4.50	0.0%

ENVIRONMENTAL SERVICES					
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Season Tickets					
The Approach, Rayleigh					
Quarterly	Inclusive	204.00	204.00	0.0%	
Annual	Inclusive	714.00	714.00	0.0%	
Admin Fee for Refund of Season Ticket	Inclusive	30.00	30.00	0.0%	
All RDC Car Parks Excluding The Approach, Rayleigh					
Quarterly	Inclusive	245.00	245.00	0.0%	
Annual	Inclusive	816.00	816.00	0.0%	
Admin Fee for Refund of Season Ticket	Inclusive	30.00	30.00	0.0%	
Market Traders					
Valid for 3 months Tuesdays at the Freight House car park, Rochford and Wednesdays in the Market car park, Rayleigh		104.00	104.00	0.0%	
Valid for 3 months on Tuesdays at the Freight House car park, Rochford only		52.00	52.00	0.0%	
Valid for 3 months on Wednesdays at the Market car park, Rayleigh only - £52	Inclusive	52.00	52.00	0.0%	
Mobile Phone Payment					
Transaction fee (charged by 3rd party)	Inclusive	0.20	0.20	0.0%	
Text Receipt (Can opt out online)	Inclusive	0.10	0.10	0.0%	
Text Reminder (Can opt out online)	Inclusive	0.10	0.10	0.0%	
Penalties					
Higher Penalty Charge:-					
If paid within 14 days	Non-Vatable	35.00	35.00	0.0%	
If unpaid after 14 days	Non-Vatable	70.00	70.00	0.0%	
If charge certificate issued	Non-Vatable	105.00	105.00	0.0%	
If traffic enforcement centre involved	Non-Vatable	112.00	112.00	0.0%	
Lower Penalty Charge:-					
If paid within 14 days	Non-Vatable	25.00	25.00	0.0%	
If unpaid after 14 days	Non-Vatable	50.00	50.00	0.0%	
If charge certificate issued	Non-Vatable	75.00	75.00	0.0%	
If traffic enforcement centre involved	Non-Vatable	82.00	82.00	0.0%	
Staff Parking Permits					
South Street Office Car Parks	Inclusive	400.00	400.00	0.0%	
Other Car Parks	Inclusive	200.00	200.00	0.0%	
Commercial Parking					
Commercial use of an off-street parking space (per bay)					
- First day	Non-Vatable	20.00	20.00	0.0%	
- Each day thereafter	Non-Vatable	7.50	7.50	0.0%	

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ENVIRONMENTAL SERVICES

Fees & Charges	VAT	2017/18 £	2018/19 £	% Increase
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Description of Offence - Fixed Penalty Notices	Act	Penalty if paid early	Maximum Penalty conviction
1. Dropping Litter (including gum & cigarettes)	S87/8 EPA 1990 amended by S18 CNEA	£50	£2,500
2. Abandonment of Vehicle	S2 & 2A RD (A) Act 1978	£120	£2,500
3. Failure to remove dogs mess	S3 Dogs (FL) Act 1996	N/A	£1,000
4. Sale of vehicles on road	S3 CNEA 2005	£80	£2,500
5. Repair of vehicles on a road	S4 CNEA 2005	£80	£2,500
6. Waste Bin Offences	S46 & S47(ZA) EPA 1990	£60	£1,000
7. Graffiti	S43&44 ASBA 03, S1 CDA	£50	£5,000
8. Fly Posting	S43&44 ASBA 03, S224 TCPA	£50	£2,500
9. Failure to comply with a street litter control notice	S94 & 94A EPA 1990	£60	£2,500
10. Failure to comply with a litter clearing notice	S92 & S94 EPA 1990	£60	£2,500
11. Cycling on footpath	S72 HA 1835	N/A	N/A
12. No smoke free signage	S6 & 9 Health Act 2006	£150 (15D)	£1,000
13. Smoking in a smoke free place	S7 & 9 Health Act 2006	£30 (15D)	£200
14. Failure to produce waste documents	S34 EPA 1990	£180	Unlimited
15. Failure to produce a Waste Carriers Licence	S5 & 5b COP(A) Act 1989	£180	Unlimited
16. Noise from dwelling	S8 Noise Act 1996	£60	£5,000
17. Noise from Licensed Premises	S8 Noise Act 1996	N/A	£20,000
18. Leaflet Distribution on designated land	Sch 3A EPA 1990	£50	£2,500
19. Offences under Dog Control Orders	S59 CNEA 2005	£60	£1,000

LEGAL SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
Licenses					
	Dangerous Wild Animals Act 1976	Non-Vatable	157.00	157.00	0.0%
	Animal Boarding Establishment Act 1963	Non-Vatable	189.00	189.00	0.0%
	Riding Establishments Act 1964				
	- Non Charitable	Non-Vatable	234.00	234.00	0.0%
	- Charitable	Non-Vatable	87.00	87.00	0.0%
	Pet Animals Act 1951 & Breeding of Dogs Act 1973	Non-Vatable	184.00	184.00	0.0%
	Home Boarding of Dogs	Non-Vatable	153.00	153.00	0.0%
	<i>The above fees are subject to additional charges for consultants or inspection fees</i>	Non-Vatable			
Hackney Carriage					
Vehicle Licence					
	Hackney Carriage Vehicle Licence	Non-Vatable	280.00	280.00	0.0%
	Wheelchair Accessible Hackney Carriage Vehicle Licence	Non-Vatable	230.00	230.00	0.0%
	Private Hire Vehicle Licence	Non-Vatable	225.00	225.00	0.0%
	Wheelchair Accessible Private Hire Vehicle Licence	Non-Vatable	175.00	175.00	0.0%
Other Charges					
	Interim Vehicle Inspection	Non-Vatable	30.00	30.00	0.0%
	Replacement Vehicle Licence Plate	Non-Vatable	10.00	10.00	0.0%
	Replacement Drivers Badge	Non-Vatable	10.00	10.00	0.0%
	Replacement Door Stickers x 2	Non-Vatable	14.00	14.00	0.0%
	Replacement Flexiplate Platform	Non-Vatable	10.00	10.00	0.0%
	Change of Vehicle	Non-Vatable	50.00	50.00	0.0%
	Transfer of Interest	Non-Vatable	20.00	20.00	0.0%
	Temporary Magnetic Door Sticker x 2 (Refundable deposit)	Non-Vatable	20.00	20.00	0.0%
Driver Licences					
	Hackney Carriage AND Private Hire Drivers Licence combined				
	- First Application	Non-Vatable	160.00	160.00	0.0%
	- Additional knowledge tests	Non-Vatable	20.00	20.00	0.0%
	- Renewal 3 Year Badge	Non-Vatable	140.00	140.00	0.0%
	Private Hire Drivers Licence (Restricted)				
	- First Application	Non-Vatable	140.00	140.00	0.0%
	- Additional knowledge tests	Non-Vatable	20.00	20.00	0.0%
	- Renewal	Non-Vatable	120.00	120.00	0.0%
	DVLA Check	Non-Vatable	8.00	8.00	0.0%
	Data and Barring Service Disclosure	Non-Vatable	44.00	44.00	0.0%
Private Hire Operators Licences					
	Annual Licence - 1 Vehicle	Non-Vatable	80.00	80.00	0.0%
	Annual Licence - 2-4 Vehicles	Non-Vatable	120.00	120.00	0.0%
	Annual Licence - 5 Vehicles	Non-Vatable	200.00	200.00	0.0%
Zoo Licensing					
	Application for grant of first licence	Non-Vatable	433.00	433.00	0.0%
	Application for renewal of licence	Non-Vatable	245.00	245.00	0.0%
	Alteration of licence	Non-Vatable	133.00	133.00	0.0%
	Transfer of licence	Non-Vatable	133.00	133.00	0.0%
	<i>The above fees are subject to additional charges for consultants or inspection fees</i>				
Scrap Metal Dealers					
	Site Licence - Initial application	Non-Vatable	344.00	344.00	0.0%
	Site - Renewal	Non-Vatable	274.00	274.00	0.0%
	Site - Variation	Non-Vatable	66.00	66.00	0.0%
	Collectors Licence - Initial application	Non-Vatable	228.00	228.00	0.0%
	Collectors - Renewal	Non-Vatable	190.00	190.00	0.0%
	Collectors - Variation	Non-Vatable	66.00	66.00	0.0%
Alcohol, Regulated Entertainment & Late Night Refreshment Licence Fees:					

LEGAL SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
These are prescribed by regulations issued under the Licensing Act 2003 and vary dependent on the					
Sex Establishments					
	Grant, renewal, variation or transfer (£2,040 refunded if no hearing)	Non-Vatable	2,410.00	2,410.00	0.0%
Sexual Entertainment Venues					
	Grant, renewal, variation or transfer (£2,040 refunded if no hearing)	Non-Vatable	2,900.00	2,900.00	0.0%
Other Establishments					
	Hypnotism Consent	Non-Vatable	32.50	32.50	0.0%
Gambling Licence Fees					
	Betting Office - grant/ provisional statement - £2,040 refunded if no hearing	Non-Vatable	2,490.00	2,490.00	0.0%
	Annual Fee	Non-Vatable	199.00	199.00	0.0%
	Variation	Non-Vatable	280.00	280.00	0.0%
	Transfer/ Reinstatement	Non-Vatable	245.00	245.00	0.0%
	Adult Gaming Centre - grant/ provisional statement £1,600 refunded if no hearing	Non-Vatable	2,000.00	2,000.00	0.0%
	Annual Fee	Non-Vatable	199.00	199.00	0.0%
	Variation	Non-Vatable	280.00	280.00	0.0%
	Transfer/ Reinstatement	Non-Vatable	255.00	255.00	0.0%
	Bingo Club - grant/ provisional statement £2,040 refunded if no hearing	Non-Vatable	2,490.00	2,490.00	0.0%
	Annual Fee	Non-Vatable	199.00	199.00	0.0%
	Variation	Non-Vatable	195.00	195.00	0.0%
	Transfer/ Reinstatement	Non-Vatable	255.00	255.00	0.0%
	Family Entertainment Centre - grant/ provisional statement £1,600 refunded if no hearing	Non-Vatable	2,000.00	2,000.00	0.0%
	Annual Fee	Non-Vatable	199.00	199.00	0.0%
	Variation	Non-Vatable	280.00	280.00	0.0%
	Transfer/ Reinstatement	Non-Vatable	255.00	255.00	0.0%

LEGAL SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
Street Trading					
	Street Trading Consent - Issue (annual)	Non-Vatable	255.00	255.00	0.0%
	Street Trading Consent - Renewal (annual)	Non-Vatable	255.00	255.00	0.0%
	Pavement Permissions - Issue (annual)	Non-Vatable	255.00	255.00	0.0%
	Pavement Permissions - Renewal (annual)	Non-Vatable	255.00	255.00	0.0%
	Street Trading - community events 1 day	Non-Vatable	0.00	0.00	
S106 Agreements					
	S106 Agreements - Single Domestic Dwellings	Non-Vatable	137.70	137.70	0.0%
	S106 Agreements - Hourly Charge for Solicitor with over 8 years experience	Non-Vatable	221.34	221.34	0.0%
	S106 Agreements - Hourly Charge for Solicitor/Legal Exec with over 4 years experience	Non-Vatable	195.84	195.84	0.0%
	S106 Agreements - Hourly Charge for Other Solicitors/Legal Execs	Non-Vatable	164.22	164.22	0.0%
	S106 Agreements - Hourly Charge for Trainee Solicitors, Paralegals and Equivalentents	Non-Vatable	120.36	120.36	0.0%
Public Footpaths					
	Diversion, Extinguishment or Creation	Non-Vatable	1,785.00	1,785.00	0.0%
Access to Land					
	Access to Land	Non-Vatable	25.50	25.50	0.0%
Covenant Certificates					
	Where covenants exist a certificate required on sale of property.	Non-Vatable	51.00	51.00	0.0%
Local Land Charges					
Fees for Supplementary Enquiries					
	Where relating to one parcel of land only	Standard	211.20	211.20	0.0%
	Where relating to several parts of land and delivered on a single form:- for the first parcel of land	Standard	211.20	211.20	0.0%
	For each additional parcel of land the amount is fixed by arrangements between the solicitors and the district council	Standard	38.40	38.40	0.0%
	Where relating to one parcel of land or to several parcels and delivered in a single form, for each printed enquiry numbered in the form.	Standard	25.20	25.20	0.0%
	For each further enquiry added by solicitors and which the council is wiling to answer.	Non-Vatable	44.40	44.40	0.0%

Freedom of Information Requests	Standard
Based on the copy per sheet fee above, and royal mail postage costs. Charge will only Statutory Fee - Charges for officer time may also be made if the time required to In all cases where a charge is applicable, the requestor will be notified before the Requests for Environmental Information follow a different charging regime and are	

Key to VAT:	
Non-Vatable	No VAT to be added to the published fee.
Inclusive	The VAT charge is included in the published fee
X%	VAT needs to be added to the published fee at the rate stated.
Standard	VAT needs to be added to the published fee at the current standard rate. As at April 2012, the standard rate is 20%.

PLANNING SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
Planning					
High Hedges					
	Standard Fee for processing a high hedges complaint	Non-Vatable	410.00	410.00	0.0%
	Fee for processing a high hedges complaint - Concessionary (Benefits & Pensions)		120.00	120.00	0.0%
Pre-planning advice					
<i>Any proposal not meeting the categories below will be subject to a fee arranged by</i>					
<u>Generic written advice only without officer viewing the site</u>					
	Householder (<i>Extensions, alterations, outbuildings etc</i>)	Standard	55.00	55.00	0.0%
	Small (<i>1 dwelling or up to 999 sqm commercial floor area including small changes to plant and other alterations</i>)	Standard	250.00	250.00	0.0%
	Minor (<i>2-9 dwellings or 1000-1,999 sqm</i>)	Standard	250.00	250.00	0.0%
	Major (<i>10-99 dwellings or 2,000-4,999 sqm</i>)	Standard	770.00	770.00	0.0%
	Strategic (<i>>100 dwellings or >5,000 sqm</i>)	Standard	n/a	n/a	
	Listed Building	Standard	200.00	200.00	0.0%
	On all major and strategic pre-application submissions and certain other submissions as considered necessary, advice will be required from Urban Design at Essex County Council at the additional fee rate set out below:				
<u>Meeting with Written advice</u>					
	Householder		120.00	120.00	0.0%
	Small	Standard	300.00	300.00	0.0%
	Minor (1 Meeting up to 2 hours)	Standard	420.00	420.00	0.0%
	Major (1 Meeting up to 3 hours)	Standard	1,000.00	1,000.00	0.0%
	Strategic (1 Meeting up to 3 hours)	Standard	1,500.00	1,500.00	0.0%
	<i>alternatively</i> Strategic (2 Meetings)	Standard	2,250.00	2,250.00	0.0%
	<i>alternatively</i> Strategic (package of up to 6 Meetings)	Standard	7,900.00	7,900.00	0.0%
	Listed Building	Standard	395.00	395.00	0.0%
<u>Follow-up</u>					
	Householder	Standard	120.00	120.00	0.0%
	Small	Standard	180.00	180.00	0.0%
	Minor	Standard	240.00	240.00	0.0%
	Major	Standard	700.00	700.00	0.0%
	Strategic	Standard	1,100.00	1,100.00	0.0%
	Listed Building	Standard	260.00	260.00	0.0%
<u>Retrospective Developments</u>					
	Fee for advice where development is undertaken before planning permission application	Standard	ication Fee	20% of Pre Application Fee	
Planning Applications					
<u>Fast Track Validation Charge</u>					
	Householder		35.00	35.00	0.0%
	Other Applications		80.00	80.00	0.0%
	Major Applications		Not applicable	Not applicable	
Planning Performance Agreements					
<u>Strategic</u>					
	100+ units	Standard	3,000	3,000	0.0%
	5,000 sqm+ commercial floor space	Standard			
	Site is 3 ha+	Standard			
<u>Large Major</u>					
	50 - 99 units	Standard	2,500	2,500	0.0%
	2,000 - 4,999 sqm commercial floor space	Standard			

PLANNING SERVICES					
Fees & Charges		VAT	2017/18 £	2018/19 £	% Increase
	Site is 2 - 3 ha	Standard			
Standard Major					
	10 - 49 units	Standard			
	1,000 - 1,999 sqm commercial floor space	Standard	2,000	2,000	0.0%
	Site is 1 - 2 ha	Standard			
Plans					
	Replacement Local Plan (2006)		100.00	100.00	0.0%
	Replacement Local Plan - Inspectors' Report)	Non-Vatable	55.00	55.00	0.0%
	Core Strategy	Non-Vatable	25.00	25.00	0.0%
	Annual Monitoring Report	Non-Vatable	10.00	10.00	0.0%
	Local Development Scheme	Non-Vatable	40.00	40.00	0.0%
	Statement of Community Involvement	Non-Vatable	5.00	5.00	0.0%
	Conservation Area Appraisal	Non-Vatable	5.00	5.00	0.0%
	Supplementary Planning Documents	Non-Vatable	10.00	10.00	0.0%
Research Charge					
	Undertaking history research and interpretations on status of current permissions, conditions or uses. Charge is per site for 2 hours work. If additional time is required, charge to be based on £55 per hour	Standard	55.00	55.00	0.0%
Building Control					
	<i>These fees can be obtained from the building control pages on the Rochford District Council website.</i>				

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Non-Vatable	No VAT to be added to the published fee.
Inclusive	The VAT charge is included in the published fee
X%	VAT needs to be added to the published fee at the rate stated.
Standard	VAT needs to be added to the published fee at the current standard rate. As at April 2012, the standard rate is 20%.