

SCHEDULE OF FEES AND CHARGES - CENTRAL BEDFORDSHIRE COUNCIL - 2010/11

Colour Key:		
Statutory Charge		
Directorate: Business Transformation		
Except where indicated, all figures <u>include</u> VAT which will be levied at the prevailing rate where applicable		
	2009/10 Rate	2010/11 Rate
	£	£
Freedom of Information		
Requests that require 18 hours or less to compile	No charge	No charge
Requests that require 18 hours to compile	450.00	450.00
Additional cost per hour	25.00	25.00
Disbursement Costs		
Postage under £20	No charge	No charge
Postage £20 or over	Actual cost	Actual cost
E-mail Transmission	No charge	No charge
Paper Documents first sheet	see photocopying and printing document charges	see photocopying and printing document charges
CD / DVD per disk	5.00	5.00
Inspection facilities. Calculated per request requirements. Minimum charge	16.00	16.00
Registration (Fees jointly agreed with Beds Borough under a Service Level Agreement)		
Marriages - Approved Premises		TBA
Local Authority Venue Monday - Friday	69.00	
Local Authority Venue Saturday	92.00	

Outside Venue Monday - Friday	363.00	
Outside Venue Saturday	424.00	
Outside Venue Sunday and Bank Holidays	481.00	
Civil Partnership Registrations - Approved Premises	311.00	
Outside Venue Monday - Friday	345.00	
Outside Venue Saturday	379.00	
Outside Venue Sunday and Bank Holidays		
Celebratory Services - Approved Premises - Outside Venue	198.00	
weekdays to 5 pm	214.00	
weekdays after 5 pm	226.00	
Saturdays to 5 pm	254.00	
Saturdays after 5 pm	254.00	
Sundays & Bk Hols to 5 pm	294.00	
Sundays & Bk Hols after 5 pm		
Celebratory Services - Approved Premises - Local authority Venue	243.00	
weekdays to 5 pm	276.00	
weekdays after 5 pm	294.00	
Saturdays to 5 pm	344.00	
Saturdays after 5 pm	344.00	
Sundays & Bk Hols to 5 pm	417.00	
Sundays & Bk Hols after 5 pm	29.00	
Citizenship Ceremonies - Individual Ceremony	1179.00	
Approved Premises Licence Fee (Three year)	155.00	

Civil Funerals		
Fees set by General Register Office (per item)		
Notice of Marriage		
Notice of Civil Partnership		
Register Office Marriage		
Register Office Civil Partnership Registration		
Birth, death marriage cert - from closed register		
Short birth cert from closed register		
Birth, death marriage cert - from open register		
General Search of the Indexes		
Attendance to take a notice - housebound or detained (e.g. prison)		
Attendance of SR to conduct marriage or CP - housebound or detained		
Register marriage at Church, housebound or detained - Registrar's fee		
Certificate of worship (to licence a building for worship)		
Licence a religious building for marriage		
Coroners		
Supply of transcript of inquest on CD	26.78	27.50
Additional copies	8.24	12.50

SCHEDULE OF FEES AND CHARGES - CENTRAL BEDFORDSHIRE COUNCIL - 2010/11

Colour Key:		
Statutory Charge		
Directorate Corporate Resources	2010/11 Rate	2009/10 Rate
Except where indicated, all figures <u>include</u> VAT which will be levied at the prevailing rate where applicable	£	£
Committee Services		
Photocopies of Documents		
Up to 50 sheets	No charge	No charge
Over 50 sheets	10p per sheet	10p per sheet
Legal Services		
Photocopies of Documents		
Up to 50 sheets	No charge	No charge
Over 50 sheets	10p per sheet	10p per sheet
Elections		
For each register per 1000 names or part thereof	Statutory Fee	Statutory Fee
Local Land Charges		
Full Residential Search (LLC1 and Con29)	133.00	133.00
Full Commercial Search (LLC1 and Con29)	201.00	201.00
LLC1 Certificate of Search	20.00	20.00
Con 29 Local Enquiries (Residential)	113.00	113.00
Con 29 Local Enquiries (Commercial)	181.00	181.00

Part II optional		15.00	15.00
Solicitors own question		25.00	25.00
Additional parcel of land		13.50	13.50
Personal Search		22.00	11.00
Copy documents		2.00	2.00
Local Taxation			
Cost of Collection			
Administration charge on Court Costs			
	Council Tax	63.00	63.00
	NNDR	83.00	83.00
Photocopies of Documents			
Rating List			
Up to 50 sheets		No charge	No charge
Over 50 sheets		10p per sheet	10p per sheet
Criminal Records Bureau (CRB) Checks			
Cost Per CRB check		36.00	36.00
Administrative Charge		17.63	15.00

SCHEDULE OF FEES AND CHARGES - CENTRAL BEDFORDSHIRE COUNCIL - 2010/11

Colour Key:		
Statutory Charge		
Directorate: Social Care Health and Housing	2010/11 Rate	2009/10 Rate
Except where indicated, all figures <u>include</u> VAT which will be levied at the prevailing rate where applicable	£	£
Housing		
Service Charges (VAT n/a)		
Door Entry Systems (48 weeks)	0.18	0.17
Communal Heating (48 weeks)	0.10 – 3.85	0.10 – 3.77
Communal Cleaning (48 weeks)	0.36 – 5.58	0.36 – 5.47
Communal Electric (48 Weeks)	0.08 – 6.43	0.08-6.30
Window Cleaning	0.23	0.22
General Management for sheltered and mini schemes	0.10 – 3.20	0.09 – 3.20
Staircase Lighting - General Dwellings	0.11 – 1.34	0.11-1.32
Supporting People Charges (VAT n/a)		
Red House Court (48 weeks)	17.87	17.87
Other sheltered accommodation (48 weeks)	17.74	17.74
Designated elderly person dwellings (48 weeks)	6.33	6.33
Community Alarm System (48 weeks)		
persons in council sheltered accommodation or disabled	3.42	3.42
not in council sheltered accommodation (includes VAT)	4.02	3.42
Guest Rooms		

Leasehold Enquiries	66.00	64.00
Communal Television		
48 week basis (VAT n/a)	0.17	0.16
Careline		
Emergency Response (48 week basis) (VAT n/a)	2.50	2.45
Home Loss Payments		
Prescribed amount - Home Loss regulations 2008	£4,700	max £1,500
Housing		
Sealing on Redemption Fee (+ registry search fee)		
Sealing on Redemption Fee	100.00	100.00
Land Registry Search Fee	4.00	3.00
Charges for reference to banks & building societies	26.01	25.50
Retrospective Consent Applications (RTB)	38.51	37.75
Consent for Cable Installations	113.22	111.00
Disturbance and Removal Allowances		
Based on actual removal of costs	500.00	500.00
Housing Act 2004 Enforcement		
Recipient of Housing Act Enforcement Notice (per person)	TBA	full cost recovery
Houses of Multiple Occupation		
Licensing Scheme (per property)	356.29	349.30

Adult Social Care		
Homes for Adults with Learning Disabilities (per week)	735.42	7.21
Homes for Young People with Multiple Disabilities (per week)	1771.74	1736.58
People recovering from Mental Illness (per week)	590.58	578.86
Barford Avenue Day Centre (per day)	46.92	46.35
Day Centres for Adults with Learning Disabilities incl transport (per day)	60.18	58.71
Day Centres for Adults with Learning Disabilities excl. transport (per day)	48.96	48.41
Social Centres for Older People - per day incl. transport (per day)	40.8	40.17
Social Centres for Older People excl. Transport (per day)	27.54	26.78
Group Homes Trial Periods not exceeding 48 Hours (per day)	4.08	3.55
Group Homes Rental Charge – Standard Room (per week)	53.04	52.38
Group Homes Rental Charge – Small Room (per week)	48.96	47.95
Lettings:		
Side Room / Small Room		
up to 4 hours	19.38	18.9
additional hour	4.90	4.84
Main Hall		
up to 4 hours	38.45	37.9
additional hour	9.79	9.58
Kitchen		
up to 4 hours	12.85	12.57
Meals:		
Frozen meal (per meal)	3.06	3.04
Hot meal (per meal)	3.26	3.19
Meals at day centres - clients and staff not on duty (per meal)	3.26	3.19
Telephones Rentals - CSDPA (per quarter)	6.02	5.92

Family Based Respite Care			
Respite			
	up to 6 hours	20.50	20.09
	6 to 12 hours	34.68	34.04
	12 to 24 hours	45.29	44.39
Home Care			
Home Care (per hour)		16.93	16.63
Transport Charges - Staff			
Social Service Driver/Escort/Carer (per hour)			
	0700-1730 Mon - Fri	12.44	12.20
	1730-1700 Mon - Fri	18.67	18.30
	0001 - 2359 Saturday	18.67	18.30
	0001 - 2359 Sunday	24.89	24.40
Social Service Escort/Carer (per hour)			
	0700-1730 Mon - Fri	12.04	11.80
	1730-1700 Mon - Fri	18.05	17.70
	0001 - 2359 Saturday	18.05	17.70
	0001 - 2359 Sunday	24.07	23.60

SCHEDULE OF FEES AND CHARGES - CENTRAL BEDFORDSHIRE COUNCIL - 2010/11

Colour Key:		
Statutory Charge		
Directorate: Sustainable Communities		
Except where indicated, all figures <u>include</u> VAT which will be levied at the prevailing rate where applicable	2010/11 Rate	2009/10 Rate
Miscellaneous	£	£
Skin Piercing, Including Tatooning, Acupuncture, Electrolysis and Ear Piercing One-off Registration fees:		
Premises	136.40	113.82
Person	130.40	109.18
Preparation of Report for Accident Investigation	62.20	52.16
Production of Housing specialist report	62.20	52.16
Voluntary Surrender Certificate	94.50	79.31
Water Sampling	Cost Recovery	Cost Recovery
Food		
Food Export Certificate	47.80	72.10
Food Hygiene Course Lecturing	58.75	69.53
Food Premises Register		
Full	900.00	751.90
Single Entry	18.00	14.42
Pest Control		
Rats, Mice, Bedbugs, Cockroaches	1st visit Free, then 50.00	25.00

Concession	1st visit Free, then 50% of above	free
Ants and fleas	50.00	45.00
Concession	50% of above	22.50
Wasps	45.00	45.00
Concession	50% of above	free
Dog Control		
Veterinary Fee	Cost Recovery	Cost Recovery
Direct return to owner where dogs are chipped / tagged	25.00	
Owner collects from kennels	50.00	35.00
Kennelling (per night)	10.00	8.00
Warden collects dog from kennels and returns to owner	100.00	
Kennelling (per night)	10.00	
Licences - Animals		
Riding Establishments		
Full Licence	235.00	230.72
Provisional Licence	25% of full	25% of full
Dangerous Wild Animals	538.00	450.11
Pet Shops	215.50	177.16
Dog Breeders	203.50	169.95
Animal Boarding Establishments	245.00	206.00
Zoos		
Grant / New	955.00	689.07
Renewal	597.00	509.85
Zoo's with dispensation status from DEFRA - Grant/New	50% of Grant / New	
Zoo's with dispensation status from DEFRA - Renewal	50% of Renewal	
Licensing of Hackney Cabs & Private Hire Vehicles	Currently under review by Service	
South Bedfordshire Zone		

Hackney Carriage		
Vehicle Licence		266.00
Replacement Vehicle Testing Fee		80.00
Cancellation of test Without Due Notice, Reappointment Fee		60.00
Substantial Re-test following failure for major defects		80.00
Test following suspension of Vehicle Licence		80.00
Replacement Plate		30.00
Private Hire Vehicle		
Vehicle Licence		266.00
Plate Deposit (refundable on surrender of plate)		60.00
Replacement vehicle Testing Fee		80.00
Cancellation of Test without due notice, reappointment fee		60.00
Substantial Re-test following failure for major defects		80.00
Test following suspension of Vehicle Licence		80.00
Replacement Plate		30.00
Dual Hackney Carriage and Private Hire Drivers Licence		
Annual Fee		82.00
Three Year Licence		158.00
Replacement Badge		12.00
Private Hire Operators Licence		
Charge per vehicle		164.00
Horse drawn Carriage		208.00
Licensing of Hackney Cabs & Private Hire Vehicles		
Mid Bedfordshire Zone		
Operators		
Grant of Private Hire Operators Licence (1 year)		193.90

Renewal of Private Hire Operators Licence		66.70
Administration Fee for Application withdrawal variation		17.80
Licensing of Hackney Cabs & Private Hire Vehicles		
Drivers		
Grant of Private Hire Drivers / Hackney Carriages Drivers Licence		53.50
Knowledge Test		19.80
Application Deposit Fee		10.00
DVLA Enquiry		6.75
Criminal Records Bureau Enquiry		42.25
Private Hire / Hackney Carriage Drivers Badge, issue, renewal, replacement		8.00
Deposit on New Drivers Badge		10.00
Renewal of Hackney Carriage / Private Hire Drivers Licence		34.40
Application Withdrawal Administration Licence Variation Fees		17.80
Vehicle		
Grant of Private Hire / Hackney Carriage Vehicle Licence (1 year)		148.00
Issue of Private Hire / Hackney Carriage Vehicle Licence Plate		12.00
New Plate (Deposit)		25.00
Fixing Bracket for Vehicle Licence plate		11.00
Issue of Private Hire / Hackney Carriage Vehicle Windscreen Badge		14.00
Issue of Windscreen Badge Holders		2.00
Renewal of Vehicle Licence (1 Year)		110.00
Replacement of Plate		12.00
Stretch Limousine		
Grant of Licence		148.00
Licence Plate		12.00
Plate Deposit		25.00
Windscreen Badge x 2		27.00
Windscreen Pouch x 2		4.00

Renewal of Licence		110.00
Other Licensing		
Pools / Tote Promoter	Statutory Fee	Statutory Fee
Lottery Cert		
Grant (Statutory fee / charge)	Statutory Fee	Statutory Fee
Renewal (statutory fee / charge)	Statutory Fee	Statutory Fee
Gambling Act 2005 Premises Licence Fees:		
New Premises Licence	538.00	450.00
Vary a Premises Licence	538.00	450.00
Transfer a Premises Licence	137.50	115.00
Re-instatement of a Premises Licence	245.00	205.00
Provisional Statement	538.00	450.00
Premises Licence with a Provisional Statement	96.00	80.00
Copy of Licence	Statutory Fee	Statutory Fee
Notification of Change of Address	30.00	25.00
Annual Premises Licence Fee	245.00	205.00
Amusements with prizes (£10+)	Statutory Fee	Statutory Fee
Amusements with prizes - Statutory	Statutory Fee	Statutory Fee
Sex Shop		
Grant	2415.00	2861.86
Renewal	1621.50	1816.41
Transfer or Variation	1621.50	1411.10/2221.71
Motor Salvage Operator (3 Years)	83.75	70.00
CRB (set by CRB)	Statutory Fee	Statutory Fee
CRB for other organisations (set by CRB)	Statutory Fee	Statutory Fee
Copy Documents		
<i>Photocopying and Printing of Documents A4 size</i>		
Single request up to 50 sheets		
1st sheet	No charge	No charge

	every additional sheet	10p per sheet	10p per sheet
Contaminated Land			
Contaminated Land Enquiries To provide additional information to solicitors, developers etc.		81.50	68.00
Concessionary Fares			
Replacement concessionary travel permits		5.00	5.00
Community Safety - Fixed Penalty Notices			
		Maximum / Discounted	
Nuisance Parking - Cars for Sale and Repair		100 / 60	
Abandoning a Vehicle		200 / 140	
Litter		80 / 50	
Street litter control notices and litter clearing notices		100 / 60	
Unauthorised distribution of free literature		80 / 50	
Graffiti and Fly Posting		80 / 50	
Failure to produce authority (Waste Transfer Notes)		300 / 200	
Failure to produce documentation (Waste Carrier Licence)		300 / 200	
Offence in relation to Waste Receptacles		100 / 60	
Offences under Dog Control Orders		80 / 50	
Failure to nominate keyholder and inform Local Authority		80 50	
Noise from licences premises under Noise Act 1996		Not adopted	
Car Parking Charges			
Free Sites			
Dunstable			
West Street (2hr time limit)		Free	Free
Westfield Road (3hr time limit)		Free	Free
Houghton Regis			
Bedford Square (3 hour time limit)		Free	Free

Tithe Farm Road (3 hour time limit)		Free	Free
Leighton Buzzard			
Baker Street (2hr time limit)		Free	Free
Linslade			
New Road (2hr time limit)		Free	Free
Pay & Display Sites			
Up to 2 hours		0.50	0.50
Up to 3 hours		0.80	0.80
Up to 5 hours		1.50	1.50
Up to 10 hours		4.00	4.00
Disabled Badge Holders		Free in marked bays	Free in marked bays
7 day permit		12.00	12.00
Multi Story Car Park Leighton Buzzard			
Up to 1 hour		0.50	0.50
Up to 2 hours		0.80	0.80
Up to 3 hours		1.20	1.20
Up to 5 hours		3.00	3.00
Up to 10 hours		5.00	5.00
Disabled Badge Holders		3hrs Free in marked bays	3hrs Free in marked bays
Permits			
Commercial (for town centre businesses)			
	12 months	360.00	360.00
Employee (for town centre workers)			
	12 months	360.00	360.00
	3 months	120.00	120.00
	1 month	48.00	48.00
Market Trader - per pitch per market day			

	12 months	60.00	60.00
	1 day	3.00	3.00
Penalty Charge Notices			
	Standard Rate	70 or 50	71 or 50
	Discounted Rate	35 or 25 if paid within 14 days 75 or 105 if unpaid after 2 months	36 or 25 if paid within 14 days 76 or 105 if unpaid after 2 months
	Enhanced Rate	80 or 110 plus costs (over 3 months)	81 or 110 plus costs (over 3 months)
	Court / Bailiff Rate		
Planning Service			
High Hedges			
High Hedges Legislation - Administer a complaint brought under Part 8 of Anti-Social behaviour Act 2003		458.25	385.00
Concession for applicants on means tested benefit		50% reduction	150.00
Street Naming			
Existing Property - House Name Change		55.00	54.5
New Property - Naming / Numbering			
	1-5 Plots	143.35	120.00
	6-25 Plots	258.50	216.00
	26-75 Plots	646.25	540.00
	76+ Plots	904.75	755.50
Additional Charge where this includes naming a building (e.g. block of flats)		193.87	162.00
Existing Street - Rename		250.27	208.50
Existing Street - Rename - additional charge per property		45.47	38.00
New Street - Additional charge to house numbering where this includes naming of a street		193.87	162.00
Public Path Orders			

Processing where no objection received	Cost Recovery	Cost Recovery
Processing where an objection is received	Cost Recovery	Cost Recovery
Advertising Costs	Cost Recovery	Cost Recovery
Development & Building Control		
Supply of weekly list of Planning and Building Regulation Applications - Former Mid Beds area	127.25	125.00
Photocopies - Planning Decisions Building Regulations Decisions Section 106 Agreement	0.00 10p per sheet	1.00 10p per sheet
Section 106 Agreement - Larger Colour Documents	As A4 sheets + Plan Fee at cost	As A4 sheets + Plan Fee at cost
Appeal Decisions Decision Letter Inspector Reports	0.00 10p per sheet	1.00 10p per sheet
Tree Preservation Orders	As A4 sheets + Plan Fee at cost	As A4 sheets + Plan Fee at cost
Completion Certificates if not previously issued duplicate certificate	Free 19.25	Free 18.00
Letter of confirmation of satisfactory completion of works (Building Regs)	19.25	18.00
Sale of Plans		
	A4 10p per sheet (Free up to 50)	10p per sheet (Free up to 50)
	A3 TBA	6.5
	A2 TBA	8.4

	A1	TBA	10.5
	A0	TBA	13.25
Photocopies of other documents	1st 50 A4 copies each	Free 10p per sheet	Free 10p per sheet
Planning Service			
Drainage Certificates		TBA	25.00
Letter of Comfort		TBA	120.00
Development & Building Control			
S106 Town & Country Planning Act 1990 Agreements charging introduced Sept 2002 (Rate for straightforward agreements and thereafter at the fee earners hourly rate)		TBA	620.00
Waste Related Charges			
Bulky Waste			
To collect bulky waste from domestic premises (per load or part thereof) - First Collection in year		20.00	
To collect bulky waste from domestic premises (per load or part thereof) - Subsequent Collections in year		45.00	38.00
Concession		50% reduction on above	1 free per year
Cement Bound Asbestos			
<i>To collect cement-bound asbestos from domestic premises:</i>			
	up to 8 sheets or equivalent	TBA	160.00
	any number of sheets above 8 sheets or equivalent up to a maximum of 16 sheets in total be subject to an additional charge of (per sheet - a sheet being approx 2m x 1m)	TBA	£7 per sheet
	Persons in receipt of means tested benefit	50% of above	full cost

Abandoned / End-of-life vehicles		
To collect and dispose of end-of-life vehicles from domestic premises	Free	Free
To collect and dispose of end-of-life vehicle or abandoned vehicles from non-domestic premises	25.00	15.00
Fridges & Freezers		
To collect fridges and Freezers from domestic premises	1 free, subsequently 35.25	26.00
Persons in receipt of means tested benefit	1 Free, subsequently 50% of above	1 free per year
Department for Planning & Control		
Highway Enquiry & Search Letters : per enquiry	39.36	32.57
Minerals Letters: per enquiry	39.36	32.57
DSC Reports		
	Initial Search	37.01
	Per Application	0.05
GIS Maps		
	A4	3.47
	A3	6.70
	A2	13.51
	A1	17.04
	A0	44.18
Scanner		
	Internal Annual Fee: unlimited use	394.80
	One-off: per copy	32.31
	External: Unlimited use	394.80
	External: per copy	32.31
Commons Searches (CR21)		16.74
Photocopying Charges		
	A4 per copy	0.11

	A3 per copy	0.23	0.21
Mineral & Landfill Monitoring Fees - Current Site	Current Site	354.85	
	Dormant Site	119.85	
Transport Fleet			
Yellow Coach Hire - Term Time during 9.30am - 2.30pm Monday to Friday (for the first 50 miles, then 40p per mile thereafter is added)			
	1 Hour	89.89	75.00
	2 Hours	143.35	120.00
	3 Hours	191.52	160.00
	4 Hours	239.70	200.00
	5 Hours	286.70	240.00
Yellow Coach Hire - Term Time anytime after 4.30pm Monday to Friday and all day Saturday. (Charge per hour - minimum of 2 hours + 40p per mile)			
		59.92	50.00
Yellow Coach Hire - Sunday. (Charge per hour minimum of 2 hours + 40p per mile)			
		71.67	60.00
School Transport			
Concessions & Post 16 bus pass			
	per term	133.95	112.27
	half term	66.97	56.14
	year	364.25	303.85
Replacement Bus Pass			
		5.00	12.36
Heritage			
Trees			
		Cost Price	Cost Price
Use of Historic Environmental Records (HER). Per hour			
		43.00	36.05
Photocopying			
		0.10	0.10

Highways Maintenance Services		
Highways		
Temporary notices up to 21 days duration	1109.20	927.00
Temporary Traffic Regulation Orders	1109.20	927.00
Emergency Order up to 5 days duration	554.60	463.50
Emergency Order up to 21 days duration	554.60	463.50
Temporary Traffic Regulation Order up to 18 months duration	1109.20	927.00
Additional costs for possible extension of 18 months order	1109.20	927.00
Road Traffic Regulation Orders for Special Events	1109.20	927.00
Temporary Traffic Signs (AA & RAC)	123.37	103.00
	No charge	No charge
Licenses		
Permission to erect portacabins/huts, scaffolding, hording, temporary crossovers & excavation on the highway	92.24	77.25
Deposit for scaffolding on or over highway	No charge	No charge
Deposit for hoarding/fences on highway	No charge	No charge
Deposit for temporary crossovers	No charge	No charge
Consent to deposit materials on the highway	31.14	25.75
Oversailing of crane over the highway	92.24	77.25
Permission to place skip on highway	31.14	25.75
Provision of Quotation for Construction of crossover	No charge	No charge
Supervision & Inspection fees for vehicle crossing over a footway or verge	Cost	Cost
Extension of cover	No charge	No charge
Permission - Table/chairs on highway	Under Review	Under Review
Licenses		
Cultivation of verge Licence	31.14	25.75
NRSWA S50 SW Licence	246.75	206.00

Licence Deposit up to 5m2	493.50	412.00
Licence Deposit up to 5m2 and above (additional per m2)	92.24	77.25
Provision of H bar road markings	Cost	Cost
Provision of written information enquiries	No charge	Cost
Charges for Damaged Highway Plant	Cost	Cost
Renew Concrete Bollard		
08.00-17.00 hrs	Cost	Cost
17.01-07.59 hrs	Cost	Cost
Publications		
Highway General Specification Aid	6.46	5.36
Highway Design Guide	Free	Free
TRADING STANDARDS		
Annual Membership Fee	170.00	142.16
Renewal Fee for Existing Member	128.00	107.15
UKTC Membership Fee	142.50	118.82
UKTC Renewal Fee	142.50	118.82
Trading Standards Approved Stickers		
per 100	12.00	9.55
per 500	16.75	13.79
per 1000	22.75	19.10
Consumer Guide Leaflet		
per 100	27.50	23.34
per 500	68.25	57.29
per 1000	138.75	115.64
Trading Standards Approved Plaque	34.75	28.64
Replacement/Additional Membership Certificate	12.00	9.55
WEIGHTS AND MEASURES ACT 1985		
I -Hire of Weights		

Charge per weight per week or part thereof	5.60	
J - Duplicate Petroleum Licence	25.00	
K - Performing Animals		
Performing Animals (per licence)	30.00	24.93
L - Milton Keynes Scales *		
Pass (per item)	10.00	9.93
Fail (per item)	5.00	4.78
* VAT may or may not be applied depending on the reason for testing. The application of VAT to weights and measures activities is currently the subject of national discussion.		

SCHEDULE OF FEES AND CHARGES - CENTRAL BEDFORDSHIRE COUNCIL - 2010/11

Colour Key:		
Statutory Charge		
Directorate: Children, Families and Learning Except where indicated, all figures <u>include</u> VAT which will be levied at the prevailing rate where applicable	2010/11 Rate £	2009/10 Rate £
OUTDOOR CENTRES - Fees jointly agreed with Beds Borough under a Service Level Agreement	TBA	
Kempston Outdoor Centre		
Half day		13.39
Full Day		20.29
Mobile Climbing Tower School & Community Use		
Half day		190.55
Full Day		309.00
Blue Peris Mountain Centre		
40 Students		
Autumn		278.10
Winter		248.23
Spring		278.10
Summer Peak period		319.30
Summer (excl peak)		303.85
Less than 40 Students		
Autumn		307.97
Winter		273.98
Spring		307.97
Summer (excl peak)		307.97
Transport Charges - Staff		

Education Driver/Escort/Carer (per hour)		
	0700-1730 Mon - Fri	16.30
	1730-1700 Mon - Fri	20.38
	0001 - 2359 Saturday	20.38
	0001 - 2359 Sunday	27.28
Transport Charges - Vehicles		
1st 24 hours - Accessible		67.00
Accessible (per mile)		0.89
1st 24 hours - Minibus/MPV/Car		26.00
Minibus/MPV/Car (per mile)		0.89
LIBRARIES		
1 - Letting Charges (non VAT)		
i) Fitwick, Houghton Regis, Leighton Buzzard - Hourly charge:		
Within opening hours		
	Commercial	17.50
	Community	8.75
		10.93
		9.55
Outside opening hours		
	Commercial	30.25
	Community	21.50
		31.85
		22.30
ii) Other Libraries - Hourly charge		
Within opening hours		
	Commercial	11.50
	Community	5.75
		12.75
		6.40
Outside opening hours		
	Commercial	24.25
		25.50

	Community	18.50	19.15
<p>NB: Where a block booking of 10 or more sessions is made, a discount may be offered at the discretion of the Library Services Manager. Equipment, e.g. flipchart, may be available at some libraries on request.</p>			
2 - Audio Visual (non VAT) (per item)			
CDs - per week			
	Standard rate	1.00	1.00
	Concessions	0.50	0.50
	Registered blind, partially sighted and hearing impaired people	Free	Free
Videos - per week			
	Standard rate	1.50	0.60
	Concessions & children's Videos	0.75	0.30
	Registered blind, partially sighted and hearing impaired people, people with dyslexia, people with dyspraxia	Free	free
DVD's - per week			
	Standard rate	2.20	2.70
	Concessions and children's DVDs	1.10	1.35
	Registered blind, partially sighted and hearing impaired people, people with dyslexia, people with dyspraxia	Free	Free
Spoken Word CDs and Cassettes (3 week loan period)			
	Standard rate	1.20	1.20
	Concessions	0.60	0.60
	Registered blind, partially sighted and hearing impaired people; housebound service clients; children's spoken word; people with dyslexia, people with dyspraxia	Free	Free
3 - Fines			
Standard			
	per day open	0.22	0.21

	Maximum (after 5 weeks)	6.60	6.30
Concessions			
	per day open	0.11	0.11
	Maximum (after 5 weeks)	3.30	3.30
Children's Tickets and Children's Books			
	per day open	0.05	0.05
	Maximum (after 5 weeks)	1.50	1.50
CD's, DVD's and Videos.		Further hire charge is made	
4 - Lost and Damaged items (Full replacement cost of items is charged if higher than the minimum charge)			
Adult Fiction (hardback)		16.55	16.55
Children's Fiction (hardback and paperback)		4.35	4.35
Adult Non-Fiction (hardback and paperback)		17.95	17.95
Children's Non-Fiction		6.65	6.65
Adult Fiction Paperbacks		6.90	6.89
Cassettes		8.70	8.68
CDs		17.20	17.24
Adult Spoken Word CD's		17.20	17.23
Adult Spoken Word Cassettes Double or single		8.90	8.94
Each additional cassette		4.55	4.54
Children's Spoken Word Cassettes		4.55	4.54
Children's Spoken Word CD's (per CD)		10.40	
Adult Videos		11.20	11.15
Children's Videos		8.50	8.54
Adult DVDs		19.40	19.34
Children's DVDs		11.25	11.25
Magazines - charged at face value plus		0.50	
No charge for damaged books borrowed by or for children aged 0 – 5 years. Charges for lost children's books, adult books damaged by a child, or damaged audio visual items still apply.			

5 - British Library Lost Book Charge		
(50% remission if subsequently returned)	Actual + 3.00 admin fee	Actual
6 - Requests (viewpoint and staff assisted) charge per request		
Standard rate	1.00	1.00
Children's rate	No charge	No charge
Concessions	0.50	0.50
Additional charge for books borrowed from outside Bedfordshire	1.50	1.50
Vocal scores : per set of 5 - 30	5.50	5.50
Vocal scores per set of 31+	11.00	11.01
Request charges for 16 – 18 year olds are at the concessionary rate.		
7 - Lost Ticket Replacement		
Charge per lost ticket (Adult only)	1.00	1.00
8 - Picture Hanging Service		
Charge per item sold 20% commission +VAT on sales price		
9 - Photocopies and Print Outs		
i) Black and white photocopies, Fax, CD-ROM and Internet prints		
Per copy A4	0.10	0.10
A3	0.15	0.15
ii) Black and white microform reader/printers		
Per copy A4	0.25	0.25
iii) Colour CD-ROM and Internet prints containing photographs, artwork or charts	0.35	0.35
iv) Colour photocopies		
Per copy A4	1.00	1.00

	A3	1.50	1.50
(Use discretion where library only has colour printers and print would have been b & w if available)			
10 - Fax charges per copy sent			
UK	first sheet	1.25	1.25
	subsequent sheets	0.65	0.65
Europe & N America	first sheet	2.55	2.55
	subsequent sheets	1.30	1.30
Rest of world	first sheet	3.90	3.90
	subsequent sheets	1.95	1.95
Receiving faxes (per sheet)		0.75	0.68
Receiving faxes from premium rate lines	standard charge	3.00	2.65
	plus price per sheet	0.75	
Sale of 1GB USB drives		6.00	
Public Record Office Vouchers (per voucher)		5.00	5.00
'Occasional' local publications (to be agreed with OPS Manager) at cost + commission			
11 - Display of Commercial Posters			
All charges to be for a maximum display period of 4 weeks. Charge per week			
	A3	27.00	22.45
	A4	16.45	13.25
	A5	10.00	7.75

Postcard size	4.70	3.25
ARCHIVES (Fees jointly agreed with Beds Borough under a Service Level Agreement)	TBA	
Photocopying		
Minimum charge for copies ordered by post (including postage and packaging)- UK AND Overseas (per copy)		5.15
Straightforward copying e.g. searchroom library items (per copy)		0.52
Complex copying (postal only) e.g. most items ordered from the stacks, such as wills; copies from census microfilm and pre-1813 parish register entries		1.03
Discounts per copy (A4 or A3)		
Students in full-time education (must be present)		half rate
Bulk e.g. succession of pages from archive		half rate
Colour photocopying		
A4		2.06
A3		2.06
Discount, students in full-time education		half rate
Plan printing per copy (A2 to A0) done off-site		
- first		10.30
- subsequent (at same time)		10.30
Photography		
Digital Images		
Minimum charge per A4 or A3 size copy (per 15/20 mins)		7.21
Additional manipulation i.e. cropping, colour correction and some image sharpening		26.78

We have a digital camera and a scanner with which we are able to produce digital images from glass plate negatives and items that cannot be photocopied without risking damage. Images can be supplied in hard copy on a range of papers or as files on CD.		
Research fees		
General research work (e.g. family history) and transcription, charge per hour (exclusive of copying charges - per hour)		26.78
30 Minutes Research		15.45
Specialist research for business or professional purposes (per hour)		77.25
Internal charge to BCC (per hour)		51.50
Certificates and Certified Copies (for verified entries not involving a search)		
Baptism certificate (statutory fee)		
Marriage certificate (statutory fee)		
General certification of documents (non-statutory)		10.30
Group visits to the archives office (evenings or daytime) involving special arrangements.		
Talks by staff, stackroom tours, documents out in advance. (minimum)		51.50
Charge for lectures (exclusive of travelling costs for lectures outside 25 mile radius) (minimum)		51.50
Reproduction Fees		
Use of Premises and/or documents for commercial photography		
Still photography (per 7 hour day):		288.40
Filming (per 7 hour day):		576.80
Hourly charge pro rata: minimum charge - 2hrs		
English Language or Single Language Rights		
UK Rights		51.50
World Rights		103.00

Educational or Academic Use		
UK Rights		41.20
World Rights		82.40
Local History Publications		
£5-20 per image depending on quantity used		
Book jackets, Cover illustrations		
(e.g. audio cassettes, CDs, etc), and other packaging, CD Roms		
UK Rights		61.60
World Rights		123.60
Advertising, Photo décor (murals, wall displays, etc)		
£50 per image up to 2sq.m. larger images pro rata		
UK Rights		51.50
World Rights		103.00
Television: First Flash		
UK Rights		51.50
World Rights		103.00
Second flash - 50% of fee for first flash		
Re-use as video - additional 100% of appropriate fee for first flash		
Re-use as video		
MUSIC SERVICE	TBA	
Lesson Setting (Per Term)		
Lower Schools - Group and Individual		
Middle, Upper and Community		
	Group	

	Individual 20 mins		
Middle and Upper			
	Individual 60 mins		
Out of County and non-LEA schools	Group		
	Individual 20 mins		
	Individual 30 mins		
RIGHTS OF WAY			
Public documents			
Viewing any documents			
	per Copy A4	2.47	2.06
	per copy A3	4.94	4.12
	per copy: 60 x 80 cm	12.10	10.30
Definitive Statement		0.65	0.52
Confirmed orders		3.64	3.09
Policy statements – OAIP, Business Plan, etc		12.10	10.30
Documents/requests relating to statutory procedures			
Completed user evidence forms		0.65	0.52
Witness interview write-ups		0.65	0.52
Statutory declarations by Council officers (per hour)		36.43	30.90
Certified true copy of Definitive Statement		0.65	0.52
Certified true copy of Definitive Map			
per copy A4		6.11	5.15
per copy A3		12.10	10.30
per copy 60x80cm		24.68	20.60
Copies of pieces of evidence relating to current (i.e. unconfirmed) modification orders		0.65	0.52

Documents not originating from the Council		
Inspectors' decision letters	4.82	4.12
Other		
One-off Definitive Map searches / enquiries for planning / development etc.	44.65	37.52
Produce plan	36.43	30.90
Administration associated with processing public path orders	38.78	32.71
LEIGHTON BUZZARD THEATRE		
A - CHARGES TO CHARITY AND VOLUNTARY ORGANISATIONS		
i) Hire Charges for SINGLE EVENT PERFORMANCES in the auditorium - Without Technician (No VAT on Room Hire)		
Mon/ Tuesday		
	0930 - 1620	189.00
	1730 - 2300	249.00
	0930 - 2300	433.00
		189.37
		248.85
		432.81
Wed/ Thursday		
	0930 - 1630	189.00
	1730 - 2300	319.00
	0930 - 2300	498.00
		189.37
		319.15
		497.75
Fri/ Saturday		
	0930 -1630	189.00
	1730 - 2300	373.00
	09.30 - 2300	563.00
		189.37
		373.32
		562.69
	Monday / Wednesday 4 hour slot	120.00

	0930-1730	200.00	
	1730-2300	298.50	
	0930-2300	458.50	
	Thursday/Sunday 4 hour slot	168.00	
	0930-1730	296.00	
	1730-2300	425.00	
	0930-2300	674.00	
	Extra Hours (per hour) Morn / Aft	25.00	
	Evening	40.00	
	Late Vacating	50.00	
	Sunday Get In / Get Out (per hour)	40.00	
ii) Hire Charges for SINGLE EVENT PERFORMANCES in the auditorium - With Technician (No VAT on Room Hire)			
Mon/ Tuesday			
	0930 - 1620	341.00	340.83
	1730 - 2300	368.00	367.92
	0930 - 2300	703.00	703.34
Wed/ Thursday			
	0930 - 1630	341.00	340.83
	1730 - 2300	433.00	432.81
	0930 - 2300	768.00	768.28
Fri/ Saturday			
	0930 -1630	341.00	340.83
	1730 - 2300	492.00	492.34
	09.30 - 2300	833.00	833.22
Monday / Wednesday			
	4 hour slot	160.00	
	0930-1730	320.00	

	1730-2300	368.50	
	0930-2300	688.50	
Thursday/Sunday	4 hour slot	208.00	
	0930-1730	416.00	
	1730-2300	495.00	
	0930-2300	904.50	
	Extra Hours (per hour) Morn / Aft	25.00	
	Evening	40.00	
	Late Vacating	50.00	
	Sunday Get In / Get Out (per hour)	40.00	
Lounge	09.30 - 23.00	19.00	18.90
	09.30-17.30	12.00	
	18.00-23.00	14.00	
Meeting Room	09.30 - 23.00	13.00	
	09.30-17.30	8.00	
	18.00-23.00	10.00	12.98
Theatre	09.30 - 23.00	26.00	
	09.30-17.30	25.00	
	18.00-23.00	27.00	25.96
B - CHARGES TO COMMERCIAL ORGANISATIONS			
i) Hire Charges for SINGLE EVENT PERFORMANCES in the auditorium - Without Tech(No VAT on Room Hire)			
Mon/ Tuesday			

	0930 - 1620	314.00	313.79
	1730 - 2300	373.00	373.32
	0930 - 2300	498.00	497.75
Wed/ Thursday	0930 - 1630	314.00	313.79
	1730 - 2300	373.00	373.32
	0930 - 2300	563.00	562.69
Fri/ Saturday	0930 -1630	314.00	313.79
	1730 - 2300	433.00	432.81
	09.30 - 2300	622.00	622.17
Monday / Wednesday	4 hour slot	128.00	
	0930-1730	216.00	
	1730-2300	326.00	
	0930-2300	499.00	
Thursday/Sunday4 hour slot	4 hour slot	180.00	
	0930-1730	320.00	
	1730-2300	463.50	
	0930-2300	742.00	
	Extra Hours (per hour) Morn / Aft	27.50	
	Evening	44.00	
	Late Vacating	55.00	
	Sunday Get In / Get Out (per hour)	11.00	
ii) Hire Charges for SINGLE EVENT PERFORMANCES in the auditorium - With Tech(No VAT on Room Hire)			
Mon/ Tuesday			

0930 - 1620		465.00	465.30
1730 - 2300		492.00	492.34
0930 - 2300		768.00	768.28
Wed/ Thursday			
0930 - 1630		465.00	465.30
1730 - 2300		492.00	492.34
0930 - 2300		833.00	833.22
Fri/ Saturday			
0930 -1630		465.00	465.30
1730 - 2300		552.00	551.87
09.30 - 2300		893.00	892.70
Monday / Wednesday			
	4 hour slot	168.00	
	0930-1730	336.00	
	1730-2300	396.00	
	0930-2300	729.00	
Thursday/Sunday			
	4 hour slot	220.00	
	0930-1730	440.00	
	1730-2300	533.50	
	0930-2300	972.00	
	Extra Hours (per hour) Morn / Aft	27.50	
	Evening	44.00	
	Late Vacating	55.00	
	Sunday Get In / Get Out (per hour)	44.00	
iii) Hire Charges for NON PERFORMANCES EVENT in ALL AREAS(No VAT on Room Hire)			
Lounge			

	09.30 - 23.00	26.00	25.96
	09.30-17.30	14.00	
	18.00-23.00	16.00	
Meeting Room	09.30 - 23.00	19.00	18.90
	09.30-17.30	10.00	
	18.00-23.00	12.00	
Theatre	09.30 - 23.00	38.00	37.85
	09.30-17.30	30.00	
	18.00-23.00	40.00	