

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		
Local Authority Venue Monday - Friday	69.00	TBA
Local Authority Venue Saturday	92.00	TBA

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

Civil Funerals	155.00	TBA
Fees set by General Register Office (per item)		
Notice of Marriage	30.00	TBA
Notice of Civil Partnership	30.00	TBA
Register Office Marriage	40.00	TBA
Register Office Civil Partnership Registration	40.00	TBA
Birth, death marriage cert - from closed register	7.00	TBA
Short birth cert from closed register	5.50	TBA
Birth, death marriage cert - from open register	3.50	TBA
General Search of the Indexes	18.00	TBA
Attendance to take a notice - housebound or detained (e.g. prison)	40.00	TBA
Attendance of SR to conduct marriage or CP - housebound or detained	47.00	TBA
Register marriage at Church, housebound or detained - Registrar's fee	47.00	TBA
Certificate of worship (to licence a building for worship)	28.00	TBA
Licence a religious building for marriage	120.00	TBA
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	2009/10 Rate	2010/11 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		
	2009/10 Rate	2010/11 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)	0.17	0.18
Communal Heating (48 weeks)	0.10 – 3.77	0.10 – 3.85
Communal Cleaning (48 weeks)	0.36 – 5.47	0.36 – 5.58
Communal Electric (48 Weeks)	0.08-6.30	0.08 – 6.43
Window Cleaning	0.22	0.23
General Management for sheltered and mini schemes	0.09 – 3.20	0.10 – 3.20
Staircase Lighting - General Dwellings	0.11-1.32	0.11 – 1.34
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)	3.42	4.02
Guest Rooms		

Per night		
	single	7.06
	Double	11.06
Laundry - per let or week whichever is the shorter		6.00
Garages		
Per week exclusive of rates (48 weeks)		
	Council Tenant (VAT n/a)	8.75
	Not Council Tenant	8.75
Quarterly charge (VAT n/a)		14.20
Cesspit Charges		
per week (48 weeks) (VAT n/a)		3.76
Bed & Breakfast Accommodation		
52 week basis (VAT n/a)		138.00
Breakfast per person (any age) per week (VAT n/a)		3.00
Short Term Leased Properties		
52 week basis (VAT n/a)		134.00
Homeless Hostel		
Scheme Manager per week (52 wks)		33.45
Communal Heating per week (52 wks)		1.41
Communal Electric per week (52 wks)		2.77
Communal Heating & Domestic Hot Water per week (52 wks)		3.48-5.20
TV per week (52 wks)		0.15
Access Licences pa (VAT n/a)		57.60

8.46

13.25

6.12

8.93

10.49

14.48

3.76

140.76

3.06

136.68

34.12

1.44

2.83

3.55 - 5.30

0.16

69.03

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

Adult Social Care		
Homes for Adults with Learning Disabilities (per week)	721	735.42
Homes for Young People with Multiple Disabilities (per week)	1736.58	1771.74
People recovering from Mental Illness (per week)	578.86	590.58
Barford Avenue Day Centre (per day)	46.35	46.92
Day Centres for Adults with Learning Disabilities incl transport (per day)	58.71	60.18
Day Centres for Adults with Learning Disabilities excl. transport (per day)	48.41	48.96
Social Centres for Older People - per day incl. transport (per day)	40.17	40.8
Social Centres for Older People excl. Transport (per day)	26.78	27.54
Group Homes Trial Periods not exceeding 48 Hours (per day)	3.55	4.08
Group Homes Rental Charge – Standard Room (per week)	52.38	53.04
Group Homes Rental Charge – Small Room (per week)	47.95	48.96
Lettings:		
Side Room / Small Room		
up to 4 hours	18.9	19.38
additional hour	4.84	4.90
Main Hall		
up to 4 hours	37.9	38.45
additional hour	9.58	9.79
Kitchen		
up to 4 hours	12.57	12.85
Meals:		
Frozen meal (per meal)	3.04	3.06
Hot meal (per meal)	3.19	3.26
Meals at day centres - clients and staff not on duty (per meal)	3.19	3.26
Telephones Rentals - CSDPA (per quarter)	5.92	6.02

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

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	2009/10 Rate	2010/11 Rate
Miscellaneous	£	£
Skin Piercing, Including Tatoeing, Acupuncture, Electrolysis and Ear Piercing		
One-off Registration fees:		
Premises	113.82	136.40
Person	109.18	130.40
Preparation of Report for Accident Investigation	52.16	62.20
Production of Housing specialist report	52.16	62.20
Voluntary Surrender Certificate	79.31	94.50
Water Sampling	Cost Recovery	Cost Recovery
Food		
Food Export Certificate	72.10	47.80
Food Hygiene Course Lecturing	69.53	58.75
Food Premises Register		
Full	751.90	900.00
Single Entry	14.42	18.00
Pest Control		
Rats, Mice, Bedbugs, Cockroaches	25.00	1st visit Free, then 50.00

Concession	free	1st visit Free, then 50% of above
Ants and fleas	45.00	50.00
Concession	22.50	50% of above
Wasps	45.00	45.00
Concession	free	50% of above
Dog Control		
Veterinary Fee	Cost Recovery	Cost Recovery
Direct return to owner where dogs are chipped / tagged		25.00
Owner collects from kennels	35.00	50.00
Kennelling (per night)	8.00	10.00
Warden collects dog from kennels and returns to owner		100.00
Kennelling (per night)		10.00
Licences - Animals		
Riding Establishments		
Full Licence	230.72	235.00
Provisional Licence	25% of full	25% of full
Dangerous Wild Animals	450.11	538.00
Pet Shops	177.16	215.50
Dog Breeders	169.95	203.50
Animal Boarding Establishments	206.00	245.00
Zoos		
Grant / New	689.07	955.00
Renewal	509.85	597.00
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		

Licence Fee (12 months or less)		
Private Hire		240.00
Hackney Carriage		290.00
Replacement Plate		25.00
Variation/withdrawal/application Administration fee		25.00
Private Hire Vehicle and Taxi Driver Licence		
New or Renewal Combined 1 year Drivers Licence		90.00
3 year Drivers Licence		170.00
Driver Knowledge Test		25.50
Replacement Badge		19.50
CRB check		36.00
CRB check administration fee		15.00
Variation/withdrawal/application Administration fee		25.00
Private Hire Operators Licence		
New Private Hire Operators Licence		195.50
Renewal Private Hire Operators Licence		72.00
Variation/withdrawal/application Administration fee		25.00
Transfer of Ownership of Vehicles		
Where the ownership of a vehicle already licenced by Central Bedfordshire Council is transferred to another person the following fees will be due by the new owner upon receipt of a successful application		
Where the vehicle licence is transferred and is to remain in force until its expiry date		110.00
South Bedfordshire Zone		
Hackney Carriage		
Vehicle Licence	266.00	Harmonised as above
Replacement Vehicle Testing Fee	80.00	Harmonised as above

Cancellation of test Without Due Notice, Reappointment Fee	60.00	Harmonised as above
Substantial Re-test following failure for major defects	80.00	Harmonised as above
Test following suspension of Vehicle Licence	80.00	Harmonised as above
Replacement Plate	30.00	Harmonised as above
		Harmonised as above
Private Hire Vehicle		
Vehicle Licence	266.00	Harmonised as above
Plate Deposit (refundable on surrender of plate)	60.00	Harmonised as above
Replacement vehicle Testing Fee	80.00	Harmonised as above
Cancellation of Test without due notice, reappointment fee	60.00	Harmonised as above
Substantial Re-test following failure for major defects	80.00	Harmonised as above
Test following suspension of Vehicle Licence	80.00	Harmonised as above
Replacement Plate	30.00	Harmonised as above
Dual Hackney Carriage and Private Hire Drivers Licence		
Annual Fee	82.00	Harmonised as above
Three Year Licence	158.00	Harmonised as above
Replacement Badge	12.00	Harmonised as above
Private Hire Operators Licence		
Charge per vehicle	164.00	Harmonised as above
Horse drawn Carriage	208.00	Harmonised as above
Licensing of Hackney Cabs & Private Hire Vehicles		
Mid Bedfordshire Zone		
Operators		
Grant of Private Hire Operators Licence (1 year)	193.90	Harmonised as above
Renewal of Private Hire Operators Licence	66.70	Harmonised as above
Administration Fee for Application withdrawal variation	17.80	Harmonised as above

Licensing of Hackney Cabs & Private Hire Vehicles		
Drivers		
Grant of Private Hire Drivers / Hackney Carriages Drivers Licence	53.50	Harmonised as above
Knowledge Test	19.80	Harmonised as above
Application Deposit Fee	10.00	Harmonised as above
DVLA Enquiry	6.75	Harmonised as above
Criminal Records Bureau Enquiry	42.25	Harmonised as above
Private Hire / Hackney Carriage Drivers Badge, issue, renewal, replacement	8.00	Harmonised as above
Deposit on New Drivers Badge	10.00	Harmonised as above
Renewal of Hackney Carriage / Private Hire Drivers Licence	34.40	Harmonised as above
Application Withdrawal Administration Licence Variation Fees	17.80	Harmonised as above
Vehicle		
Grant of Private Hire / Hackney Carriage Vehicle Licence (1 year)	148.00	Harmonised as above
Issue of Private Hire / Hackney Carriage Vehicle Licence Plate	12.00	Harmonised as above
New Plate (Deposit)	25.00	Harmonised as above
Fixing Bracket for Vehicle Licence plate	11.00	Harmonised as above
Issue of Private Hire / Hackney Carriage Vehicle Windscreen Badge	14.00	Harmonised as above
Issue of Windscreen Badge Holders	2.00	Harmonised as above
Renewal of Vehicle Licence (1 Year)	110.00	Harmonised as above
Replacement of Plate	12.00	Harmonised as above
Stretch Limousine		
Grant of Licence	148.00	Harmonised as above
Licence Plate	12.00	Harmonised as above
Plate Deposit	25.00	Harmonised as above
Windscreen Badge x 2	27.00	Harmonised as above
Windscreen Pouch x 2	4.00	Harmonised as above
Renewal of Licence	110.00	Harmonised as above
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	450.00	538.00
	Vary a Premises Licence	450.00	538.00
	Transfer a Premises Licence	115.00	137.50
	Re-instatement of a Premises Licence	205.00	245.00
	Provisional Statement	450.00	538.00
	Premises Licence with a Provisional Statement	80.00	96.00
	Copy of Licence	Statutory Fee	Statutory Fee
	Notification of Change of Address	25.00	30.00
	Annual Premises Licence Fee	205.00	245.00
Amusements with prizes (£10+)		Statutory Fee	Statutory Fee
Amusements with prizes - Statutory		Statutory Fee	Statutory Fee
Sex Shop			
	Grant	2861.86	2415.00
	Renewal	1816.41	1621.50
	Transfer or Variation	1411.10/2221.71	1621.50
Motor Salvage Operator (3 Years)		70.00	83.75
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.	68.00	81.50
Concessionary Fares		
Replacement concessionary travel permits	5.00	5.00
Community Safety - Fixed Penalty Notices	Maximum / Discounted	Maximum / Discounted
Nuisance Parking - Cars for Sale and Repair	99 / 60	100 / 60
Abandoning a Vehicle	199 / 140	200 / 140
Litter	79 / 50	80 / 50
Street litter control notices and litter clearing notices	99 / 60	100 / 60
Unauthorised distribution of free literature	80 / 50	80 / 50
Graffiti and Fly Posting	80 / 50	80 / 50
Failure to produce authority (Waste Transfer Notes)	300 / 200	300 / 200
Failure to produce documentation (Waste Carrier Licence)	300 / 200	300 / 200
Offence in relation to Waste Receptacles	99 / 60	100 / 60
Offences under Dog Control Orders	79 / 50	80 / 50
Failure to nominate keyholder and inform Local Authority	79 / 50	80 / 50
Noise from licences premises under Noise Act 1996	Not adopted	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	71 or 50	70 or 50

	Discounted Rate	36 or 25 if paid within 14 days	35 or 25 if paid within 14 days
	Enhanced Rate	76 or 105 if unpaid after 2 months	75 or 105 if unpaid after 2 months
	Court / Bailiff Rate	81 or 110 plus costs (over 3 months)	80 or 110 plus costs (over 3 months)
Planning Service			
High Hedges			
High Hedges Legislation - Administer a complaint brought under Part 8 of Anti-Social behaviour Act 2003		385.00	458.25
Concession for applicants on means tested benefit		150.00	50% reduction
Street Naming			
Existing Property - House Name Change		54.5	55.00
New Property - Naming / Numbering			
	1-5 Plots	120.00	143.35
	6-25 Plots	216.00	258.50
	26-75 Plots	540.00	646.25
	76+ Plots	755.50	904.75
Additional Charge where this includes naming a building (e.g. block of flats)		162.00	193.87
Existing Street - Rename		208.50	250.27
Existing Street - Rename - additional charge per property		38.00	45.47
New Street - Additional charge to house numbering where this includes naming of a street		162.00	193.87
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	125.00	127.25	
Photocopies - <div style="text-align: right;"> Planning Decisions Building Regulations Decisions Section 106 Agreement </div> Up to 50 sheets (A4) Over 50 sheets (A4)	1.00 10p per sheet	0.00 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 <div style="text-align: right;"> Decision Letter Inspector Reports </div> Up to 50 sheets (A4) Over 50 sheets (A4)	1.00 10p per sheet	0.00 10p per sheet	
Tree Preservation Orders	As A4 sheets + Plan Fee at cost	As A4 sheets + Plan Fee at cost	
Completion Certificates <div style="text-align: right;"> if not previously issued duplicate certificate </div>	Free 18.00	Free 19.25	
Letter of confirmation of satisfactory completion of works (Building Regs)	18.00	19.25	
Sale of Plans			
		10p per sheet (Free up to 50)	10p per sheet (Free up to 50)
	A4	5.00	6.60
	A3	6.50	8.60
	A2	8.40	10.70
	A1	10.50	13.50
A0	13.25		
Photocopies of other documents <div style="text-align: right;"> 1st 50 A4 copies </div>	Free	Free	

	each	10p per sheet	10p per sheet
Planning Service			
Drainage Certificates		25.00	delete
Letter of Comfort		120.00	delete
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)		620.00	630.00
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		38.00	45.00
Concession		1 free per year	50% reduction on above
Cement Bound Asbestos			
<i>To collect cement-bound asbestos from domestic premises:</i>			
up to 8 sheets or equivalent		160.00	TBA
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)		£7 per sheet	TBA
Persons in receipt of means tested benefit		full cost	50% of above
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		15.00	25.00
Fridges & Freezers			
To collect fridges and Freezers from domestic premises		26.00	1 free, subsequently 35.25
Persons in receipt of means tested benefit		1 free per year	1 Free, subsequently 50% of above
Department for Planning & Control			
Highway Enquiry & Search Letters : per enquiry		32.57	39.36
Minerals Letters: per enquiry		32.57	39.36
DSC Reports			
	Initial Search	30.90	37.01
	Per Application	0.05	0.05
GIS Maps			
	A4	2.85	3.47
	A3	5.67	6.70
	A2	11.31	13.51
	A1	14.16	17.04
	A0	37.08	44.18
Scanner			
	Internal Annual Fee: unlimited use	329.60	394.80
	One-off: per copy	26.78	32.31
	External: Unlimited use	329.60	394.80
	External: per copy	26.78	32.31
Commons Searches (CR21)		14.42	16.74
Photocopying Charges			
	A4 per copy	0.10	0.11
	A3 per copy	0.21	0.23
Mineral & Landfill Monitoring Fees - Current Site			
	Current Site	297.00	354.85

Dormant Site	100.00	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	75.00	89.89
2 Hours	120.00	143.35
3 Hours	160.00	191.52
4 Hours	200.00	239.70
5 Hours	240.00	286.70
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)	50.00	59.92
Yellow Coach Hire - Sunday. (Charge per hour minimum of 2 hours + 40p per mile)	60.00	71.67
School Transport		
Concessions & Post 16 bus pass		
per term	112.27	133.95
half term	56.14	66.97
year	303.85	364.25
Replacement Bus Pass	12.36	5.00
Heritage		
Trees	Cost Price	Cost Price
Use of Historic Environmental Records (HER). Per hour	36.05	43.00
Photocopying	0.10	0.10
Highways Maintenance Services		
Highways		

Provision of written information enquiries		Cost	No charge
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		5.36	6.46
Highway Design Guide		Free	Free
TRADING STANDARDS			
Annual Membership Fee		142.16	170.00
Renewal Fee for Existing Member		107.15	128.00
UKTC Membership Fee		118.82	142.50
UKTC Renewal Fee		118.82	142.50
Trading Standards Approved Stickers			
	per 100	9.55	12.00
	per 500	13.79	16.75
	per 1000	19.10	22.75
Consumer Guide Leaflet			
	per 100	23.34	27.50
	per 500	57.29	68.25
	per 1000	115.64	138.75
Trading Standards Approved Plaque		28.64	34.75
Replacement/Additional Membership Certificate		9.55	12.00
WEIGHTS AND MEASURES ACT 1985			
I - Hire of Weights			
Charge per weight per week or part thereof		4.7	5.60
J - Duplicate Petroleum Licence		20.87	25.00
K - Performing Animals			

Performing Animals (per licence)	24.93	30.00
L - Milton Keynes Scales *		
Pass (per item)	9.93	10.00
Fail (per item)	4.78	5.00
<p>* 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.</p>		

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

Colour Key:			2009/10 Rate	2010/11 Rate
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			2009/10 Rate	2010/11 Rate
			£	£
OUTDOOR CENTRES - Fees jointly agreed with Beds Borough under a Service Level Agreement				
Kempston Outdoor Centre				
	Half day		13.39	TBA
	Full Day		20.29	TBA
Mobile Climbing Tower School & Community Use				
	Half day		190.55	TBA
	Full Day		309.00	TBA
Blue Peris Mountain Centre				
40 Students				
	Autumn		278.10	TBA
	Winter		248.23	TBA
	Spring		278.10	TBA
	Summer Peak period		319.30	TBA
	Summer (excl peak)		303.85	TBA
Less than 40 Students				
	Autumn		307.97	TBA
	Winter		273.98	TBA
	Spring		307.97	TBA
	Summer (excl peak)		307.97	TBA

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	10.93
	Community	9.55
Outside opening hours		
	Commercial	31.85
	Community	22.30
ii) Other Libraries - Hourly charge		
Within opening hours		
	Commercial	12.75
	Community	6.40
Outside opening hours		

	Commercial	25.50	24.25
	Community	19.15	18.50
<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	0.60	1.50
	Concessions & children's Videos	0.30	0.75
	Registered blind, partially sighted and hearing impaired people, people with dyslexia, people with dyspraxia	free	Free
DVD's - per week			
	Standard rate	2.70	2.20
	Concessions and children's DVDs	1.35	1.10
	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	0.21	0.22
	Maximum (after 5 weeks)	6.30	6.60
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		6.89	6.90
Cassettes		8.68	8.70
CDs		17.24	17.20
Adult Spoken Word CD's		17.23	17.20
Adult Spoken Word Cassettes Double or single		8.94	8.90
Each additional cassette		4.54	4.55
Children's Spoken Word Cassettes		4.54	4.55
Children's Spoken Word CD's (per CD)			10.40
Adult Videos		11.15	11.20
Children's Videos		8.54	8.50
Adult DVDs		19.34	19.40
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			

5 - British Library Lost Book Charge		
(50% remission if subsequently returned)	Actual	Actual + 3.00 admin fee
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+	11.01	11.00
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)		0.68	0.75
Receiving faxes from premium rate lines			
	standard charge	2.65	3.00
	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	22.45	27.00
	A4	13.25	16.45

	A5	7.75	10.00
	Postcard size	3.25	4.70
ARCHIVES (Fees jointly agreed with Beds Borough under a Service Level Agreement)			
Photocopying			
Minimum charge for copies ordered by post (including postage and packaging)- UK AND Overseas (per copy)		5.15	TBA
Straightforward copying e.g. searchroom library items (per copy)		0.52	TBA
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	TBA
Discounts per copy (A4 or A3)			
Students in full-time education (must be present)		half rate	TBA
Bulk e.g. succession of pages from archive		half rate	TBA
Colour photocopying			
A4		2.06	TBA
A3		2.06	TBA
Discount, students in full-time education		half rate	
Plan printing per copy (A2 to A0) done off-site			
- first		10.30	TBA
- subsequent (at same time)		10.30	TBA
Photography			
Digital Images			
Minimum charge per A4 or A3 size copy (per 15/20 mins)		7.21	TBA
Additional manipulation i.e. cropping, colour correction and some image sharpening		26.78	TBA

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		
Research fees		
General research work (e.g. family history) and transcription, charge per hour (exclusive of copying charges - per hour)	26.78	TBA
30 Minutes Research	15.45	TBA
Specialist research for business or professional purposes (per hour)	77.25	TBA
Internal charge to BCC (per hour)	51.50	TBA
Certificates and Certified Copies (for verified entries not involving a search)		
Baptism certificate	Statutory Fee	Statutory Fee
Marriage certificate	Statutory Fee	Statutory Fee
General certification of documents (non-statutory)	10.30	TBA
Group visits to the archives office (evenings or daytime) involving special arrangements.		
Talks by staff, stackroom tours, documents out in advance. (minimum)	51.50	TBA
Charge for lectures (exclusive of travelling costs for lectures outside 25 mile radius) (minimum)	51.50	TBA
Reproduction Fees		
Use of Premises and/or documents for commercial photography		
Still photography (per 7 hour day):	288.40	TBA
Filming (per 7 hour day):	576.80	TBA
Hourly charge pro rata: minimum charge - 2hrs		
English Language or Single Language Rights		
UK Rights	51.50	TBA
World Rights	103.00	TBA

Educational or Academic Use		
UK Rights	41.20	TBA
World Rights	82.40	TBA
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	TBA
World Rights	123.60	TBA
Advertising, Photo décor (murals, wall displays, etc)		
£50 per image up to 2sq.m. larger images pro rata		
UK Rights	51.50	TBA
World Rights	103.00	TBA
Television: First Flash		
UK Rights	51.50	TBA
World Rights	103.00	TBA
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		
Lesson Setting (Per Term)		
Lower Schools - Group and Individual	70.00	TBA
Middle, Upper and Community		
	Group	70.00
		TBA

	Individual 20 mins	105.00	TBA
Middle and Upper			
	Individual 60 mins	314.00	TBA
Out of County and non-LEA schools			
	Group	76.00	TBA
	Individual 20 mins	115.00	TBA
	Individual 30 mins	172.00	TBA
RIGHTS OF WAY			
Public documents			
Viewing any documents			
	per Copy A4	2.06	2.47
	per copy A3	4.12	4.94
	per copy: 60 x 80 cm	10.30	12.10
Definitive Statement		0.52	0.65
Confirmed orders		3.09	3.64
Policy statements – OAIP, Business Plan, etc		10.30	12.10
Documents/requests relating to statutory procedures			
Completed user evidence forms		0.52	0.65
Witness interview write-ups		0.52	0.65
Statutory declarations by Council officers (per hour)		30.90	36.43
Certified true copy of Definitive Statement		0.52	0.65
Certified true copy of Definitive Map			
per copy A4		5.15	6.11
per copy A3		10.30	12.10
per copy 60x80cm		20.60	24.68
Copies of pieces of evidence relating to current (i.e. unconfirmed) modification orders		0.52	0.65

Documents not originating from the Council				
Inspectors' decision letters			4.12	4.82
Other				
One-off Definitive Map searches / enquiries for planning / development etc.			37.52	44.65
Produce plan			30.90	36.43
Administration associated with processing public path orders			32.71	38.78
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	189.37	189.00	
	1730 - 2300	248.85	249.00	
	0930 - 2300	432.81	433.00	
Wed/ Thursday				
	0930 - 1630	189.37	189.00	
	1730 - 2300	319.15	319.00	
	0930 - 2300	497.75	498.00	
Fri/ Saturday				
	0930 -1630	189.37	189.00	
	1730 - 2300	373.32	373.00	
	09.30 - 2300	562.69	563.00	
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	340.83	341.00
	1730 - 2300	367.92	368.00
	0930 - 2300	703.34	703.00
Wed/ Thursday			
	0930 - 1630	340.83	341.00
	1730 - 2300	432.81	433.00
	0930 - 2300	768.28	768.00
Fri/ Saturday			
	0930 -1630	340.83	341.00
	1730 - 2300	492.34	492.00
	09.30 - 2300	833.22	833.00
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	18.90	19.00
	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	12.98	10.00
Theatre	09.30 - 23.00		26.00
	09.30-17.30		25.00
	18.00-23.00	25.96	27.00
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	313.79	314.00
	1730 - 2300	373.32	373.00
	0930 - 2300	497.75	498.00
Wed/ Thursday	0930 - 1630	313.79	314.00
	1730 - 2300	373.32	373.00
	0930 - 2300	562.69	563.00
Fri/ Saturday	0930 -1630	313.79	314.00
	1730 - 2300	432.81	433.00
	09.30 - 2300	622.17	622.00
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	465.30	465.00
1730 - 2300	492.34	492.00
0930 - 2300	768.28	768.00
Wed/ Thursday		
0930 - 1630	465.30	465.00
1730 - 2300	492.34	492.00
0930 - 2300	833.22	833.00
Fri/ Saturday		
0930 -1630	465.30	465.00
1730 - 2300	551.87	552.00
09.30 - 2300	892.70	893.00
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	25.96	26.00
	09.30-17.30		14.00
	18.00-23.00		16.00
Meeting Room	09.30 - 23.00	18.90	19.00
	09.30-17.30		10.00
	18.00-23.00		12.00
Theatre	09.30 - 23.00	37.85	38.00
	09.30-17.30		30.00
	18.00-23.00		40.00