

# Appendix A3

## 2015/16 Fees & Charges – Community Services - New Charges with effect from 1st January 2015

Note: Fees & Charges highlighted are statutory charges and the rate is set nationally.

Fees/Charges	2014/15 Rate	2015/16 Rate
<b>Directorate - Community Services</b>	£	£
<b>VAT not applicable unless stated</b>		
<b>Public Protection</b>		
<b>Licences - Animals</b>		
Riding Establishments		
Full Licence		
1-5 Horses	123.00	123.00
6-12 Horses	184.00	184.00
13+ Horses	255.00	255.00
Provisional Licence	25% of relevant full fee	25% of relevant full fee
Dangerous Wild Animals	194.00	194.00
Renewal of Dangerous Wild Animals	82.00	82.00
Pet Shops	195.00	195.00
Animal Breeders	180.00	180.00
Animal Boarding Establishments	180.00	180.00
Animal Home Boarding	123.00	123.00
Animal Boarding and Breeding	230.00	230.00
Zoos	50.00 Plus costs calculated on basis of officer	50.00 Plus costs calculated on basis of officer
Grant / New	hourly rate for each hour spent	hourly rate for each hour spent
Renewal	hourly rate for each hour spent	hourly rate for each hour spent
Performing Animals (per licence)	34.00	34.00
<b>Hackney Cabs and Private Hire Vehicles</b>		
<b>Licence Fee (12 months or less)</b>		
Private Hire - New	250.00	250.00
Private Hire - Renew	170.00	170.00
Hackney Carriage - New	300.00	300.00
Hackney Carriage - Renew	230.00	230.00
Replacement Plate	26.00	26.00
Temporary Replacement Vehicle (3 Month Licence)	95.00	95.00
Variation / withdrawal / application administration fee	26.00	26.00
<b>Private Hire Vehicle and Hackney Cab Driver Licence</b>		
New or renewal combined 3 year driver's licence	155.00	155.00
New or renewal combined 1 year driver's licence	95.00	95.00
Driver Knowledge Test	26.00	26.00
Replacement badge	21.00	22.05
DBS enhanced check	44.00	44.00
Disclosure and Barring Scheme	15.00 admin fee	15.00 admin fee
DVLA enquiry fee	7.00	7.00
Variation / withdrawal / application administration fee	26.00	26.00
<b>Private Hire Operators Licence</b>		
New Private Hire Operators Licence	200.00	200.00
Renewal Private Hire Operators Licence	75.00	75.00
Hackney cab and private hire vehicle licence - pre- application advice		
Per hour	26.00	26.00

<b>Fees/Charges</b>	<b>2014/15 Rate</b>	<b>2015/16 Rate</b>
<b>Directorate - Community Services</b>	<b>£</b>	<b>£</b>
<b>VAT not applicable unless stated</b>		
<b>Transfer of Ownership of Vehicles</b>		
Where the ownership of a vehicle already licensed 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	<b>115.00</b>	<b>115.00</b>
Where the vehicle licence is transferred and is to remain in force until its expiry date	<b>115.00</b>	<b>115.00</b>
<b>Petroleum Licence Fees</b>		
<b>Up to 2,499 litres</b>		
1 year	<b>42.00</b>	<b>42.00</b>
3 years	<b>126.00</b>	<b>126.00</b>
<b>2,500 up to 50,000 litres</b>		
1 year	<b>58.00</b>	<b>58.00</b>
2 years		
3 years	<b>174.00</b>	<b>174.00</b>
<b>Over 50,000 litres</b>		
1 year	<b>120.00</b>	<b>120.00</b>
2 years		
3 years	<b>360.00</b>	<b>360.00</b>
Transfer of Petroleum Licence	<b>8.00</b>	<b>8.00</b>
<b>Other Licensing</b>		
Skin Piercing, including Tattooing, Acupuncture, Electrolysis and Ear Piercing		
One-off registration fees:		
Premises	<b>155.00</b>	<b>155.00</b>
Person	<b>146.00</b>	<b>146.00</b>
Person(if member of accredited body)	<b>46.00</b>	<b>46.00</b>
<b>Lottery Certificate</b>		
Grant (statutory fee / charge)	<b>40.00</b>	<b>40.00</b>
Renewal (statutory fee / charge)	<b>20.00</b>	<b>20.00</b>
<b>Gambling Act 2005 Premises Licence Fees:</b>		
New Premises Licence	<b>615.00</b>	<b>615.00</b>
Vary a Premises Licence	<b>615.00</b>	<b>615.00</b>
Transfer a Premises Licence	<b>158.00</b>	<b>158.00</b>
Re-instatement of a Premises Licence	<b>280.00</b>	<b>280.00</b>
Provisional Statement	<b>615.00</b>	<b>615.00</b>
Premises Licence with a Provisional Statement	<b>110.00</b>	<b>110.00</b>
Copy of Licence	<b>21.00</b>	<b>21.00</b>
Notification of Change of Address	<b>34.00</b>	<b>34.00</b>
Annual Premises Licence Fee	<b>280.00</b>	<b>280.00</b>
<b>Sex Shop/Cinema</b>		
Grant	<b>610.00</b>	<b>610.00</b>
Renewal	<b>425.00</b>	<b>425.00</b>
Transfer or Variation	<b>425.00</b>	<b>425.00</b>
<b>Sexual Entertainment Venues</b>		
Grant	<b>1,430.00</b>	<b>1,430.00</b>
Renewal	<b>1,025.00</b>	<b>1,025.00</b>
Transfer or Variation	<b>1,025.00</b>	<b>1,025.00</b>
<b>Poisons Act 1972:</b>		
New entry or change of name on list	<b>35.00</b>	<b>35.00</b>
Subsequent renewal of name on list	<b>19.00</b>	<b>19.00</b>
Alteration to premises (where listed person is entitled to sell)	<b>10.00</b>	<b>10.00</b>

<b>Fees/Charges</b>	<b>2014/15 Rate</b>	<b>2015/16 Rate</b>
<b>Directorate - Community Services</b>	<b>£</b>	<b>£</b>
<b>VAT not applicable unless stated</b>		
<b>Explosives Manufacture and Storage of Explosives Regulations 2005</b>		
<b>Storage:</b>		
New - one year licence	178.00	178.00
New - two year licence	234.00	234.00
Renew - one year licence	83.00	83.00
Renew - two year licence	141.00	141.00
<b>Registration:</b>		
New - one year licence	105.00	105.00
New - two year licence	136.00	136.00
Renew - one year licence	52.00	52.00
Renew - two year licence	83.00	83.00
Variations/Replacements/Transfers	35.00	35.00
<b>Fireworks Act 2003-Fireworks Regulations 2004 (licence for all year sale)</b>	<b>500.00</b>	<b>500.00</b>
<b>Contaminated Land</b>		
<b>Contaminated Land Enquiries</b>		
To provide additional information to solicitors, developers etc.	93.00	93.00
<b>Food</b>		
Food Export Certificate	55.00	55.00
Food Hygiene Course Lecturing	67.00	67.00
Food Premises Register		
Full	1,030.00	1,030.00
Single Entry	20.00	20.00
Primary Authority status		
<b>Other - Public Protection</b>		
<b>Water Sampling</b>	<b>Cost Recovery</b>	<b>Cost Recovery</b>
Voluntary Surrender Certificate	108.00	108.00
Preparation of report for accident investigation	72.00	72.00
Street Trading - annual	400.00	400.00
Street Trading - One off event	90.00	90.00
<b>Trading Standards</b>		
Annual Membership Fee	189.30	189.30
Renewal Fee for Existing Member	142.50	142.50
United Kingdom Trade Confederation Membership Fee	159.20	159.20
United Kingdom Trade Confederation Renewal Fee	159.20	159.20
Trading Standards Approved Stickers		
per 100	13.90	13.90
per 500	19.00	19.00
per 1000	25.50	25.50
Consumer Guide Leaflet		
per 100	30.50	30.50
per 500	77.50	77.50
per 1000	158.50	158.50
Trading Standards Approved Plaque	39.50	39.50
Replacement/Additional Membership Certificate	13.90	13.90

<b>Fees/Charges</b>	<b>2014/15 Rate</b>	<b>2015/16 Rate</b>
<b>Directorate - Community Services</b>	<b>£</b>	<b>£</b>
<b>VAT not applicable unless stated</b>		
<b>Licensing Act 2003</b>		
Temporary Event Notices - new application	21.00	21.00
Premises Licences/club certificates - new application/variation fee:		
Rateable value band A - new application/variation fee	100.00	100.00
Rateable value band A - renewal fee	70.00	70.00
Rateable value band B - new application/variation fee	190.00	190.00
Rateable value band B - renewal fee	180.00	180.00
Rateable value band C - new application/variation fee	315.00	315.00
Rateable value Band C - renewal fee	295.00	295.00
Rateable value Band D - new application/variation fee	450.00	450.00
Rateable value Band D - renewal fee	320.00	320.00
Rateable value Band E - new application/variation fee	635.00	635.00
Rateable value Band E - renewal fee	350.00	350.00
In addition, a multiplier will be applied to town and city centre pubs (those in bands D and E) where they are exclusively or primarily in the business of selling alcohol:		
Rateable value Band D (x2) - town centre pub application fee	900.00	900.00
Rateable value Band D (x2) - town centre pub annual charge	640.00	640.00
Rateable value Band E (x3) - town centre pub application fee	1,905.00	1,905.00
Rateable value Band E (x3) - town centre pub annual charge	1,050.00	1,050.00
Minor Variation to Premises Licence	89.00	89.00
Transfer responsibility from DPS to management committee (where the premises already has a DPS)	23.00	23.00
Transfer of DPS on new applications or variations to add alcohol sales	<b>Full/new variation fee</b>	<b>Full/new variation fee</b>
Personal Licence New/Renewal	37.00	37.00
Personal Licence Change Name/address	10.50	10.50
<b>New from October 2013</b>		
<b>Scrap Metal Dealers Licence</b>		
Collectors Licence (3 years)	455.00	455.00
Site Licence (3 years)	530.00	530.00
<b>Community Safety</b>		
<b>Community Safety - Fixed Penalty Notices - charging the maximum allowed by law</b>	<b>Maximum / Discounted</b>	<b>Maximum / Discounted</b>
Nuisance parking - cars for sale and repair	100 / 60	100 / 60
Abandoning a vehicle	200 / 140	200 / 140
Litter	80 / 50	80 / 50
Street litter control notices and litter clearing notices	100 / 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 possess a Waste Carriers Licence	300 / 200	300 / 200
Offence in relation to waste receptacles	100 / 60	100 / 60
Offences under Dog Control Orders	80 / 50	80 / 50
Failure to nominate key holder and inform Local Authority	80 / 50	80 / 50
Noise from licensed premises under Noise Act 1996	<b>Not adopted</b>	<b>Not adopted</b>
Allowing a dog to foul under Dog Fouling of Land Act 1979/Environmental Protection Act 1990	50.00 / no discount	50.00 / no discount

<b>Fees/Charges</b>	<b>2014/15 Rate</b>	<b>2015/16 Rate</b>
<b>Directorate - Community Services</b>	<b>£</b>	<b>£</b>
<b>VAT not applicable unless stated</b>		
<b>Pest Control</b>		
Rats (charge for each infestation treated in a twelve month period)	<b>60.00</b>	<b>60.00</b>
Rats Concession	<b>30.00</b>	<b>30.00</b>
Mice (charge for each infestation treated in a twelve month period)	<b>60.00</b>	<b>60.00</b>
Mice Concession	<b>30.00</b>	<b>30.00</b>
Bed Bugs (charge for each infestation treated in a twelve month period)	<b>60.00</b>	<b>60.00</b>
Bedbugs Concession	<b>30.00</b>	<b>30.00</b>
Cockroaches (charge for each infestation treated in a twelve month period)	<b>60.00</b>	<b>60.00</b>
Cockroach Concession	<b>30.00</b>	<b>30.00</b>
Wasps	<b>68.00</b>	<b>68.00</b>
Wasps (Concession)	<b>34.00</b>	<b>34.00</b>
Ants	<b>68.00</b>	<b>68.00</b>
Ant (Concession)	<b>34.00</b>	<b>34.00</b>
Fleas	<b>68.00</b>	<b>68.00</b>
Flea (Concession)	<b>34.00</b>	<b>34.00</b>
<b>Dog Control</b>		
Veterinary fee	<b>Cost Recovery</b>	<b>Cost Recovery</b>
Direct return to owner where dogs are chipped / tagged	<b>28.00</b>	<b>28.50</b>
Owner collects from kennels	<b>56.00</b>	<b>57.00</b>
Kennelling (per night)	<b>11.00</b>	<b>11.20</b>
Warden collects dog from kennels and returns to owner	<b>112.00</b>	<b>114.00</b>
Kennelling (per night)	<b>11.00</b>	<b>11.20</b>
<b>Waste - other charges</b>		
<b>VAT included at current standard rate</b>		
<b>Bulky Waste</b>		
To collect bulky waste from domestic premises (per load or part thereof)	<b>50.00</b>	<b>51.00</b>
Concession	<b>25.00</b>	<b>25.50</b>
<b>Fridges &amp; Freezers</b>		
To collect fridges and freezers from domestic premises	<b>40.00</b>	<b>41.00</b>
Concession	<b>20.00</b>	<b>20.50</b>
<b>Cement Bound Asbestos</b>		
To collect cement-bound asbestos from domestic premises:	<b>Assessed on individual case basis - contact the Service</b>	<b>Assessed on individual case basis - contact the Service</b>
Persons in receipt of means tested benefit	<b>Assessed on individual case basis - contact the Service</b>	<b>Assessed on individual case basis - contact the Service</b>
<b>VAT not applicable unless stated</b>		
<b>Abandoned / End-of-life Vehicles</b>		
To collect and dispose of end-of-life vehicle or abandoned vehicles from non-domestic premises		
To collect and dispose of end-of-life vehicles	<b>Free</b>	<b>Free</b>
To collect and dispose of end-of-life caravans	<b>170.00</b>	<b>173.00</b>

Fees/Charges	2014/15 Rate	2015/16 Rate
Directorate - Community Services	£	£
<b>Off Street Car Parking Charges</b>		
<b>VAT applicable included at current standard rate</b>		
<b>Dunstable</b>		
West Street (2hr time limit)	Free	Free
Westfield Road (3 hr time limit)	Free	Free
<b>Houghton Regis</b>		
Bedford Square (3 hr time limit)	Free	Free
Tithe Farm Road (3 hr time limit)	Free	Free
<b>Leighton Buzzard</b>		
Baker Street (2 hr time limit)	Free	Free
<b>Linslade</b>		
New Road (2 hr time limit)	Free	Free
<b>Off Street Car Parking Charges Aston Square, St Mary's Gate, Eleanor's Cross</b>		
2 Hour	0.50	0.50
3 Hour	1.50	1.50
5 Hour	3.50	3.50
All Day	6.00	6.00
<b>VAT not applicable unless stated</b>		
<b>Off Street Parking Charges - Flitwick</b>		
Monday to Friday (per day)	5.00	5.00
Saturday and Sunday (per day)	1.00	1.00
Weekly Ticket	25.00	25.00
<b>Off Street Parking Charges - all other</b>		
1 Hour	0.50	0.50
2 Hour	1.00	1.00
3 Hour	1.50	1.50
5 Hour	3.50	3.50
All Day	6.00	6.00
<b>Other parking charges</b>		
Excess Overnight Charge for parking in multi storey car park	12.00	12.00
Overnight parking (before 6.00am and after 8.00pm) - off street	Free	Free
Sunday parking	Free	Free
Lost car park token	6.00	6.00
<b>Penalty Charge Notices</b>		
<b>Charges set by government as national standard and cannot be changed without the direction of the government (VAT N/A)</b>		
Standard Rate	70.00 (high level) 50.00 (low level)	70.00 (high level) 50.00 (low level)
Discounted Rate- if paid within 14 days	35.00 (high level) 25.00 (low level)	35.00 (high level) 25.00 (low level)
Charge Certificate stage	105.00 (high level) 75.00 (low level)	105.00 (high level) 75.00 (low level)
Court and Bailiff Stage	112.00 (high level) plus costs 82.00 (low level) plus costs	112.00 (high level) plus costs 82.00 (low level) plus costs
<b>Permits</b>		
Resident Permit per annum	10.00	10.00
Resident Permit: Incremental increased fee - 2nd vehicle	70.00	70.00
Resident Permit: Incremental increased fee -3rd and subsequent vehicle	90.00	90.00
Commercial Permit (for town centre businesses) (for use in CBC car parks)		
12 months	386.00	386.00
Employee (for town centre workers) (for use in CBC car parks)		
12 months	386.00	386.00
3 months	129.00	129.00
1 month	52.00	52.00
Market Trader Allocated Parking Bay - per pitch per market day		
12 months	64.00	64.00
1 day	3.50	3.50
General Public Permit (for use in CBC car parks) - 1 week		
	12.80	12.80
Dispensation - per day	5.00	5.00
Dispensation: per week	20.00	20.00
Visiting Carers Permit	Free	Free
Book 25 visitor's day tickets	30.00	30.00
Disabled badge holders		
	Free in designated bays only	Free in designated bays only

<b>Fees/Charges</b>	<b>2014/15 Rate</b>	<b>2015/16 Rate</b>
<b>Directorate - Community Services</b>	<b>£</b>	<b>£</b>
<b>VAT not applicable unless stated</b>		
<b>Highway Licences</b>		
Deposit for scaffolding on or over highway	No charge	No charge
Deposit for hoarding/fences on highway	No charge	No charge
Consent to deposit materials on the highway	36.00	37.00
Oversailing of crane over the highway	108.00	110.00
Permission to place skip on highway	36.00	37.00
Provision of <b>estimate</b> for construction of crossover	110.00 (+ 10% admin fee)	112.00 (+ 10% admin fee)
Construction of crossover	At cost	At cost
Mobile Food Trading		
First application inspection fee	52.50	0.00
Annual fee	525.00	0.00
Provision of H bar road markings	Cost	Cost
Charges for damaged highway assets	Cost	Cost
<b>Concessionary Fares</b>		
Replacement concessionary travel permits	10.50	10.50
Travel Aid Scheme	5.00	10.50
<b>Highways and Transportation</b>		
Temporary Traffic Regulation Orders (including where orders extended by applicant)		
Orders from companies	1,280.00	1,500.00
Orders from individuals	770.00	785.00
Temporary Traffic Regulation Orders for special events	1,280.00	1,500.00
Special Events Orders for charities and local authorities		
	160.00	160.00
Emergency Traffic Regulation Orders either through Highways or Countryside Access Teams		
Orders from companies	645.00	750.00
Orders from individuals	380.00	388.00
Scaffold Licences, excavation of carriageway and hoarding	108.00	110.00
Streetworks Licences	267.00	272.00
Road Opening Permit Fee (non refundable)	97.00	99.00
Road Opening Permits (Refundable Bond) - less £100 inspection fee		
	461.00	470.00
Additional charge for above, over 5m2 (Refundable Bond)	92.00 per m2	94.00 per m2
Additional charge for excavations of footway or verge (Refundable Bond)		
	31.00 per m2	32.00 per m2
Tourist and Temporary Directional Signage - per application (non refundable)	145.00 or cost if higher	148.00 or cost if higher
Temporary Directional Signage (per sign) refundable deposit	62.00	64.00
Developer Directional Signage - per application (non refundable)	145.00 or cost if higher	148.00 or cost if higher
Developer Directional Signage (per sign) refundable deposit	62.00	64.00

<b>Fees/Charges</b>	<b>2014/15 Rate</b>	<b>2015/16 Rate</b>
<b>Directorate - Community Services</b>	<b>£</b>	<b>£</b>
<b>Room Hire Charges - hourly rate</b>		
<b>NB Requests for use of space (other than meeting rooms) will be negotiated by the library service on an individual basis</b>		
<b>Library Meeting Rooms:</b>		
<b>Flitwick Meeting Room:</b>		
Within opening hours		
Commercial	<b>21.50</b>	<b>21.50</b>
Community	<b>10.50</b>	<b>10.50</b>
Outside opening hours		
Commercial	<b>36.50</b>	<b>36.50</b>
Community	<b>25.50</b>	<b>25.50</b>
<b>Flitwick Small Meeting Room:</b>		
Within opening hours:		
Commercial	<b>14.00</b>	<b>14.00</b>
Community	<b>7.00</b>	<b>7.00</b>
Outside opening hours:		
Commercial	<b>29.00</b>	<b>29.00</b>
Community	<b>22.00</b>	<b>22.00</b>
<b>Biggleswade Ivel Room:</b>		
Within opening hours:		
Commercial	<b>14.00</b>	<b>14.00</b>
Community	<b>7.00</b>	<b>7.00</b>
Outside opening hours:		
Commercial	<b>29.00</b>	<b>29.00</b>
Community	<b>22.00</b>	<b>22.00</b>
<b>Leighton Buzzard Learning Room 1 (first floor):</b>		
Within opening hours:		
Commercial	<b>14.00</b>	<b>14.30</b>
Community	<b>7.00</b>	<b>7.20</b>
Outside opening hours:		
Commercial	<b>29.00</b>	<b>30.00</b>
Community	<b>22.00</b>	<b>22.50</b>
<b>Leighton Buzzard Learning Room 2 (first floor):</b>		
Within opening hours:		
Commercial	<b>20.00</b>	<b>20.50</b>
Community	<b>10.00</b>	<b>10.20</b>
Outside opening hours:		
Commercial	<b>35.00</b>	<b>36.00</b>
Community	<b>25.00</b>	<b>25.50</b>
<b>Leighton Buzzard Activities Room:</b>		
Within opening hours:		
Commercial	<b>10.00</b>	<b>10.00</b>
Community	<b>5.00</b>	<b>5.00</b>
Outside opening hours:		
Commercial	<b>25.00</b>	<b>25.00</b>
Community	<b>20.00</b>	<b>20.00</b>
<b>Sandy Library Meeting Room (within opening hours):</b>		
Commercial	<b>14.00</b>	<b>14.00</b>
Community	<b>7.00</b>	<b>7.00</b>
<b>Houghton Regis Library Meeting Room (within opening hours):</b>		
Commercial	<b>14.00</b>	<b>14.00</b>
Community	<b>7.00</b>	<b>7.00</b>
<b>Dunstable Library Meeting Room (within opening hours):</b>		
Commercial	<b>14.00</b>	<b>14.00</b>
Community	<b>7.00</b>	<b>7.00</b>
<b>Shefford Library Meeting Room (within opening hours):</b>		
Commercial		<b>14.00</b>
Community		<b>7.00</b>
<b>Refreshment facilities at Libraries</b>		<b>2.00</b>



<b>Fees/Charges</b>	<b>2014/15 Rate</b>	<b>2015/16 Rate</b>
<b>Directorate - Community Services</b>	<b>£</b>	<b>£</b>
<b>VAT not applicable unless stated</b>		
<b>Leighton Buzzard Theatre - Meeting Rooms (hourly charge):</b>		
Leighton Buzzard Theatre Lounge Area:		
Within opening hours:		
Commercial	27.00	27.00
Community	19.00	19.00
Outside opening hours:		
Commercial	42.00	42.00
Community	34.00	34.00
Leighton Buzzard Theatre Meeting Room:		
Within opening hours:		
Commercial	21.00	21.00
Community	13.50	13.50
Outside opening hours:		
Commercial	36.00	36.00
Community	28.50	28.50
<b>Leighton Buzzard Theatre Prices</b>		
<b>Auditorium - Non Performance</b>		
Commercial per hour	42.00	43.00
Non commercial per hour	32.00	32.60
Sunday per hour - (4 hours minimum)	53.00	54.00
<b>Auditorium - Performance</b>		
<b>VAT applicable at current standard rate</b>		
Commercial - Mon-Wed per hour (4 hours minimum)	47.00	48.00
Non commercial - Mon-Wed per hour (4 hours minimum)	42.00	43.00
Commercial - Mon-Wed 9.30 to 23.00	609.00	620.00
Non commercial - Mon-Wed 9.30 to 23.00	525.00	535.00
Commercial - Thur-Sat per hour (4 hours minimum)	58.00	59.00
Non commercial -Thur-Sat per hour (4 hours minimum)	53.00	54.00
Commercial - Thur-Sat 9.30 to 23.00	683.00	700.00
Non commercial Thur-Sat 9.30 to 23.00	578.00	590.00
<b>Auditorium - Non Performance Plus Meeting Room</b>		
Commercial per hour	52.00	53.00
Non-Commercial per hour	38.00	39.00
Sunday per hour - (4 hours minimum)	73.00	74.50
<b>Auditorium - Performance Plus Meeting Room</b>		
<b>VAT applicable at current standard rate</b>		
Commercial per hour (4 hours minimum)	67.00	68.50
Non-Commercial per hour (4 hours minimum)	50.00	51.00
Commercial - Mon-Wed 9.30 to 23.00	685.00	700.00
Non-commercial - Mon-Wed 9.30 to 23.00	575.00	586.50
Commercial - Thur-Sat per hour (4 hours minimum)	78.00	80.00
Non commercial -Thur-Sat per hour (4 hours minimum)	60.00	61.00
Commercial - Thur-Sat 9.30 to 23.00	757.00	770.00
Non commercial Thur-Sat 9.30 to 23.00	628.00	640.00

<b>Fees/Charges</b>	<b>2014/15 Rate</b>	<b>2015/16 Rate</b>
<b>Directorate - Community Services</b>	<b>£</b>	<b>£</b>
<b>VAT not applicable unless stated</b>		
<b>Other Charges</b>		
Technician per hour - VAT applicable at standard rate	<b>21.00</b>	<b>21.50</b>
Late Vacating - to be charged at the appropriate hourly rate above ( minimum charge one hour ) -for VAT see above	<b>See hourly rate above</b>	<b>See hourly rate above</b>
Block bookings of 5 days inclusive of 'get in and get out' 20% discount		
<b>Note</b> - Technical hire is a separate item. In addition to the Fees and Charges a number of long standing and regular hirers have 'side agreements' within the Terms & Conditions of hire		
<b>Libraries</b>		
<b>All items for hire are free to Registered blind, partially sighted and hearing impaired people, people with dyslexia, people with dyspraxia</b>		
<b>Audio Visual (per item)</b>		
CDs - per week		
Standard rate	<b>1.00</b>	<b>1.00</b>
Concessions	<b>0.50</b>	<b>0.50</b>
Videos - per week		
Standard rate	<b>1.50</b>	<b>1.50</b>
Concessions & children's Videos	<b>0.80</b>	<b>0.80</b>
DVD's - per week		
Standard rate	<b>2.50</b>	<b>2.50</b>
Concessions and children's DVDs	<b>1.25</b>	<b>1.25</b>
Spoken Word CDs and Cassettes (3 week loan period)		
Standard rate	<b>1.50</b>	<b>1.50</b>
Concessions	<b>0.75</b>	<b>0.75</b>
<b>Library Fines</b>		
<b>Standard</b>		
per day open	<b>0.26</b>	<b>0.26</b>
Maximum (after 5 weeks)*	<b>7.80</b>	<b>7.80</b>
<b>Concessions</b>		
per day open	<b>0.13</b>	<b>0.13</b>
Maximum (after 5 weeks)*	<b>3.90</b>	<b>3.90</b>
<b>Children's Tickets and Children's Books</b>		
per day open	<b>0.07</b>	<b>0.07</b>
Maximum (after 5 weeks)*	<b>2.10</b>	<b>2.10</b>
CD's, DVD's and Videos.	<b>Further hire charge is made</b>	<b>Further hire charge is made</b>
<b>Lost and Damaged items</b>	<b>Charge on library catalogue plus £1. If not on catalogue refer to Service Development Manager</b>	<b>Charge on library catalogue plus £1. If not on catalogue refer to Service Development Manager</b>
Magazines - charged at face value <b>plus</b>	<b>0.65</b>	<b>0.65</b>
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.		
<b>British Library Lost Book Charge</b>		
(50% remission if subsequently returned)	<b>Actual + 3.50 admin fee</b>	<b>Actual + 3.50 admin fee</b>
<b>Requests (viewpoint and staff assisted) charge per request</b>		
Standard rate	<b>1.20</b>	<b>1.20</b>
Children's rate	<b>No charge</b>	<b>No charge</b>
Concessions	<b>0.60</b>	<b>0.60</b>
Additional charge for books borrowed from outside Bedfordshire	<b>2.50</b>	<b>2.55</b>
Vocal scores : per set of 5 - 30	<b>6.10</b>	<b>6.10</b>
Vocal scores per set of 31+	<b>12.20</b>	<b>12.20</b>
Request charges for 16 – 18 year olds are at the concessionary rate	<b>0.60</b>	<b>0.60</b>

<b>Fees/Charges</b>	<b>2014/15 Rate</b>	<b>2015/16 Rate</b>
<b>Directorate - Community Services</b>	<b>£</b>	<b>£</b>
<b>VAT not applicable unless stated</b>		
<b>Lost Ticket Replacement</b>		
Charge per lost ticket (Adult only)	<b>1.50</b>	<b>1.50</b>
<b>Libraries - Photocopies and Print Outs - VAT included at standard rate</b>		
i) Black and white photocopies, fax, CD-ROM and internet prints		
Per copy A4	<b>0.10</b>	<b>0.10</b>
A3	<b>0.15</b>	<b>0.15</b>
ii) Black and white microfilm reader/printers		
Per copy A4	<b>0.35</b>	<b>0.35</b>
iii) Colour CD-ROM and Internet prints containing photographs, artwork or charts	<b>0.50</b>	<b>0.50</b>
iv) Colour photocopies		
Per copy A4	<b>1.00</b>	<b>1.00</b>
A3	<b>1.50</b>	<b>1.50</b>
(Use discretion where library only has colour printers and print would have been b & w if available)		
<b>Libraries fax charges per copy sent - Vat included at standard rate</b>		
UK		
first sheet	<b>1.55</b>	<b>1.55</b>
subsequent sheets	<b>0.75</b>	<b>0.75</b>
Europe & N America		
first sheet	<b>2.90</b>	<b>2.90</b>
subsequent sheets	<b>1.60</b>	<b>1.60</b>
Rest of world		
first sheet	<b>4.20</b>	<b>4.20</b>
subsequent sheets	<b>2.30</b>	<b>2.30</b>
Receiving faxes (per sheet)	<b>1.00</b>	<b>1.00</b>
Receiving faxes from premium rate lines		
standard charge	<b>3.50</b>	<b>3.50</b>
plus price per sheet	<b>1.20</b>	<b>1.20</b>
Occasional local publications (to be agreed with Operations Manager)		
	<b>At cost +commission</b>	<b>At cost +commission</b>
Events and activities for adults and children	Charge to be determined as appropriate by the service for events and activities outside the core offer	Charge to be determined as appropriate by the service for events and activities outside the core offer
<b>Internet access</b>		
<b>VAT included at standard rate</b>		
First 2 hours	<b>Free</b>	<b>Free</b>
Per hour	<b>1.00</b>	<b>1.00</b>
<b>Archives - charges set by Bedford Borough as part of its responsibility under the SLA (published on their internet site)</b>		

**2015/16 Fees & Charges – Community Services - New Charges with effect from  
1<sup>st</sup> April 2015**

<b>Fees/Charges</b>	<b>2014/15 Rate</b>	<b>2015/16 Rate</b>
<b>Directorate - Regeneration &amp; Business Support</b>	<b>£</b>	<b>£</b>
<b>VAT applicable unless stated</b>		
<b>Rights of Way</b>		
<b>Growth and Infrastructure Act documents:</b>		
<b>Landowner Statements (village greens)</b>		
Processing applications:	<b>Cost Recovery using flat rate fee of £48.00 per hr</b>	<b>Cost Recovery using flat rate fee of £49.00 per hr</b>
Additional site notices	<b>£20 each + mileage and travel time at £48/ hour</b>	<b>£20.50 each + mileage and travel time at £49/ hour</b>
<b>Highways statements and declarations (section 31 deposits)</b>		
Processing applications	<b>Cost Recovery using flat rate fee of £48.00 per hr</b>	<b>Cost Recovery using flat rate fee of £49.00 per hr</b>
Highway Enquiry and Search letters: per standard enquiry	<b>£20.40 (inc VAT)</b>	<b>£20.80 (inc VAT)</b>
Highway Enquiry & Search Letters : per non standard enquiry including VAT	<b>£51.00 (inc VAT)</b>	<b>£52.00 (inc VAT)</b>
<b>Definitive Map Modification Orders</b>		
All aspects of processing applications	<b>No Charge</b>	<b>No Charge</b>
<b>Public Path/Town &amp; Country Planning Act Orders</b>		
Pre application advice - only charged if an application is subsequently submitted and an order made.	<b>Cost Recovery using flat rate fee of £48.00 per hr</b>	<b>Cost Recovery using flat rate fee of £49.00 per hr</b>
Processing where no objection received	<b>£2,000 or actual cost</b>	<b>£2,040 or actual cost</b>
Processing past point where an objection is received	<b>No Charge</b>	<b>No Charge</b>
Advertising costs	<b>Cost Recovery based on charges from publishing paper</b>	<b>Cost Recovery based on charges from publishing paper</b>
<b>Public documents</b>		
<b>All copies listed below, sent by post, are subject to £2 P&amp;P charge</b>		
Definitive Statement	<b>1.00</b>	<b>1.00</b>
Confirmed Orders	<b>4.00</b>	<b>4.00</b>
Policy statements	<b>12.00</b>	<b>12.00</b>
<b>Documents/requests relating to statutory procedures</b>		
Completed user evidence forms	<b>1.00</b>	<b>1.00</b>
Witness interview write ups	<b>1.00</b>	<b>1.00</b>
Statutory declarations by Council officers [per hour]	<b>48.00</b>	<b>49.00</b>
Certified true copy of Definitive Statement	<b>1.00</b>	<b>1.00</b>
Certified true copy of Definitive Map		
per copy A4	<b>23.20</b>	<b>23.70</b>
per copy A3	<b>31.00</b>	<b>31.60</b>
per copy 60x80cm	<b>41.20</b>	<b>42.00</b>
<b>GIS Maps</b>		
A4	<b>3.80</b>	<b>3.80</b>
A3	<b>7.50</b>	<b>7.50</b>
A2	<b>15.50</b>	<b>15.50</b>
A1	<b>20.00</b>	<b>20.00</b>
A0	<b>51.00</b>	<b>52.00</b>
<b>Other</b>		
One-off Definitive Map searches, planning enquiries etc	<b>60.00</b>	<b>61.00</b>
Produce plan	<b>Cost Recovery using flat rate fee of £48.00 per hr</b>	<b>Cost Recovery using flat rate fee of £49.00 per hr</b>