

2019 Fees & Charges

Community Services

2019 Fees & Charges – Community Services. Charges with effect from 1st January 2019

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
	Highway Licences:				
N/A	Deposit for scaffolding on or over highway	No charge	n/a	No charge	n/a
N/A	Deposit for hoarding/fences on highway	No charge	n/a	No charge	n/a
N/A	Construction of crossover	At cost	n/a	At cost	n/a
N/A	Mobile Food Trading - First application inspection fee	0.00	n/a	0.00	n/a
N/A	Mobile Food Trading - Annual fee	0.00	n/a	0.00	n/a
COM2	Provision of estimate for construction of crossover	117.30	2.9%	120.20	2.5%
N/A	Provision of H bar road markings	Cost	n/a	Cost	n/a
COM1a&b	Over sailing of crane over the highway	115.40	2.9%		2.5%
N/A	Charges for damaged highway assets	Cost	n/a	Cost	n/a
	Temporary Traffic Regulation Orders (including where orders extended by applicant)				
COM2, 3&4	Orders from companies	1,574.40	2.9%	1,613.80	2.5%
COM2, 3&4	Orders from individuals	826.30	2.9%	847.00	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM3 &4	Temporary Traffic Regulation Orders for special events	1,574.40	2.9%	1,613.80	2.5%
COM2	Special Events Orders for charities and local authorities	168.80	2.9%	173.00	2.5%
COM4	Street works Licences	286.10	2.9%	293.30	2.5%
COM4	Road Opening Permit Fee (non-refundable)	103.90	2.9%	106.50	2.5%
COM4	Road Opening Permits (Refundable Bond) - less £100 inspection fee	493.90	2.9%	506.20	2.5%
COM4	Additional charge for above, over 5m2 (Refundable Bond) per m2	103.90	2.9%	106.50	2.5%
COM3	Tourist and Temporary Directional Signage - per application (non-refundable)	154.40 or cost if higher	2.9%	158.30 or cost if higher	2.5%
COM4	Developer Directional Signage - per application (non-refundable)	154.40 or cost if higher	2.9%	158.30 or cost if higher	2.5%

	Highways and Transportation				
COM3 & 4	Application for a temporary traffic regulation order on the highway - emergency (Companies)	787.20	2.9%	806.90	2.5%
COM3 & 4	Application for a temporary traffic regulation order on the highway - emergency (Individuals)	403.40	2.9%	413.50	2.5%
COM4	Additional charge for excavations of footway or verge (Refundable Bond) per m2	32.90	2.9%	33.70	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM3, & 4	Temporary Directional Signage (per sign) refundable deposit	67.90	2.9%	69.60	2.5%
COM3	Consent to deposit materials on the highway	39.50	2.9%	40.50	2.5%
COM3 & 4	Permission to place skip on highway	39.50	2.9%	40.50	2.5%
COM3 & 4	Scaffold licence	115.20	2.9%	118.10	2.5%

Private Hire Vehicle and Hackney Cab Driver Licence:					
COM23	New or renewal combined 1 year driver's licence	99.20	2.9%	101.70	2.5%
COM23	Private Hire & Hackney Cab - three-year licence	162.20	2.9%	166.30	2.5%
COM23	Driver knowledge check/test	27.90	2.9%	28.60	2.5%
COM23	Replacement badge	22.70	2.9%	23.30	2.5%
COM23	DBS enhanced check	44.00	2.9%	45.10	2.5%
COM23	Disclosure and Barring Scheme (admin fee)	15.80	2.9%	16.20	2.5%
COM23	Variation / withdrawal / application administration fee	27.90	2.9%	28.60	2.5%
COM23	DVLA enquiry fee	7.40	2.9%	7.60	2.5%
Private Hire Operators Licence:					
COM23	New Private Hire Operators Licence (1 year)	208.70	2.3%	213.90	2.5%
COM23	Renewal Private Hire Operators Licence (1 year)	78.80	2.3%	80.80	2.5%
COM23	New Private Hire Operator's Licence (5 years)	374.00	2.3%	383.40	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM23	Renewal Private Hire Operator's Licence (5 years)	242.90	2.3%	249.00	2.5%
COM23	Hackney cab and private hire vehicle licence - pre-application advice Per hour	28.10	2.3%	28.80	2.5%
COM23	Transfer of Ownership of Vehicles: 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	119.70	2.3%	122.70	2.5%
COM23	Transfer of Ownership of Vehicles: Where the vehicle licence is transferred and is to remain in force until its expiry date	119.70	2.3%	122.70	2.5%
Hackney Cabs and Private Hire Vehicle - Licence Fee (12 months or less)					
COM23	Private Hire Vehicle - Licence Fee	260.40	2.3%	266.90	2.5%
COM23	Private Hire Vehicle - Renewal	177.70	2.3%	182.10	2.5%
COM23	Hackney Carriage - New	313.00	2.3%	320.80	2.5%
COM23	Hackney Carriage - Renewal	239.70	2.3%	245.70	2.5%
COM23	Temporary Replacement Vehicle (3 Month Licence)	99.20	2.3%	101.70	2.5%
COM23	Replacement Plate	27.90	2.3%	28.60	2.5%
COM23	Variation / withdrawal / application administration fee	27.90	2.3%	28.60	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
Public Protection					
	Licences - Animals				
COM25	Licences - Animals- Riding Establishments - full licence:1-5 Horses	128.60	2.9%	131.80	2.5%
COM25	Licences - Animals- Riding Establishments - full licence:6-12 Horses	193.50	2.9%	198.30	2.5%
COM25	Licences - Animals- Riding Establishments - full licence:13+ Horses	268.60	2.9%	275.30	2.5%
COM25	Licences - Animals- Riding Establishments: Provisional Licence	25% of relevant full fee	2.9%	25% of relevant full fee	n/a
COM25	Licences – Animals - Dangerous Wild Animals	203.70	2.9%	208.80	2.5%
COM25	Licences – Animals - Renewal of Dangerous Wild Animals	86.40	2.9%	88.60	2.5%
COM25	Licences – Animals - Pet Shops	204.80	2.9%	209.90	2.5%
COM25	Licences – Animals - Animal Breeders	189.30	2.9%	194.00	2.5%
COM25	Licences – Animals - Animal Boarding Establishments (including home boarders) 1 to 10 animals	130.00	New	133.30	2.5%
COM25	Licences – Animals - Animal Boarding Establishments: 11 to 20 animals	160.00	New	164.00	2.5%
COM25	Licences – Animals - Animal Boarding Establishments: more than 21 animals	190.00	New	194.80	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM25	Licences – Animals - Animal Boarding and Breeding: 1 to 10 animals	180.00	New	184.50	2.5%
COM25	Licences – Animals - Animal Boarding and Breeding: 11 to 20 animals	210.00	New	215.30	2.5%
COM25	Licences – Animals - Animal Boarding and Breeding: more than 21 animals	240.00	New	246.00	2.5%
COM25	Licences - Animals: Performing Animals (per licence)	110.00	New	112.80	2.5%
COM25	Licences - Animals:- Zoos	50.00 Plus costs calculated on basis of officer	0%	50.00 Plus costs calculated on basis of officer	0.0%
COM25	Licences - Animals Grant / New	Hourly rate for each hour spent	0%	Hourly rate for each hour spent	0.0%
COM25	Licences - Animals Renewal	Hourly rate for each hour spent	0%	Hourly rate for each hour spent	0.0%
Other Licensing					
COM26	Skin Piercing, including Tattooing, Acupuncture, Electrolysis and Ear Piercing; One-off registration fees: Premises	163.60	2.9%	167.70	2.5%
COM26	Skin Piercing, including Tattooing, Acupuncture, Electrolysis and Ear Piercing; One-off registration fees: Person	110.00	n/a	112.80	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM26	Skin Piercing, including Tattooing, Acupuncture, Electrolysis and Ear Piercing; One-off registration fees: Person (if member of accredited body or already registered with another local authority)	48.90	2.9%	50.10	2.5%
COM21 & 22	Gambling Act 2005 Premises Licence Fees: New Premises Licence	645.20	2.9%	661.30	2.5%
COM21 & 22	Gambling Act 2005 Premises Licence Fees: Vary a Premises Licence	645.20	2.9%	661.30	2.5%
COM21 & 22	Gambling Act 2005 Premises Licence Fees: Transfer a Premises Licence	166.70	2.9%	170.90	2.5%
COM21 & 22	Gambling Act 2005 Premises Licence Fees: Re-instatement of a Premises Licence	294.30	2.9%	301.70	2.5%
COM21 & 22	Gambling Act 2005 Premises Licence Fees: Provisional Statement	645.20	2.9%	661.30	2.5%
COM21 & 22	Gambling Act 2005 Premises Licence Fees: Premises Licence with a Provisional Statement	115.20	2.9%	118.10	2.5%
COM21 & 22	Gambling Act 2005 Premises Licence Fees: Annual Premises Licence Fee	294.30	2.9%	301.70	2.5%
COM21 & 22	Gambling Act 2005 Premises Licence Fees: Copy of Licence	22.80	2.9%	23.40	2.5%
COM21 & 22	Gambling Act 2005 Premises Licence Fees: Notification of Change of Address	36.40	2.9%	37.30	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM24	Sex Shop/Cinema licence: Grant	644.20	2.9%	660.30	2.5%
COM24	Sex Shop/Cinema licence: Renewal	446.60	2.9%	457.80	2.5%
COM24	Sex Shop/Cinema licence: Transfer or Variation	446.60	2.9%	457.80	2.5%
COM24	Sexual Entertainment Venues licence: Grant	1,501.30	2.9%	1,538.80	2.5%
COM24	Sexual Entertainment Venues licence: Renewal	1,075.30	2.9%	1,102.20	2.5%
COM24	Sexual Entertainment Venues licence: Transfer or Variation	1,075.30	2.9%	1,102.20	2.5%
COM34	Contaminated Land Enquiries	97.80	2.9%	100.20	2.5%
COM21 & 32	Food Premises Register: Full	1,080.50	2.9%	1,107.50	2.5%
COM21 & 32	Food Export Certificate	58.70	2.9%	60.20	2.5%
COM32	Food Premises Register: Single Entry	21.30	2.9%	21.80	2.5%
COM32	Preparation of report for accident investigation	76.10	2.9%	78.00	2.5%
COM32 & 33	Street Trading - annual	420.90	2.9%	431.40	2.5%
COM32 & 33	Street Trading - One off event	94.70	2.9%	97.10	2.5%
COM32	Voluntary Surrender Certificate	114.20	2.9%	117.10	2.5%
COM32 & 33	Food Hygiene Course Lecturing	70.00	2.9%	71.80	2.5%
N/A	Water Sampling	Cost Recovery	n/a	Cost Recovery	n/a
COM20	Scrap Metal Dealers Licence: Collectors Licence (3 years)	477.60	2.9%	489.50	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM20	Scrap Metal Dealers Licence: Site Licence (3 years)	556.40	2.9%	570.30	2.5%
Trading Standards					
COM27	Trading Standards: Annual Membership Fee	198.60	2.9%	203.60	2.5%
COM27	Trading Standards: Renewal Fee for Existing Member	149.20	2.9%	152.90	2.5%
COM27	Trading Standards: United Kingdom Trade Confederation Membership Fee	167.70	2.9%	171.90	2.5%
COM27	Trading Standards: United Kingdom Trade Confederation Renewal Fee	167.70	2.9%	171.90	2.5%
COM27	Trading Standards Approved Stickers per 100	14.50	2.9%	14.90	2.5%
COM27	Trading Standards Approved Stickers per 500	20.30	2.9%	20.80	2.5%
COM27	Trading Standards Approved Stickers per 1000	27.10	2.9%	27.80	2.5%
COM27	Trading Standards Approved Plaque	41.60	2.9%	42.60	2.5%
COM27	Trading Standards Replacement/Add. Membership Certificate	14.50	2.9%	14.90	2.5%
COM27	Consumer Guide Leaflet per 100	32.20	2.9%	33.00	2.5%
COM27	Consumer Guide Leaflet per 500	81.60	2.9%	83.60	2.5%
COM27	Consumer Guide Leaflet per 1000	166.70	2.9%	170.90	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
	Concessionary Fares				
COM39	Concessionary Fares - Replacement concessionary travel permits	11.40	2.9%	11.70	2.5%
	Environmental Information Searches:				
COM60	Searches relating to Environmental Information Regulations	47.30	2.9%	48.50	2.5%
	Waste - other charges				
COM60 & 61	Fridge and freezer collection (Full price) - Domestic	43.10	2.9%	44.20	2.5%
COM60 &	Fridge and freezer collection (Concession) - Domestic	21.60	2.9%	22.10	2.5%
COM60 &	End of Life Caravan collection	182.10	2.9%	186.70	2.5%
COM60 &	Bulky waste collection (full price) - Domestic	54.50	2.9%	55.90	2.5%
COM60 &	Bulky waste collection - concessions – Domestic	27.30	2.9%	28.00	2.5%
	Dog Control				
COM25	Collection of dogs from kennels	59.80	2.9%	61.30	2.5%
COM25	Collection of dogs from kennels (not chipped or information out of date and no permission to chip prior to release)	82.50	n/a	84.60	2.5%
COM25	Collection of dogs from kennels (not chipped, permission to chip prior to release, cost of chip included)	72.50	n/a	74.30	2.5%
COM25	Dog warden returns dog from kennels	119.40	2.9%	122.40	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM25	Dog warden returns dog from kennels (not chipped or information out of date and no permission to chip prior to release)	141.80	n/a	145.30	2.5%
COM25	Dog warden returns dog from kennels (not chipped, permission to chip prior to release, cost of chip included)	131.80	n/a	135.10	2.5%
COM25	Direct return to owner where dogs are chipped / tagged	30.10	2.9%	30.90	2.5%
COM25	Kennelling of stray dogs	11.70	2.9%	12.00	2.5%
Parking Charges					
COM30 & 31	Parking: 30 minutes	0.50	0.0%	0.50	0.0%
COM30 & 31	Parking: Up to 1 hour	1.00	0.0%	1.00	0.0%
COM30 & 31	Parking: Up to 2 hours	1.50	0.0%	1.50	0.0%
COM30 & 31	Parking: Up to 3 hours	2.00	0.0%	2.00	0.0%
COM30 & 31	Parking: Up to 5 hours	3.50	0.0%	3.50	0.0%
COM30 & 31	Parking: Up 10 hours	6.50	0.0%	6.50	0.0%
COM30 & 31	Parking: 1 Week	15.00	0.0%	15.00	0.0%
COM30 & 31	Parking: Dispensation per vehicle - 1 day	6.50	0.0%	6.50	0.0%
COM30 & 31	Parking: Dispensation per vehicle - 1 week	25.00	0.0%	25.00	0.0%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM30 & 31	Parking: Market Trader Permit - 1 day	3.50	0.0%	3.50	0.0%
COM30 & 31	Parking: Market Trader Permit - 12 months	64.00	0.0%	64.00	0.0%
COM30 & 31	Employee Permit - 1 month	52.00	0.0%	52.00	0.0%
COM30 & 31	Employee Permit - 3 months	129.00	0.0%	129.00	0.0%
COM30 & 31	Employee Permit - 12 months	386.00	0.0%	386.00	0.0%
N/A	Disabled Badge Holders	Free in designated bays	0%	Free in designated bays only	0.0%
COM30 & 31	Parking: Steppingley Road - 1 Day (Mon-Fri)	5.00	0%	5.00	0.0%
COM30 & 31	Parking: Steppingley Road - 1 week (Mon-Sun)	25.00	0%	25.00	0.0%
COM30 & 31	Parking: Steppingley Road - 1 Day (Sat & Sun)	1.00	0%	1.00	0.0%
COM30 & 31	MSCP Sunday Parking - 1 day	2.00	0%	2.00	0.0%
COM30 & 31	Parking: Lost Token (MSCP only)	8.50	0%	8.50	0.0%
COM30 & 31	Permits				
COM30 & 31	Resident Permit per annum	10.00	0%	10.00	0.0%
COM30 & 31	Resident Permit: Incremental increased fee - 2nd vehicle	70.00	0%	70.00	0.0%
COM30 & 31	Resident Permit: Incremental increased fee - 3rd and subsequent vehicle	90.00	0%	90.00	0.0%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM30 & 31	Commercial Permit (for town centre businesses) (for use in CBC car parks): 12 months	386.00	0%	386.00	0.0%
COM30 & 31	Visiting Carers Permit	Free	0%	Free	0.0%
COM30 & 31	Book 25 visitor's day tickets	30.00	0%	30.00	0.0%
Libraries: (Following F&C review for Libraries the charges below will be introduced from January 2019 and will replace old charges noted further below)					
	Hire charges - commercial				
	Activities Rooms				
N/A	Flitwick Library Activities Room / Leighton Buzzard Library Activities Room per hour		N/A	N/A	10.40 N/A
N/A	Flitwick Library Activities Room / Leighton Buzzard Library Activities Room per session (4 hours)		N/A	N/A	34.00 N/A
N/A	Flitwick Library Activities Room / Leighton Buzzard Library Activities Room per day (8 hours)		N/A	N/A	68.00 N/A
	Meeting Rooms				
N/A	Biggleswade Library/Potton Library/Houghton Regis Library/Leighton Buzzard Library Learning Room 1/Leighton Buzzard Library Lounge/Leighton Buzzard Library Theatre Meeting Room/Sandy/Shefford/Stotfold per hour		N/A	N/A	14.50 N/A
N/A	Biggleswade Library/Potton Library/Houghton Regis Library/Leighton Buzzard Library Learning Room 1/Leighton Buzzard Library Lounge/Leighton Buzzard Library Theatre Meeting Room/Sandy/Shefford/Stotfold per session (4 hours)		N/A	N/A	50.00 N/A

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
N/A	Biggleswade Library/Potton Library/Houghton Regis Library/Leighton Buzzard Library Learning Room 1/Leighton Buzzard Library Lounge/ Leighton Buzzard Library Theatre Meeting Room/Sandy/Shefford/Stotfold per day (8 hours)	N/A	N/A	100.00	N/A
N/A	Hire charges outside core hours (6p.m.-9a.m.) may incur an additional hourly fee. This will include the Flitwick and Leighton Buzzard Meeting Rooms.	N/A	N/A	16.00	N/A
Learning Rooms					
N/A	Flitwick Library/Leighton Buzzard Learning Room 2 per hour	N/A	N/A	21.70	N/A
N/A	Flitwick Library/Leighton Buzzard Learning Room 2 per session (4 hours)	N/A	N/A	79.00	N/A
N/A	Flitwick Library/Leighton Buzzard Learning Room 2 per day (8 hours)	N/A	N/A	158.00	N/A
Hire Charges Community					
Activities Rooms					
N/A	Flitwick Library Activities Room / Leighton Buzzard Library Activities Room per hour	N/A	N/A	5.20	N/A
N/A	Flitwick Library Activities Room / Leighton Buzzard Library Activities Room per session (4 hours)	N/A	N/A	17.00	N/A

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018		Proposed charge for 2019 (£)	Percentage Increase for 2019
N/A	Flitwick Library Activities Room / Leighton Buzzard Library Activities Room per day (8 hours)	N/A	N/A		34.00	N/A
	Meeting Rooms					
N/A	Biggleswade/Potton/Houghton Regis/Leighton Buzzard Learning Room 1/Leighton Buzzard Lounge/Leighton Buzzard Theatre Meeting Room/Sandy/Shefford/Stotfold per hour*		N/A	N/A	7.30	N/A
N/A	Biggleswade/Potton/Houghton Regis/Leighton Buzzard Learning Room 1/Leighton Buzzard Lounge/Leighton Buzzard Theatre Meeting Room/Sandy/Shefford/Stotfold per session (4 hours) *		N/A	N/A	25.00	N/A
N/A	Biggleswade/Potton/Houghton Regis/Leighton Buzzard Learning Room 1/Leighton Buzzard Lounge/Leighton Buzzard Theatre Meeting Room/Sandy/Shefford/Stotfold per day (8 hours) *		N/A	N/A	50.00	N/A
	Learning Rooms					
N/A	Flitwick Library/Leighton Buzzard Learning Room 2 per hour	N/A	N/A		10.90	N/A
N/A	Flitwick Library/Leighton Buzzard Learning Room 2 per session (4 hours)	N/A	N/A		36.00	N/A
N/A	Flitwick Library/Leighton Buzzard Learning Room 2 per day (8 hours)	N/A	N/A		72.00	N/A
	*If a meeting room is hired for storage it will attract VAT. This applies particularly to the Leighton Buzzard Theatre Meeting Room.					

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
Following the F&C review for Libraries, charges below are no longer applicable and have been replaced with above charges.					
COM15	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Flitwick within opening hours-Commercial	21.70	0.0%	No longer applicable and have been replaced with above charges.	
COM15	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Flitwick within opening hours-Community	10.60	0.0%	No longer applicable and have been replaced with above charges	
COM15	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Flitwick outside opening hours-Commercial	36.90	0.0%	No longer applicable and have been replaced with above charges	
COM15	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Flitwick outside opening hours-Community	25.80	0.0%	No longer applicable and have been replaced with above charges	
COM15	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Flitwick small meeting room within opening hours-Commercial	14.10	0.0%	No longer applicable and have been replaced with above charges	
COM15	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Flitwick small meeting room outside opening hours-Community	7.10	0.0%	No longer applicable and have been replaced with above charges	
COM15	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Flitwick small meeting room outside opening hours-Commercial	29.30	0.0%	No longer applicable and have been replaced with above charges	
COM15	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Flitwick small meeting room outside opening hours-Community	22.20	0.0%	No longer applicable and have been replaced with above charges	

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COM16	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Biggleswade Ivel room within opening hours- Commercial	14.10	0.0%	No longer applicable and have been replaced with above charges	
COM16	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Biggleswade Ivel room within opening hours- Community	7.10	0.0%	No longer applicable and have been replaced with above charges	
COM16	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Biggleswade Ivel room outside opening hours- Commercial	29.30	0.0%	No longer applicable and have been replaced with above charges	
COM16	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Biggleswade Ivel room outside opening hours- Community	22.20	0.0%	No longer applicable and have been replaced with above charges	
COM16	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Learning room 1 (first floor) within opening hours- Commercial	14.10	0.0%	No longer applicable and have been replaced with above charges	
COM16	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Learning room 1 (first floor) within opening hours- Community	7.10	0.0%	No longer applicable and have been replaced with above charges	
COM16	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Learning room 1 (first floor) outside opening hours- Commercial	29.30	0%	No longer applicable and have been replaced with above charges	

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM14	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Learning room 1 (first floor) outside opening hours-Community	22.20	0.0%	No longer applicable and have been replaced with above charges	
COM14	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Learning room 2 (first floor) within opening hours-Commercial	20.20	0.0%	No longer applicable and have been replaced with above charges	
COM14	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Learning room 2 (first floor) within opening hours-Community	10.10	0.0%	No longer applicable and have been replaced with above charges	
COM14	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Learning room 2 (first floor) outside opening hours-Commercial	35.40	0.0%	No longer applicable and have been replaced with above charges	
COM14	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Learning room 2 (first floor) outside opening hours-Community	25.30	0.0%	No longer applicable and have been replaced with above charges	
COM14	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Activities Room within opening hours-Commercial	10.10	0.0%	No longer applicable and have been replaced with above charges	
COM14	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Activities Room within opening hours-Community	5.10	0.0%	No longer applicable and have been replaced with above charges	

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM14	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Activities Room outside opening hours-Commercial	25.30	0.0%	No longer applicable and have been replaced with above charges	
COM14	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Leighton Buzzard Activities Room outside opening hours-Community	20.20	0.0%	No longer applicable and have been replaced with above charges	
COM12	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Sandy Library meeting Room within opening hours-Commercial	14.10	0.0%	No longer applicable and have been replaced with above charges	
COM12	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Sandy Library meeting Room within opening hours-Community	7.10	0.0%	No longer applicable and have been replaced with above charges	
COM9	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Houghton Regis Library meeting Room within opening hours-Commercial	14.10	0.0%	No longer applicable and have been replaced with above charges	
COM9	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Houghton Regis Library meeting Room within opening hours-Community	7.10	0.0%	No longer applicable and have been replaced with above charges	
COM6	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Dunstable Library meeting Room within opening hours-Commercial	14.10	0.0%	No longer applicable and have been replaced with above charges	

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM6	Libraries: Room Hire charges - hourly rate. Library Meeting Rooms. -Dunstable Library meeting Room within opening hours-Community	7.10	0.0%	No longer applicable and have been replaced with above charges	
COM57	Libraries: Leighton Buzzard Theatre - Meeting Rooms (hourly charge)-Theatre Lounge - within opening hours-Commercial	27.30	0.0%	No longer applicable and have been replaced with above charges	
COM57	Libraries: Leighton Buzzard Theatre - Meeting Rooms (hourly charge)-Theatre Lounge - within opening hours-Community	19.20	0.0%	No longer applicable and have been replaced with above charges	
COM57	Libraries: Leighton Buzzard Theatre - Meeting Rooms (hourly charge)-Theatre Lounge - outside opening hours-Commercial	42.40	0.0%	No longer applicable and have been replaced with above charges	
COM57	Libraries: Leighton Buzzard Theatre - Meeting Rooms (hourly charge)-Theatre Lounge - outside opening hours-Community	34.30	0.0%	No longer applicable and have been replaced with above charges	
COM57	Libraries: Leighton Buzzard Theatre - Meeting Rooms (hourly charge)-Meeting Room - within opening hours-Commercial	21.20	0.0%	No longer applicable and have been replaced with above charges	
COM57	Libraries: Leighton Buzzard Theatre - Meeting Rooms (hourly charge)-Meeting Room - within opening hours-Community	13.60	0.0%	No longer applicable	

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM57	Libraries: Leighton Buzzard Theatre - Meeting Rooms (hourly charge)-Meeting Room - outside opening hours-Commercial	36.40	0.0%	No longer applicable and have been replaced with above charges	
COM57	Libraries: Leighton Buzzard Theatre - Meeting Rooms (hourly charge)-Meeting Room - outside opening hours-Community	28.80	0.0%	No longer applicable and have been replaced with above charges	
COM13	Libraries: Shefford - Meeting Rooms (hourly charge)-Meeting Room – within opening hours-Commercial	14.10	0.0%	No longer applicable and have been replaced with above charges	
COM13	Libraries: Shefford - Meeting Rooms (hourly charge)-Meeting Room – within opening hours-Community	7.10	0.0%	No longer applicable and have been replaced with above charges	
Libraries – Other charges					
COM18 & 19	Libraries: CDs (full price)	1.10	0.0%	No longer required.	Service stopped 1 April 2018.
COM18 & 19	Libraries: CDs - concessions	0.55	0.0%	No longer required.	Service stopped 1 April 2018.
COM18 & 19	Libraries: Spoken word (full price)	1.60	0.0%	1.60	0.0%
COM18 & 19	Libraries: Spoken word - concessions	0.80	0.0%	0.80	0.0%
COM18 & 19	Libraries: DVDs	2.50	0.0%	2.50	0.0%
COM18 & 19	Libraries: DVDs – concessions	1.25	0.0%	1.25	0.0%
COM18 & 19	Libraries: Requests	1.20	0.0%	1.20	0.0%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM18 & 19	Libraries: Requests – concessions	0.60	0.0%	0.60	0.0%
COM18 & 19	Libraries: Request charges for 16 – 18 year olds are at the concessionary rate	0.60	0.0%	0.60	0.0%
Libraries – Photocopies, Print Outs and Scans					
COM18 & 19	Photocopies (black & white) - A4	0.10	0.0%	0.15	50%
COM18 & 19	Photocopies (black & white) - A3	0.15	0.0%	0.30	100%
COM18 & 19	Photocopies (colour) - A4	1.00	0.0%	1.00	0.0%
COM18 & 19	Photocopies (colour) - A3	1.50	0.0%	1.50	0.0%
Libraries - fax charges per copy sent (no longer required for 2019)					
COM18 & 19	Fax charges - UK (75p sub sheet)	1.55	0.0%	No longer required	All fax machines removed.
COM18 & 19	Fax charges - Europe (£1.60 sub sheet)	2.90	0.0%	No longer required	All fax machines removed.
COM18 & 19	Fax charges - Rest of World (£2.30 sub sheet)	4.20	0.0%	No longer required	All fax machines removed.
COM18 & 19	Receiving faxes (per sheet)	1.00	0.0%	No longer required	All fax machines removed.
COM18 & 19	Receiving faxes from premium rate lines - Standard charge	3.50	0.0%	No longer required	All fax machines removed.

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM18 & 19	Receiving faxes from premium rate lines - plus price per sheet	1.20	0.0%	No longer required	All fax machines removed.
	Library Fines				
COM17	Fines - per day adults (max £7.80)	0.26	0.0%	0.28	7.7%
COM17	Fines - per day children (max £2.10)	0.07	0.0%	0.08	14.3%
COM17	Fines - per day concessions (max £3.90); concession rate 2015 - 60, 2016 – 65	0.13	0.0%	0.14	7.7%
	Library – Internet Access				
COM18 to 19	Internet access - First 2 hours	Free	0.0%	Free	
COM18 to 19	Internet charges per additional hour (volume= sessions)	1.00	0.0%	1.00	0%
COM18 to 19	Lost and Damaged items (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).	Charge on library catalogue plus £1. If not on catalogue refer to Service Development Manager		Charge on library catalogue plus £1. If not on catalogue refer to Service Development Manager	
COM18 to 19	Magazines - charged at face value plus	0.65	0.0%	0.70	2.5%
COM18 to 19	Additional charge for books borrowed from outside Bedfordshire	2.55	0.0%	2.60	2.5%
COM18 to 19	Vocal scores: per set of 5 – 30	6.10	0.0%	10.00	63.9%
COM18 to 19	Vocal scores per set of 31+	12.20	0.0%	15.00	23.0%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM18 to 19	Lost Ticket Replacement - Charge per lost ticket (Adult only)	1.50	0.0%	1.50	0.00
COM18 to 19	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	
COM18 to 19	Refreshment facilities at Libraries	2.10	2.9%	2.20	2.5%
N/A	Sale of withdrawn items	New	N/A	Charge to be determined as appropriate by the service. Minimum charge of 20p	
	Theatre Hires - Community use charges				
COM57	Auditorium - Private booking/Non-Performance per hour (NO VAT)	32.00	0.0%	32.00	0.0%
COM57	Auditorium - Private booking/Non-Performance-Sunday per hour - (Standard charge for 4 hours maximum). Sunday bookings by special arrangement only (NO VAT)	53.00	0.0%	53.00	0.0%
COM57	Auditorium - Rehearsals and set up: Mon-Sat per hour (4 hours minimum) PLUS VAT	32.00	0.0%	32.00	0.0%
COM57	Auditorium - Get-ins and Get outs: Sunday per hour (Standard charge for 4 hours maximum. Available only if full week is booked) PLUS VAT	53.00	0.0%	53.00	0.0%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM57	Auditorium - Performance Mon-Sat per hour (4 hours minimum) PLUS VAT	53.00	0.0%	53.00	0.0%
COM57	Auditorium - Performance - Sunday per hour (4 hours minimum) PLUS VAT Sunday bookings by special arrangement only	74.00	0.0%	74.00	0.0%
Commercial use charges					
COM57	Auditorium - Private booking/Non-Performance per hour (NO VAT)	43.00	0.0%	43.00	0.0%
COM57	Auditorium - Private booking/Non-Performance-Sunday per hour - (Standard charge for 4 hours maximum). Sunday bookings by special arrangement only (NO VAT)	71.00	0.0%	71.00	0.0%
COM57	Auditorium - Rehearsals and set up: Mon-Sat per hour (4 hours minimum) PLUS VAT	43.00	0.0%	43.00	0.0%
COM57	Auditorium - Get-ins and Get outs: Sunday per hour (Standard charge for 4 hours maximum. Available only if full week is booked) PLUS VAT	71.00	0.0%	71.00	0.0%
COM57	Auditorium - Performance Mon-Sat per hour (4 hours minimum) PLUS VAT	71.00	0.0%	71.00	0.0%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM57	Auditorium - Performance - Sunday per hour (4 hours minimum) PLUS VAT Sunday bookings by special arrangement only	99.00	0.0%	99.00	0.0%
COM57	Theatre Hire - Other charges				
COM57	Technician per hour - VAT applicable at standard rate	21.50	0.0%	21.50	0.0%
COM57	Late Vacating Fee	25.00	n/a	25.00	n/a
COM57	Black and white microfilm reader/printers - per copy A4	0.35	0.0%	No longer required.	0.0%
COM57	Colour CD-ROM and Internet prints - containing photographs, artwork or charts	0.50	0.0%	No longer required.	0.0%
Houghton Hall Pak – Room Hire					
	Private Hire Rate				
COM43	Monday to Friday per hour	13.00	New	13.00	0.0%
COM43	Half Day Rate – Morning (4 hours)	50.00	New	50.00	0.0%
COM43	Half Day Rate – Afternoon (4 hours)	50.00	New	50.00	0.0%
COM43	Full Day	95.00	New	95.00	0.0%
COM43	Weekends per hour	15.00	New	15.00	0.0%
COM43	Weekends: Half Day Rate – Morning (4 hours)	55.00	New	55.00	0.0%
COM43	Weekends: Half Day Rate – Afternoon (4 hours)	55.00	New	55.00	0.0%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM43	Weekends Full Day	100.00	New	100.00	0.0%
Community Groups & Charity Rate					
COM43	Monday to Friday per hour	11.00	New	11.00	0.0%
COM43	Half Day Rate – Morning (4 hours)	40.00	New	40.00	0.0%
COM43	Half Day Rate – Afternoon (4 hours)	40.00	New	40.00	0.0%
COM43	Full Day	75.00	New	75.00	0.0%
COM43	Weekends per hour	13.00	New	13.00	0.0%
COM43	Weekends: Half Day Rate – Morning (4 hours)	45.00	New	45.00	0.0%
COM43	Weekends: Half Day Rate – Afternoon (4 hours)	45.00	New	45.00	0.0%
COM43	Weekends Full Day	85.00	New	85.00	0.0%
Pest Control					
COM20 & 25	Pest Control: Rats (charge for each infestation treated in a twelve-month period)	40.60	2.9%	41.60	2.5%
COM20 & 25	Pest Control: Rats Concession	20.30	2.9%	20.80	2.5%
COM20 & 25	Pest Control: Mice (charge for each infestation treated in a twelve-month period)	40.60	2.9%	41.60	2.5%
COM20 & 25	Pest Control: Mice Concession	20.30	2.9%	20.80	2.5%
COM20 & 25	Pest Control: Bed Bugs (charge for each infestation treated in a twelve-month period)	80.30	2.9%	82.30	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM20 & 25	Pest Control: Bedbugs Concession	40.10	2.9%	41.10	2.5%
COM20 & 25	Pest Control: Cockroaches (charge for each infestation treated in a twelve-month period)	59.70	2.9%	61.20	2.5%
COM20 & 25	Pest Control: Cockroach Concession	29.80	2.9%	30.50	2.5%
COM20 & 25	Pest Control: Wasps	46.30	2.9%	47.50	2.5%
COM20 & 25	Pest Control: Wasps (Concession)	23.20	2.9%	23.80	2.5%
COM20 & 25	Pest Control: Ants	59.70	2.9%	61.20	2.5%
COM20 & 25	Pest Control: Ant (Concession)	29.80	2.9%	30.50	2.5%
COM20 & 25	Pest Control: Fleas	59.70	2.9%	61.20	2.5%
COM20 & 25	Pest Control: Flea (Concession)	29.80	2.9%	30.50	2.5%
COM20 & 25	Veterinary fee	Cost Recovery		Cost Recovery	
COM34, 36 & 38	To collect cement-bound asbestos from domestic premises:	Assessed on individual case basis - contact the Service		Assessed on individual case basis - contact the Service	
COM34, 36 & 38	To collect cement-bound asbestos - Persons in receipt of means tested benefit	Assessed on individual case basis - contact the Service		Assessed on individual case basis - contact the Service	

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
	Rights of Way				
	Growth and Infrastructure Act documents:				
COM54	Processing applications:	Cost Recovery using flat rate fee of £50.00 per hour		Cost Recovery using flat rate fee of £50.00 per hour	
COM54	Additional site notices	£20.50 each + mileage and travel time at £50/ hour		£20.50 each + mileage and travel time at £50.00/ hour	
	Highways statements and declarations (Section 31 deposits)				
COM3	Processing applications	327.20	2.9%	335.40	2.5%
COM3	Highway Enquiry & Search Letters: per non-standard enquiry including VAT	£53.70 (plus VAT)	2.9%	£55.00 (plus VAT)	2.5%
COM3	Highway Enquiry and Search letters: per standard enquiry	£31.20 (inc VAT)	2.9%	£32.00 (inc VAT)	2.5%
	Definitive Map Modification Orders				
COM3	All aspects of processing applications	No Charge	0.0%	No Charge	0.0%
	Public Path Orders (Highways Act 1980 and Town & Country Planning Act 1990)				
COM3	Pre-application advice - only charged if an application is subsequently submitted and an order made.	Cost Recovery using flat rate fee of £50.00 per hour	0.0%	Cost Recovery using flat rate fee of £50.00 per hour	0.0%
COM3	Processing where no objection received	£2,131.10 or actual cost	2.9%	£2,184.40 or actual cost if above this amount	2.50%
COM3	Processing of applications for 4 or more paths where no objection received	£3,500 or actual cost if above this amount		£3,600 or actual cost if above this amount	2.90%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM3	Processing past point where an objection is received	Actual cost based on hourly rate [set out in Deregulation Act]		Actual cost based on hourly rate [set out in Deregulation Act]	
COM3	Advertising costs	Cost Recovery based on charges from publishing paper		Cost Recovery based on charges from publishing paper	
COM3	Costs of works	Cost Recovery based on charges from Contractor		Cost Recovery based on charges from Contractor	
Public documents: All copies listed below, sent by post, are subject to £2 P&P charge.					
	Documents/requests relating to statutory procedures				
COM3	Definitive Statement	1.00	2.9%	1.00	2.5%
COM3	Confirmed Orders	4.10	2.9%	4.20	2.5%
COM3	Policy statements	12.30	2.9%	12.60	2.5%
COM3	Completed user evidence forms	3.00	0.0%	3.10	2.5%
COM3	Witness interview write ups	3.00	0.0%	3.10	2.5%
COM3	Statutory declarations by Council officers [per hour]	50.90	2.9%	52.20	2.5%
COM3	Certified true copy of Definitive Map - per copy A4	24.70	2.9%	25.30	2.5%
COM3	Certified true copy of Definitive Map - per copy A3	32.90	2.9%	33.70	2.5%
COM3	Certified true copy of Definitive Map - per copy 60x80cm	42.00	0.0%	43.10	2.5%
COM3	Certified true copy of Definitive Statement	1.00	0.0%	1.00	2.5%
COM3	GIS Maps - A4	4.10	2.9%	4.20	2.5%
COM3	GIS Maps - A3	8.20	2.9%	8.40	2.5%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM3	GIS Maps - A2	16.50	2.9%	16.90	2.5%
COM3	GIS Maps - A1	20.60	2.9%	21.10	2.5%
COM3	GIS Maps - A0	53.50	2.9%	54.80	2.5%
	Other:				
COM3	One-off Definitive Map searches, planning enquiries etc.	63.80	2.9%	65.40	2.5%
COM3	Produce plan	Cost Recovery using flat rate fee of £50.00 per hour	0.0%	Cost Recovery using flat rate fee of £50.00 per hour	n/a
	Highways Agreements under the Highways Act 1980:				
COM3	Section 38 Highways Act 1980 Agreements - Technical audit, administration and supervision - percentage based on estimated cost of works before a signed Agreement for a proposed road scheme is in place	11% for schemes up to a value of £750K. For schemes above this the percentage to be negotiated		11% for schemes up to a value of £750K. For schemes above this the percentage to be negotiated	
COM3	Section 38 Highways Act 1980 Agreements - Technical audit, administration and supervision - percentage based on estimated cost of works after a signed Agreement for a road scheme is in place.	8.5% for schemes up to a value of £750K. For schemes above this the percentage to be negotiated.		8.5% for schemes up to a value of £750K. For schemes above this the percentage to be negotiated.	
COM3	Section 278 Highways Act 1980 Agreements - Administration of schemes for the improvement or alteration to a public highway - percentage of fee based on scheme value.	7%	0%	7%	0.0%
Highways Development Management (Extent of the Highway Boundary Searches)					
COM3	Highway Enquiry & Search Letters: per non-standard enquiry including VAT	£45.20 (inc VAT)	2.9%	£46.30 (inc VAT)	2.50%

Reference to App. B	Name of F&C	Charge for 2018 (£)	Percentage Increase for 2018	Proposed charge for 2019 (£)	Percentage Increase for 2019
COM3	Highway Enquiry and Search letters: per standard enquiry	£18.20 (inc VAT)	2.9%	£18.70 (inc VAT)	2.50%
School Transport (formerly Children's Services)					
COM55 & 56	School Transport-Concessions & Post 16 bus pass: per term	162.00	2.9%	162.00	A new fee will be introduced in Sept 18 following the consultation in Dec17 to Jan18
COM55 & 56	School Transport-Concessions & Post 16 bus pass: half term	80.00	2.9%	80.00	
COM55 & 56	School Transport-Concessions & Post 16 bus pass: year	435.00	2.9%	435.00	
COM55 & 56	School Transport: Replacement Bus Pass	Tour operators charge plus a handling fee of £10.70	2.9%		

Contact us...

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