

**Schedule of Fees and Charges
2009/2010**

**Corporate Services and Planning Department
Schedule of Fees and Charges for 2009/2010**

Ref. No.	Unit of Charge	VAT Indicator	2008/2009 Charge at 17.5% £	2009/2010 Proposed Charge at 15% £	2009/2010 Proposed Charge at 17.5% £	Explanatory Notes	
Development Control							
1	Planning Application Fees	Various	Various	Various	Various	Statutory Charge	
2	Supply of Weekly Lists of Planning Applications	Per Annum	100.00	100.00	100.00		
<u>Search and Photocopying</u>							
3	Copies of documents (general)	First page £1.00 20p/sheet thereafter	OS	1.00	0.98	1.00	In certain circumstances supplies may be zero rated (no change in the charge)
4	Decision notices and other standard documents		OO	5.00	5.00	5.00	
5	A1 Plans / Dyeline Copies	Per Copy	OS	6.00	5.87	6.00	
6	Requests for information requiring research	Minimum Charge	OS	30.00	29.36	30.00	
7	High Hedges	Per Property (Minimum Charge)	OO	340.00	340.00	340.00	

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			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Other Planning Services							
8	Waverley Borough Local Plan - Waverley residents & organisations - Non-Waverley residents & organisations		25.00 40.00	25.00 40.00	25.00 40.00	25.00 40.00	Local Plan being superseded by LDF process
9	Local Plan - Maps - Waverley residents & organisations - Non-Waverley residents & organisations	OZ OZ	15.00 25.00	15.00 25.00	15.00 25.00	15.00 25.00	

Vat Indicator: OS = Standard
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			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £		
Democratic Representation								
<u>Annual Charges for supply of Committee Agendas</u>								
1	Meetings of Full Council		Per Copy	OZ	40.00	40.00	42.00	42.00
2	Area Planning Committees (All)		Per Copy	OZ	90.00	90.00	95.00	95.00
3	Individual Area Planning Committee		Per Copy	OZ			32.00	32.00
4	Executive		Per Copy	OZ	60.00	60.00	63.00	63.00
5	Others		Per Copy	OZ	30.00	30.00	32.00	32.00
<u>Other Charges</u>								
6	Photocopying (A4/A3) (Print Room Only)		Per Copy	OS	0.20	0.20	0.20	0.20
7	Copies of Committee Documents		Per Copy	OS	8.00	7.83	8.50	8.50
Register of Electors								
8	Electronic Data		Per 1,000 names or part thereof on each register	OO	20.00	20.00	20.00	20.00
				OO	1.50	1.50	1.50	1.50
9	Paper Data		Per 1,000 names or part thereof on each register	OO	10.00	10.00	10.00	10.00
				OO	5.00	5.00	5.00	5.00
10	Proof of Life Certificates			OO	50.00	50.00	35.00	35.00

A flat rate fee is charged plus a charge per 1,000 names on each register.

Environment Department
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			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
1	Data Protection Subject Access	OO	10.00	10.00	10.00	10.00	Statutory Maximum £10.
2	Freedom of Information/ Environmental Information Regulations	OO	By Arrangement	By Arrangement	By Arrangement	By Arrangement	

Legal Expenses

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			Charge at 17.5%	Charge at 15%	Proposed Charge at 15%	Proposed Charge at 17.5%	
			£	£	£	£	
1	LLC1 Official Search	OO	6.00	6.00	40.00	40.00	
2	Con29R (inc SCC)	OO	199.00	199.00	180.00	180.00	
3	Full Land Charges Search (inc. SCC)	OO	205.00	205.00	220.00	220.00	The fee includes LLC1
4	- Personal Searches	OO	11.00	11.00	11.00	11.00	Statutory Charge
	- Printed Part II						
5	- Enquiries Con29R listed	OO	10.00	10.00	15.00	15.00	
6	- Each additional Enquiry	OO	20.00	20.00	20.00	20.00	
7	- Search Single Part of Register	OO	-	-	4.00	4.00	
8	Search and Photocopying Legal Agreements, Searches etc.	OS	11.00	10.77	10.00	10.00	
9	Search and Photocopying A1 Plans/ Dycline Copies	OS	11.00	10.77	10.00	10.00	

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Resources Department
Schedule of Fees and Charges for 2009/2010

Ref. No.	Unit of Charge	VAT Indicator	2008/2009 Charge at 17.5% £	at 15% £	2009/2010 Proposed Charge at 15% £	at 17.5% £	Explanatory Notes
Cost of Collection							
Summons Costs							
1	Council Tax						
	on issue of summons	OO	60.00	60.00	70.00	70.00	The fees are determined
	on granting of liability order (further charge)	OO	20.00	20.00	20.00	20.00	after consultation with the
2	Business Rates						the Surrey Magistrates'
	on issue of summons	OO	80.00	80.00	100.00	100.00	Courts Committee.
	on granting of liability order (further charge)	OO	20.00	20.00	20.00	20.00	
3	Recovery of Court Costs	OO	3.00	3.00	3.00	3.00	Court Costs are recovered
							in addition to the above costs

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Ref. No.	Unit of Charge	VAT Indicator	2008/2009 Charge at 17.5% £	at 15% £	2009/2010 Proposed Charge at 17.5% £	at 15% £	Explanatory Notes
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Corporate Management

1	Sale of Statement of Accounts	Per Copy	OZ	8.00	8.00	8.00	8.00	
2	Sale of Annual Budget	Per Copy	OZ	8.00	8.00	8.00	8.00	

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Property and Development Services						
Surveyor's Fees						
1	Request from owners/occupiers to purchase additional land	OS	270.00	264.26	278.00 } }	
2	Request from owners/occupiers for the grant of a permanent easement	OS	270.00	264.26	278.00 } }	Collected in advance
3	Request for access/drainage rights	OS	270.00	264.26	278.00 } }	
4	Request for assignment of leases (where lease allows)	OS	136.00	133.11	140.00	Minimum charge
5	Request for landlord's consent for change of use/sub-letting/alterations etc. (where lease allows)	OS	109.00	106.68	112.00	Minimum charge
6	Grant of licence to use land or accessway	OS	136.00	133.11	140.00 } }	
7	Request for a tenant's reference	OS	95.00	92.98	98.00 } }	Collected in advance
8	Discharge of a covenant	OS	270.00	264.26	278.00	
9	Request for Way/leave	OS	136.00	133.11	140.00	
10	Grant/renewal of lease (where appropriate)	OS	270.00	264.26	278.00	

**Community Services Department
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			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Memorial Hall							
Main Hall							
Trade and Commercial							
1	Mon - Fri 9am - 6pm	OE	16.00	16.00	17.00	17.00	
2	Mon - Thurs 6pm - Midnight	OE	20.00	20.00	21.00	21.00	
3	Weekend	OE	40.00	40.00	40.00	40.00	
Normal Lettings							
4	Mon to Fri 9am - 6pm - Regular	OE	12.50	12.50	13.25	13.25	
5	Mon to Fri 9am - 6pm - Casual	OE	16.00	16.00	18.00	18.00	
6	Mon to Thurs 6pm - Midnight - Regular	OE	12.50	12.50	13.25	13.25	
7	Mon to Thurs 6pm - Midnight - Casual	OE	18.00	18.00	20.00	20.00	
8	Friday 6pm - Midnight	OE	19.00	19.00	20.50	20.50	Minimum period 4 hours
9	Saturday 9am - 1pm	OE	19.00	19.00	20.50	20.50	
10	Saturday 1pm - 6pm	OE	22.00	22.00	23.50	23.50	
11	Saturday 6pm - 1am (Sunday)	OE	30.00	30.00	35.00	35.00	
12	Sunday 9am - Midnight - Regular	OE	12.50	12.50	13.25	13.25	
13	Sunday 9am - Midnight - Casual	OE	20.00	20.00	22.00	22.00	
Bazaars for Local Charitable Organisations							
14	Whole Day 9am - 5pm	OE	66.00	66.00	70.00	70.00	
Bazaars for other Non Commercial Organisations							
15	Per Day	OE	95.00	95.00	98.00	98.00	
Kitchen							
16	General Use	OE	20.00	20.00	25.00	25.00	

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			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
17	Tea or Coffee only (Regular hirers)	OE	3.70	3.70	3.90	3.90	
18	Tea or Coffee only (Casual hirers)	OE			6.50	6.50	
Bar Area							
19	6 pm - Midnight	OE	14.00	14.00	15.00	15.00	
20	Clearing Up Charge	OS	11.50	11.26	12.00	12.00	
Saturday Evening Bookings							
Any Saturday evening function with a bar and/or entertainment will be charged until 1am							
Bar extensions will end at 11.30pm, entertainment must end at 11.45pm and hall must be fully vacated by 1.00am							
21	Wedding Reception All day - Saturday 8am to Sunday 1am (including kitchen and bar)	OE	555.00	555.00	700.00	700.00	Includes £50 cleaning charge
22	Saturday night cleaning charge (late night per hour)	OE	26.00	26.00	50.00	50.00	
23	Performing Rights Tariff Application only to live musical performances	OE	5% of Main Hall	5% of Main Hall	5% of Main Hall	5% of Main Hall	
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			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Miscellaneous							
1	Fairs	Day	OE	450.00	450.00	460.00	460.00
2	Medium Fairs	Day	OE	350.00	350.00	360.00	360.00
3	Small Fairs	Day	OE	200.00	200.00	210.00	210.00
4	Fairs - Setting up	Day	OE	100.00	100.00	100.00	100.00
5	Fetes	Day	OE	By Negotiation	By Negotiation	By Negotiation	5) Refundable Deposit of £100 against damage 6) etc. payable on) booking.
6	Car Boot Sales	Day	OE	120.00	120.00	125.00	125.00
7	Caravan Rallies - Per Unit	Night	OS	6.50	6.36	6.50	6.50
8	Tilford Camp Site - Per Head	Night	OS	3.00	2.94	3.00	3.00
9	Grazing Rights			By Negotiation			
10	Frensham	Day	OS	2.50	2.45	2.50	2.50
11	Common	Day	OS	1.50	1.47	1.50	1.50
12	- Coaches	Day	OS	25.00	24.47	25.00	25.00
13	- Horse Boxes	Day	OS	4.50	4.40	4.50	4.50
14	Balloon launches	Per launch	OS	50.00	48.94	50.00	50.00

Sundays & Bank Holidays
- Summer only (5 months).
(Charges increased every
other year - increased 07-08)

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			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Still Photography							
15	Advertising	OS	£1,000 - £1,500+vat	£1,000 - £1,500+vat	By Negotiation		
16	Books or Magazines	OS	£500 - £1,000+vat	£500 - £1,000+vat	By Negotiation		
Filming							
17	Feature film or Advertising film	OS	Per Day £1,500 - £2,000+vat	Per Day £1,500 - £2,000+vat	By Negotiation		
18	Set up and clear up days	OS	(or £1,000+vat	(or £1,000+vat	By Negotiation		
19	Television Drama or Comedy	OS	part £1,250 -	part £1,250 -	By Negotiation		
20	Educational (negotiable, minimum charge)	OS	thereof £1,500+vat	thereof £1,500+vat	By Negotiation		
Music							
21	Recording or video	OS	Per Day £500 -	Per Day £500 -	By Negotiation		
			(or part £1,000+vat	(or part £1,000+vat	By Negotiation		
			thereof)	thereof)	By Negotiation		
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			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Inspection and Preventative Measures							
Food							
1	Surrender Certificates for Unfit Food	OS	110.00	107.66	110.00	110.00	Food certificates, if only issued by LAs and if required to issue them by statute, are outside the scope of VAT. Food certificates are provided on request to assist with private legal cases, usually in relation to accident investigations.
2	Export Certificates for Food	OS	110.00	107.66	110.00	110.00	
3	Statement of Fact	OS	110.00	107.66	110.00	110.00	
4	Contaminated Land Enquiries	OS	160.00	156.60	160.00	160.00	
Property Inspections							
5	Property Inspections for Immigration/ Foreign Office/Visa Application purposes	OS	130.00	127.23	130.00	130.00	This is a non-mandatory service where a report is required to support an application.
6	Officer time for works in default (Subject to Statutory maximum charge of £300)	OO	55.00	55.00	57.00	57.00	Statutory - where notice recipient fails to do the work and the Council does the work and recharges it.
7	Officer time for Housing Act enforcement (Subject to Statutory maximum charge of £300)	OO	55.00	55.00	57.00	57.00	Statutory - where the Council takes enforcement action

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			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Houses in Multiple Occupation (HMO)							
8	Five yearly - per property	OO	450.00	450.00	450.00	450.00	following a preliminary notice of intent.
Swimming Pools							
9	Water Sampling	OS					By Negotiation

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			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Animal Control							
1	Contracts	OO	£65 per hr or part	£80 per hr or part	£80 per hr or part	£80 per hr or part	
2	Stray Dogs	OO	25.00	25.00	25.00	25.00	Statutory fee plus kennelling and vet's costs extra
<u>Rats and Mice</u>							
3	Domestic #	OS	50.00	48.94	60.00	60.00 #	A minimum of three visits is involved for this inclusive charge.
4	Domestic - Call out	OS	25.00	24.47	30.00	30.00	
5	Reduced Charge *	OS	25.00	24.47	30.00	30.00	
6	Reduced Charge Call out *	OS	12.00	11.74	15.00	15.00	
7	Commercial	OS	70.00	68.51	84.00	84.00	
8	Commercial - Call out	OS	35.00	34.26	42.00	42.00	
<u>Wasps</u>							
9	Domestic	OS	40.00	39.15	50.00	50.00	The reduced charge will apply to those who can demonstrate to be in receipt of Income Support, Housing Benefit, Council Tax Relief (other than sole occupancy relief) or Disability Working Allowance or Disability Living Allowance.
10	Domestic - Call out	OS	20.00	19.57	25.00	25.00	
11	Reduced Charge *	OS	20.00	19.57	25.00	25.00	
12	Reduced Charge Call out *	OS	10.00	9.79	12.50	12.50	
13	Commercial	OS	65.00	63.62	82.00	82.00	
14	Commercial - Call out	OS	35.00	34.26	44.00	44.00	
<u>Casual Treatments (Including Fleas)</u>							
15	Domestic	OS	60.00	58.72	75.00	75.00	
16	Domestic - Call out	OS	30.00	29.36	38.00	38.00	
17	Reduced Charge *	OS	30.00	29.36	38.00	38.00	
18	Reduced Charge call out *	OS	15.00	14.68	18.00	18.00	
19	Commercial	OS	65.00	63.62	82.00	82.00	
20	Commercial - Call out	OS	35.00	34.26	44.00	44.00	

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Licences						
1	Breeding Establishments	OO	217.00	217.00	230.00	Plus Vet's Fees where necessary
2	Riding Establishments - 1 to 8 Horses	OO	222.00	222.00	235.00	
3	Riding Establishments - 9 to 15 Horses	OO	340.00	340.00	360.00	
4	Riding Establishments - Over 15 Horses	OO	450.00	450.00	480.00	
5	Animal Boarding Establishments	OO	200.00	200.00	215.00	
6	Wild Animals - Vet's fees only	OO	Specified at time	Specified at time	Specified at time	Free Registration
7	Pet Shops	OO	150.00	150.00	160.00	
8	Acupuncture, Tattooing etc.	OO	107.00	107.00	115.00	
9	Acupuncture, Tattooing etc. - Premises	OO	145.00	145.00	155.00	
10	Street Trading	OO	225.00	225.00	240.00	
11	Hackney Carriage - Vehicles (not adapted)	OO	225.00	225.00	260.00	
12	Hackney Carriage - Vehicles (adapted)	OO	90.00	90.00	90.00	
13	Missed Appointments (Vehicle Test)	OO	90.00	90.00	105.00	
14	Re-testing of vehicles following failure	OS	58.72	58.72	65.00	Applies to consent & licence including one test
15	Hackney Carriage - Drivers	OO	53.00	53.00	60.00	including one test
16	Private Hire - Operators	OO	144.00	144.00	165.00	
17	Private Hire - Vehicles (not adapted)	OO	225.00	225.00	260.00	
18	Private Hire - Vehicles (adapted)	OO	90.00	90.00	90.00	
19	Private Hire - Drivers	OO	48.00	48.00	55.00	
20	Transfer of Hackney Carriage / Private Hire Licence	OO	65.00	65.00	75.00	
21	6 Month test (vehicles over 5 years)	OO	65.00	65.00	75.00	
22	Hackney Carriage and Private Hire - Initial plate and bracket deposit	OO	30.00	30.00	30.00	
23	Replacement plate bracket	OS	10.00	9.79	10.00	
24	Replacement plate & window disc	OS	15.00	14.68	15.00	
25	Replacement window pouch	OS	5.00	4.89	5.00	

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26	Gambling Act 2005 - Including lotteries, permits, premises, etc		Please see website for individual fees	Please see website for individual fees	Statutory Charge
Licensing Act 2003					
27	- Personal 10-Yearly	OO	37.00	37.00	Statutory Charge
28	- Premises Initial/Variation	OO	Various depending on rateable value	Various depending on rateable value	Statutory Charge
29	- Premises Annual Fee	OO	23.00	23.00	Certain premises are exempt ie Village Halls etc
30	- Premises DPS Variations, etc	OO	21.00	21.00	Statutory Charge
31	- Temporary Event Notice Per Event	OO			
Search and Photocopying					
32	Copies of documents (general)	OS	1.00	1.00	
			20p per sheet thereafter		
New charges approved by Licensing & Regulatory Committee					
33	- Temporary Event Notice Per Event	OO		21.00	Retained Statutory charge on rejected notices
34	- New Driver Licence Applications - Additional Fee Per Application	OO		15.00	To cover cost of interviews and knowledge tests
35	- Criminal Records Administration Fee Per Applicant	OO		10.00	Added to CRB fee for time spent on each check

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Building Control								
1	Building Control Fees	Various					Locally determined fees in accordance with the Local Government Association Building Regulations Model Scheme.	
2	<u>Search and Photocopying Enquiries (Building Control)</u>	Minimum Charge	OS	30.00	29.36	30.00	30.00	In certain circumstances supplies may be zero rated (no change in the charge)

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2009

New Table 2

Type of work	Plan charge		VAT		Inc VAT		Inspection charge		Building Notice & Reversion Charge	
	Exc VAT	VAT	VAT	Inc VAT	Exc VAT	VAT	Exc VAT	VAT	Exc VAT	Inc VAT
1	134.78	20.22	155.00	155.00	nil	nil	152.17	22.83	175.00	175.00
2	134.78	20.22	155.00	155.00	134.78	20.22	152.17	22.83	175.00	175.00
3	134.78	20.22	155.00	155.00	134.78	20.22	278.26	41.74	320.00	320.00
4	134.78	20.22	155.00	155.00	134.78	20.22	413.04	61.96	475.00	475.00
5	134.78	20.22	155.00	155.00	134.78	20.22	nil	nil	nil	nil
6	65.22	9.78	75.00	75.00	65.22	9.78	nil	nil	65.22	9.78

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			Charge at 17.5%	Charge at 15%	Proposed Charge at 15%	Proposed Charge at 17.5%	
			£	£	£	£	
Recreational Open Space							
Football							
With Pavilion							
1	Seniors	OS	63.00	61.66	64.00	65.00	
2	Juniors (& Schools at weekend)	OS	31.50	30.83	32.00	32.50	
3	Surrey County Council - Schools	OS	22.00	21.53	22.50	23.00	
4	Surrey County Council - Games Period	OS	By Negotiation		By Negotiation		
Without Pavilion							
Bunys field, Godalming & Morley Road, Farnham							
5	Seniors	OS	52.00	50.89	53.00	54.00	
6	Juniors	OS	26.00	25.45	26.50	27.00	
Rugby							
7	Seniors	OS	63.00	61.66	64.00	65.00	
8	Mini Rugby	OS	31.50	30.83	32.00	32.50	
Training							
9	Football, Rugby etc	OS	By Negotiation		By Negotiation		
Cricket - with pavilion							
10	Seniors	OS	72.00	70.47	73.00	74.00	
11	Seniors (artificial wicket)	OS	61.00	59.70	62.00	63.00	
12	Colts	OS	30.00	29.36	30.50	31.00	
13	Colts (artificial wicket)	OS	25.00	24.47	25.50	26.00	

Environment Department
Schedule of Fees and Charges 2009/2010

Ref. No.	Unit of Charge	VAT Indicator	2008/2009 Charge		2009/2010 Proposed Charge		Explanatory Notes
			£	at 15% £	£	at 15% £	
Cricket - without pavilion							
14	Seniors	OS	61.00	59.70	61.50	63.00	
15	Seniors (artificial wicket)	OS	50.00	48.94	50.50	51.50	
16	Colts	OS	26.00	25.45	26.50	27.00	
17	Colts (artificial wicket)	OS	22.00	21.53	22.50	23.00	
Tennis							
18	Seniors Per Court	OS	5.80	5.68	5.80	6.00	
19	Juniors Per Court (Up to 6pm Monday to Friday)	OS	2.90	2.84	2.90	3.00	
Bowls Club							
20	Per Green	OE	2,970.00	2,970.00	3,060.00	3,060.00	
Athletics							
21	Athletics at Woolmer Hill Sports Ground, Haslemere	OE	570.00	570.00	590.00	590.00	Artificial track provided and maintained by Athletics Club
22	Heights School - Use of Haslemere Recreation Ground	OE	10,000.00	10,000.00	10,000.00	10,000.00	

Note:

1. Juniors, Colts and Mini Rugby means up to 16 years of age except under special agreement.
2. VAT is not chargeable on certain block/seasonal bookings of sports facilities.

Vat Indicator: OS = Standard
 OE = Exempt
 OZ = Zero Rated
 OO = Outside Scope

**Community Services Department
Schedule of Fees and Charges for 2009/2010**

Ref. No.	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Explanatory Notes
			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Cemeteries							
Interment Fees - Earth Grave							
1	First Burial in Grave Space - 8ft)	380.00	380.00	390.00	390.00	
2	Subsequent Burials)	300.00	300.00	310.00	310.00	
3	Additional Depth - per foot)	100.00	100.00	100.00	100.00	
4	Child - not exceeding one month)Per	44.00	44.00	45.00	45.00	
5	Child - one month to 12 yrs)Grave	70.00	70.00	72.00	72.00	
6	Ashes)	100.00	100.00	100.00	100.00	
7	Out of Hours (hourly charge))	60.00	60.00	60.00	60.00	
8	Non-Residents of the Parish)	Fees + 100%	Fees + 100%	Fees + 100%	Fees + 100%	
Exclusive Right of Burial							
Purchase of Grave Space							
9	Earth Grave 6 x 3')	120.00	120.00	125.00	125.00	
10	Earth Grave 9' x 4')	240.00	240.00	250.00	250.00	
11	Earth Grave 9' x 8')Per	480.00	480.00	500.00	500.00	
12	Earth Grave 12' x 9')Grave	720.00	720.00	750.00	750.00	
13	Cremation Section)	70.00	70.00	72.00	72.00	
14	Non-Residents of the Parish)	Fees + 100%	Fees + 100%	Fees + 100%	Fees + 100%	
Memorial Rights							
(Grave Space must be purchased)							
15	Flat Stone (below ground level))	68.00	68.00	70.00	70.00	
16	Head Stone (maximum height 5'))	34.00	34.00	35.00	35.00	
17	Kerb Stone (maximum 7'x 3'6"))	150.00	150.00	155.00	155.00	
18	Kerb Stone exceeding either measurement)Per	175.00	175.00	180.00	180.00	
19	Removable Vase with inscription tablet, cross or other monument not over 2' high x 1'6")Grave	20.00	20.00	20.00	20.00	
20	Added Inscription after first)	Nil	Nil	Nil	Nil	

Community Services Department

Schedule of Fees and Charges for 2009/2010

Ref. No.	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Explanatory Notes
			Charge at 17.5%	Charge at 15%	Proposed Charge at 15%	Proposed Charge at 17.5%	
21	Non-Residents of the Parish)	OO	£ Fees + 100%	£ Fees + 100%	£ Fees + 100%	£ Fees + 100%	
22	Administration Discretionary Fee	OO	50.00	50.00	50.00	50.00	To be charged where excessive time spent and no other fee charged.

Vat Indicator:
 OS = Standard
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 OO = Outside Scope

Environment Department
Schedule of Fees and Charges 2009/2010

Ref. No.	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Explanatory Notes
			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Special Refuse Collection							
Standard Charge							
1	1 Item	OO	34.00	34.00	36.00	36.00	Standard charges are designed to achieve overall full recovery of the cost of these services to the Council.
2	2 Items	OO	40.00	40.00	43.00	43.00	
3	3 Items	OO	46.00	46.00	50.00	50.00	
4	4 Items	OO	52.00	52.00	57.00	57.00	
5	5 Items	OO	58.00	58.00	64.00	64.00	
6	6 - 9 Items	OO	70.00	70.00	80.00	80.00	
7	Fridges and freezers - additional charge	OO	10.00	10.00	10.00	10.00	
Reduced Charge							
8	1 Item	OO	17.00	17.00	18.00	18.00	Reduced charges are based on 50% of the standard charge and apply to persons in receipt of benefit, ie Supplementary Benefit Income Support Housing Benefit Council Tax Benefit Family Tax Credit
9	2 Items	OO	20.00	20.00	21.50	21.50	
10	3 Items	OO	23.00	23.00	25.00	25.00	
11	4 Items	OO	26.00	26.00	28.50	28.50	
12	5 Items	OO	29.00	29.00	32.00	32.00	
13	6 - 9 Items	OO	35.00	35.00	40.00	40.00	
14	Fridges and freezers - additional charge	OO	5.00	5.00	5.00	5.00	
15	Cancellation Fee	OO	10.00	10.00	10.00	10.00	

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Environment Department
Schedule of Fees and Charges 2009/2010

Ref. No.	Unit of Charge	VAT Indicator	2008/2009 Charge at 17.5% £	at 15% £	2009/2010 Proposed Charge at 15% £	at 17.5% £	Explanatory Notes
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Waste Recycling

1	Green Waste Collection		per Annum	40.00	40.00	45.00	45.00	
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Environment Department
Schedule of Fees and Charges 2009/2010

Ref. No.	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Explanatory Notes
			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Borough Hall, Godalming							
Casual Use							
Main Hall							
1	Monday - Friday 9am - 6pm	OE	32.00	32.00	34.00	34.00	
2	Monday - Thursday 6pm - Midnight	OE	40.00	40.00	42.00	42.00	
Court Room							
3	Monday - Friday 9am - 6pm	OE	26.50	26.50	28.00	28.00	
4	Monday - Thursday 6pm - Midnight	OE	34.50	34.50	36.50	36.50	
Borough Hall Complex - Block Bookings							
5	Monday - Thursday	OE	144.00	144.00	152.00	152.00	
Borough Hall Complex							
6	Friday 4pm - 6pm	OE			39.00	39.00	
7	6pm - 2am	OE			46.50	46.50	
8	Saturday 9am - 6pm	OE			39.00	39.00	
9	6pm - 2am	OE			46.50	46.50	
10	Sunday 9am - 1pm	OE			39.00	39.00	
11	1pm - 6pm	OE			39.00	39.00	
12	6pm - 2am	OE			46.50	46.50	
Extra Staff Member (Tiered seating, bar staff, support)							
13	9am - 6pm	OE			13.00	13.00	
14	6pm - midnight	OE			15.00	15.00	
15	Midnight - 2am	OE			19.00	19.00	

**Environment Department
Schedule of Fees and Charges 2009/2010**

Ref. No.	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Explanatory Notes
			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
16	10pm - 2am	OE	60.00	60.00	68.00	68.00	
Other							
17	Kitchen				50.00	50.00	
18	Mobile ovens				25.00	25.00	
19	Tiered seating				85.00	85.00	
20	Bar service (1 staff)				60.00	60.00	
21	2 Staff (for over 80 guests)				120.00	120.00	
22	Corkage				1.00	1.00	
Regular Use							
Main Hall							
23	Monday - Friday 9am - 6pm	OE	11.00	11.00	12.00	12.00	
24	Monday - Thursday 6pm - Midnight	OE	15.50	15.50	16.50	16.50	
Court Room/Bar							
25	Monday - Friday 9am - 6pm	OE	8.50	8.50	9.00	9.00	
26	Monday - Thursday 6pm - Midnight	OE	11.50	11.50	12.50	12.50	
Borough Hall Complex - Block Bookings							
27	Monday - Friday	OE			49.00	49.00	
Borough Hall Complex							
28	Friday, Saturdays & Sundays	OE			20% off	20% off	
29		OE			15% off	15% off	
30		OE			10% off	10% off	
31		OE			5% off	5% off	
32		OE			50% off	50% off	

Environment Department
Schedule of Fees and Charges 2009/2010

Ref. No.	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Explanatory Notes
			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
2008-2009 replaced charges							
Borough Hall Complex							
Friday							
33	4pm - Midnight (minimum booking 6 hours)	OE	43.00	43.00	43.00	43.00	
34	After Midnight	OE	58.00	58.00	58.00	58.00	
Saturday							
35	9am - 5pm (minimum booking 8 hours)	OE	37.00	37.00	37.00	37.00	
36	5pm - Midnight (minimum booking 7 hours)	OE	44.00	44.00	44.00	44.00	
37	After Midnight	OE	58.00	58.00	58.00	58.00	
Sunday							
38	9am - 1pm (minimum booking 4 hours)	OE	37.00	37.00	37.00	37.00	
39	After 1pm (minimum booking 6 hours)	OE	37.00	37.00	37.00	37.00	
40	After Midnight	OE	58.00	58.00	58.00	58.00	
Tiered Seating							
41	Monday - Friday 4pm - midnight	OE	75.00	75.00	75.00	75.00	
42	Saturday - Sunday 8am - 6pm	OE	80.00	80.00	80.00	80.00	
43	Saturday - Sunday 4pm - 2am	OE	100.00	100.00	100.00	100.00	
Other Rooms							
44	Monday - Friday 9am - 6pm	OE	5.20	5.20	5.20	5.20	
45	Monday - Friday 9am - 6pm	OE	13.00	13.00	13.00	13.00	
46	Monday - Thursday 6pm - Midnight	OE	10.00	10.00	10.00	10.00	
47	Monday - Thursday 6pm - Midnight	OE	17.00	17.00	17.00	17.00	
Restaurant							
48	Monday - Thursday 4pm - 10pm	OE	14.00	14.00	14.00	14.00	

Environment Department
Schedule of Fees and Charges 2009/2010

Ref. No.	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Explanatory Notes
			Charge at 17.5% £	Charge at 15% £	Proposed Charge at 15% £	Proposed Charge at 17.5% £	
Miscellaneous							
49	Friday - Sunday	OE		Normal Charge			Block bookings for Godalming Operatic and Music Festival. Applies to all Lettings. See Conditions
50	Monday - Sunday Midnight onwards	OE	58.00	58.00			

Notes:

- i) The court room, when used as a bar for social functions, will be closed at 11pm and cleared by 11.30pm.
- ii) The above schedule excludes the Cinema which is shown below.
- iii) Nursery School £245 per week.
- iv) Cancellation of a booking will incur a loss of the deposit paid. Cancellation of a booking within 28 days of the booked date will incur total cost of the booking to be levied.
- v) A cash deposit of £1,000 will be secured on any public function and an insurance indemnity of £2,000,000 required.
- vi) An insurance indemnity certificate of £1,000,000 is required on all bookings.
- vii) A negotiation of rates chargeable can be made in circumstances beneficial to the Council and the client especially on regular use.
- viii) Bar facilities from 7pm - 11pm are part of the bookings for our clients if required.
- ix) Clients are not allowed to operate their own bar unless special permission and conditions apply.
- x) The premises must be cleared by the client and their guests by midnight.
- xi) Catering for large social functions will not be allowed to be carried out by the client unless special permission and conditions apply.
- xii) The Borough Hall complex is a non-smoking area.

Cinema

51	Adult	OS	6.20	6.07	6.50	6.50
52	Senior/Child	OS	5.40	5.29	5.70	5.70

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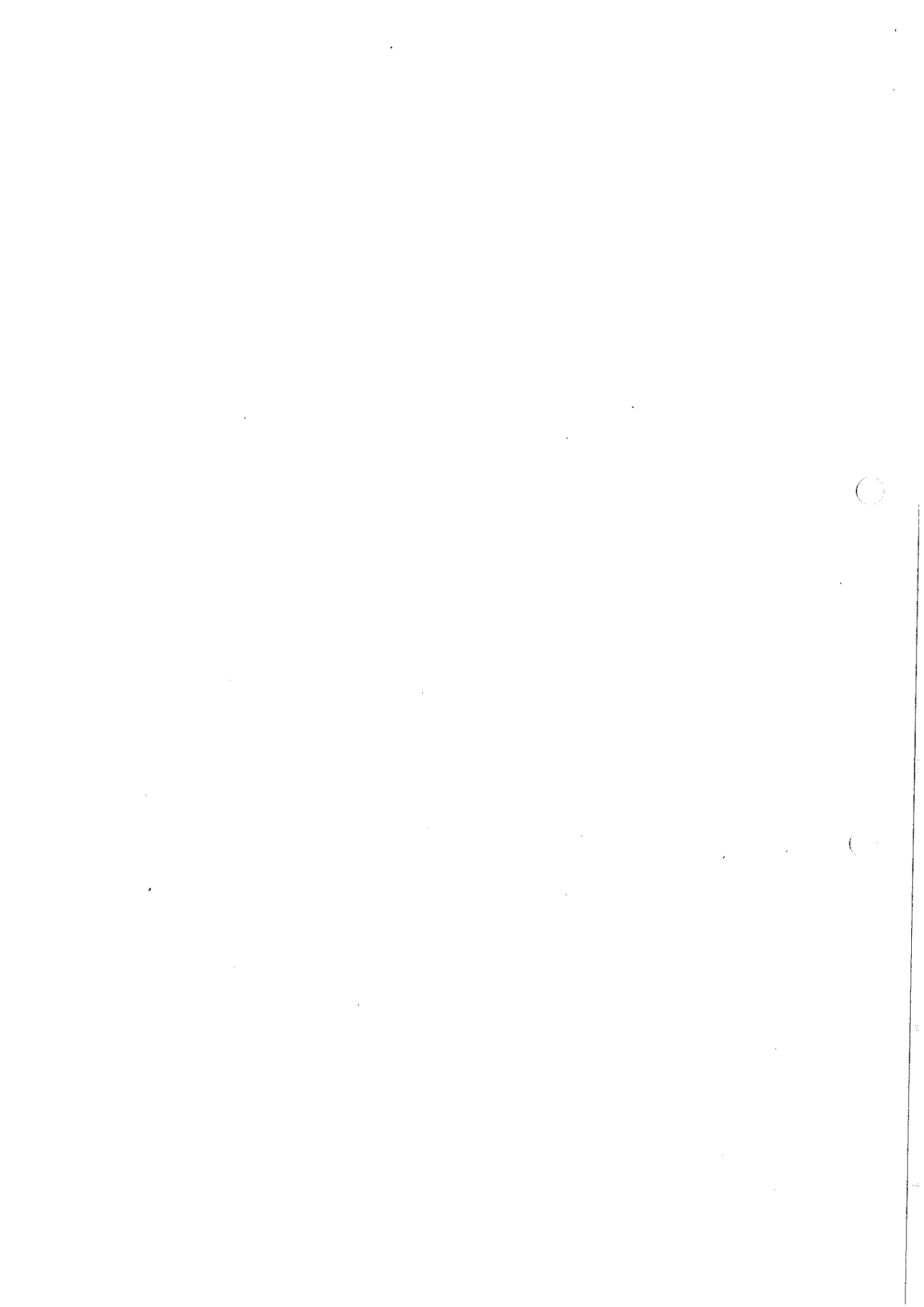
**Community Services Department
Schedule of Fees and Charges for 2009/2010**

Ref. No.	Unit of Charge	VAT Indicator	2008/2009 Charge at 17.5% £	2009/2010 Proposed Charge at 15% £	2009/2010 Proposed Charge at 17.5% £	Explanatory Notes
1	Meals on Wheels					
	- Complete meal (main course and pudding)					£3.10 - operated and charged by the WRVS
Central Communications						
1	Private Dwellings	OS	4.94	4.83	4.95	4.95
						Unit Per Week
2	Existing subsidised customers	OS	2.70	2.64	2.88	2.88
						Unit Per Week
3	Housing Revenue Account Dwellings	OS	3.50	3.50	3.50	3.50
						Unit Per Week
4	Housing Associations					Contracts and pricing individually agreed
Vat Indicator: OS = Standard OE = Exempt OZ = Zero Rated OO = Outside Scope						
						Overall charge of £195,000

**Community Services Department
Schedule of Fees and Charges for 2009/2010**

Ref. No.	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Explanatory Notes
			Charge at 17.5% £	at 15% £	Proposed Charge at 15% £	at 17.5% £	
Housing Revenue Account							
Supervision and Management Special							
1	Guest Rooms - E P Units - Single	OS	Per Night 10.00	9.79	10.00	10.00	
2	Guest Rooms - E P Units - Double	OS	Per Night 15.00	14.68	15.00	15.00	
3	Community Rooms - Residents	OE	Session 12.00	12.00	12.50	12.50	3) Sessions 10am - 1pm 2pm - 5pm
4	Community Rooms - Non Resident	OE	Session 30.00	30.00	32.00	32.00	4) 7pm - 10pm

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Car Parks
Review of Fees and Charges
2009/2010

**Community Services Department
Review of Fees and Charges For 2009/2010**

Ref. No.	Number of Spaces	Unit of Charge	VAT Indicator	2008/2009 Charge £	2009/2010 Charge £	Est annual Income 2008/2009 £	Est annual Income 2009/2010 £	Details
Car Parks								
Godalming								
1	318	Per hour	00	0.60	0.60	340,000	340,000	
2	60	First hour Up to 2 hours per hour thereafter	00	0.70	0.70	110,000	110,000	
3	27		00	1.50	1.50	55,000	55,000	
4	32		00	1.00	1.00	55,000	55,000	
5	123					5,000	5,000	
6	32	Per hour	00	0.50	0.50	35,000	35,000	
7	60					50,000	50,000	
8	51	Up to 2 hours Over 2 hours	00 00	0.50 2.50	0.50 2.50	8,000	8,000	
9	36	Up to 2 hours Over 2 hours	00 00	0.50 3.50	0.50 3.50	22,000	22,000	
						<u>£680,000</u>	<u>£680,000</u>	

**Community Services Department
Review of Fees and Charges For 2009/2010**

Ref. No.	Number of Spaces	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Est annual Income		Details	
				Charge	£	Charge	£	2008/2009	2009/2010		£
Farnham											
10	272	First hour Up to 2 hours per hour thereafter	00	0.70	0.70	0.70	410,000	410,000	410,000		
11	236	First hour Up to 2 hours Third Hour Fourth Hour per hour thereafter	00	0.70	0.70	1.50	1.00	1.00	360,000	360,000	
12	220	Per hour	00	0.60	0.60	0.60	210,000	210,000	210,000	* Maximum stay 4 hours	
13	209	Per hour	00	0.50	0.50	0.50	140,000	140,000	140,000		
14	245		180,000				180,000	180,000			
15	354		190,000				190,000	190,000			
16	83	Up to 2 hours	00	0.60	0.60	0.60	28,000	28,000	28,000		
17	59	Over 2 hours	00	3.00	3.00	3.00	22,000	22,000	22,000		
18	100	Up to 2 hours Over 2 hours	00	0.50	0.50	0.50	10,000	10,000	10,000		
								£1,550,000	£1,550,000	£1,550,000	

**Community Services Department
Review of Fees and Charges For 2009/2010**

Ref. No.	Number of Spaces	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Est annual Income		Details
				Charge £	Charge £	Charge £	Charge £	2008/2009 £	2009/2010 £	
Haslemere										
19	164	Per hour	00	0.60	0.60	0.60	0.60	190,000	190,000	
20	132	Per hour All day	00 00	0.50 3.50	0.50 3.50	0.50 3.50	0.50 3.50	75,000	75,000	
21	169	Up to 2 hours Over 2 hours	00 00	0.50 3.50	0.50 3.50	0.50 3.50	0.50 3.50	120,000	120,000	
22	50	Up to 2 hours Over 2 hours	00 00	0.50 3.50	0.50 3.50	0.50 3.50	0.50 3.50	20,000	20,000	
								<u>£405,000</u>	<u>£405,000</u>	
Cranleigh										
23	320	Per hour All day	00 00	0.50 3.00	0.50 3.00	0.50 3.00	0.50 3.00	190,000	190,000	
24	210	Per hour All day	00 00	0.50 3.00	0.50 3.00	0.50 3.00	0.50 3.00	180,000	180,000	
								<u>£370,000</u>	<u>£370,000</u>	

**Community Services Department
Review of Fees and Charges For 2009/2010**

Ref. No.	Number of Spaces	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Est annual income		Details	
				Charge	£	Charge	£	2008/2009	2009/2010		£
Season Tickets											
		<u>Godalming</u>									
25		Crown Court	OO	900.00	900.00	900.00	34,000	34,000			
26		Croft Road	OO	900.00	900.00	4,500	4,500	4,500			
27		Meadrow	OO	560.00	560.00	2,000	2,000	2,000			
28		North Street	OO	790.00	790.00	3,500	3,500	3,500			
		<u>Farnham</u>									
29		Waggon Yard	OO	900.00	900.00	45,000	45,000	45,000			
30		Upper Hart	OO	900.00	900.00	52,000	52,000	52,000			
31		St James	OO	670.00	670.00 }	26,000	26,000	26,000			
32		Riverside 1	OO	670.00	670.00 }						
33		Riverside 2	OO	560.00	560.00	6,000	6,000	6,000			
		<u>Haslemere</u>									
34		High Street (strictly limited)	OO	900.00	900.00	7,000	7,000	7,000			
35		Chestnut Avenue	OO	790.00	790.00	17,000	17,000	17,000			
36		Tanners Lane	OO	790.00	790.00 }	17,000	17,000	17,000			
37		Weydown Road	OO	790.00	790.00 }						
		<u>Cranleigh</u>									
38		Stocklund Square	OO	670.00	670.00 }	3,000	3,000	3,000			
39		Village Way	OO	670.00	670.00 }						
40		Residents' Parking Season Ticket	OO	250.00	250.00	3,000	3,000	3,000		Includes Saturdays	
							<u>£220,000</u>	<u>£220,000</u>			

NOTE : Half-yearly season tickets available subject to 10% addition to cover administration costs etc.

**Community Services Department
Review of Fees and Charges For 2009/2010**

Ref. No.	Number of Spaces	Unit of Charge	VAT Indicator	2008/2009 Charge £	2009/2010 Charge £	Est annual Income 2008/2009 £	2009/2010 £	Details
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Monthly season tickets to be introduced from 1.4.09 subject to 15% addition to cover administration.

Community Services Department
Review of Fees and Charges For 2009/2010

Ref. No.	Number of Spaces	Unit of Charge	VAT Indicator	2008/2009		2009/2010		Est annual income		Details
				Charge £	Charge £	Charge £	Charge £	2008/2009	2009/2010	
Penalty Charges										
		No Ticket Displayed								
41		- If paid within 14 days	00	25.00	25.00	25.00				
42		- If paid after 14 days	00	50.00	50.00	50.00				
43		- After issue of charge certificate	00	75.00	75.00	75.00				
		Expired ticket in correct charging period								
44		- If paid within 14 days	00	25.00	25.00	25.00				
45		- If paid after 14 days	00	50.00	50.00	50.00		190,000	200,000	
46		- After issue of charge certificate	00	75.00	75.00	75.00				
		Parked causing an obstruction/parked in a restricted area/ parked in a space designated for disabled people								
47		- If paid within 14 days	00	35.00	35.00	35.00				
48		- If paid after 14 days	00	70.00	70.00	70.00				
49		- After issue of charge certificate	00	105.00	105.00	105.00				
		Parked beyond the bay markings/other lower level contraventions								
50		- If paid within 14 days	00	25.00	25.00	25.00				
51		- If paid after 14 days	00	50.00	50.00	50.00				
52		- After issue of charge certificate	00	75.00	75.00	75.00				
								£190,000	£200,000	

**Community Services Department
Review of Fees and Charges For 2009/2010**

Ref. No.	Number of Spaces	Unit of Charge	VAT Indicator	2008/2009 Charge £	2009/2010 Charge £	Est annual Income 2008/2009 £	Est annual Income 2009/2010 £	Details
Contract Parking								
<u>Godalming</u>								
53	20	Year	OO	990.00	990.00	17,000	17,000	Mon to Sat
54	40	Year	OO	990.00	990.00	34,000	34,000	Mon to Sat
<u>Farnham</u>								
55	4	Year	OO	990.00	990.00	4,000	4,000	Mon to Sat
56	10	Year	OO	990.00	990.00	4,000	4,000	Mon to Sat
						£55,000	£55,000	
						£3,470,000	£3,480,000	

Vat Indicator: OS = Standard (based on 15%)
 OE = Exempt
 OZ = Zero Rated
 OO = Outside Scope