

# **FEES AND CHARGES**

## **2013/14**

Fees and Charges are effective from 1 January 2013 unless otherwise stated

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## VAT FOREWORD

- 1 All charges in 2013/14 include VAT where applicable. The VAT Code is per the list below.  
S – Standard rate  
O – Non business  
E – Exempt  
Z – Zero rated  
The Standard Rated VAT charge changed from the 1st January 2011 to a rate of 20.0%.
- 2 All charges are effective from 1st January 2013 unless otherwise stated.

### VAT. LICENCES TO OCCUPY LAND; LETTING OF SPORTS FACILITIES

Exemption from VAT may be applicable under the following circumstances:

A Single lets

Each single let is for a continuous period of over 24 hours to the same person, the person to whom they are let having exclusive control of the facilities throughout the let.

OR

B Series of Lets

All of the following criteria must be satisfied before exemption can apply:

The series consists of 10 or more individual sessions of the same sport or activity, each session being in the same place, and the interval between each session is at least a day and not more than 14 days

The series is to be paid for as a whole, and there is clear evidence of this, whether or not the right to use the facility for any specific session is actually exercised, a formal agreement, exchange of letters, or an invoice issued in advance requiring payment for the sessions specified on the invoice would be sufficient evidence.

Refund for the non-availability of the facility by the Council would not invalidate this condition but provision for a refund in other circumstances would; and the facilities are let out to a school, club, association or organisation representing affiliated clubs or constituent associations; and the person to whom the facilities are let has exclusive use of them during the sessions.

It is not necessary to book the same pitch to qualify for exemption, provided it is within the same recreation ground. Any further bookings in addition to those specified in the formal agreement will be standard-rated and subject to VAT.

#### VAT on Organised School Visits

The letting of facilities to a local education authority school falls within these rules of exemption and is not outside the scope of VAT under the provisions of the Local Authorities (Goods and Services) Act 1970.

**CASUAL LETTINGS OF LAND**Fee VAT  
£**USE OF COUNCIL LAND**

Commercial Fairs etc	Per day (see note 1)	See Below	E
Overnight Parking	Setting up	See Below	E
Charitable Organisation Functions	(see note 2)	See Below	E
Caravan and Camping	Per Caravan per night	8.80	S
	Per Tent per night	5.00	S
Trailer (with Boat)	Per day	4.20	S

**Notes**

1. Price includes water, fencing and reinstatement.
2. No charge for Charitable Organisations except, where appropriate, for costs incurred by the Council
3. Other relevant sites by negotiation with the Head of Economic Prosperity, Tourism and Culture.
4. Charges for casual lettings of land are generally exempt from VAT unless a specific option to tax has been exercised on the land in question. In the latter case, where the letting is for charitable purposes vat would not apply.
5. Organisers should have insurance cover where appropriate.
6. Parking charges are by negotiation with the Head of Economic Prosperity, Tourism and Culture.

**For events up to 2,500 persons - per day**

Charitable events organised by Registered Charities	110.00
Non-commercial and Community events	220.00
Commercial Events	550.00

**For events above 2500 persons - per day**

Charitable events organised by Registered Charities	220.00
Non-commercial and Community events	440.00
Commercial Events	1,100.00

**Re-instatement Fees for non-charitable events**

A deposit equivalent to the daily hiring fee, refundable after any works and land reinstatement costs incurred by the Council have been deducted.	Directly related to the number of days for which the land is hired.
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**Fees for Charitable and Gosport based Community Events**

These may be waived subject to receiving Board approval.

On 26th November 2008 - Full Council agreed:-

Stokes Bay area to be divided into 3 sections, The Arena, land to the east of Military Road and land to the west of The Arena behind the Sailing Club and each section to be charged separately at 100% of the fee set at all times.

<b><u>PUBLIC CONVENIENCES</u></b>		<b>Fee</b>	<b>VAT</b>
		<b>£</b>	
Radar Key	For disabled public conveniences	5.00	O

<b><u>ALLOTMENTS</u></b>		<b>Jan-Dec'13</b>	<b>Jan-Dec'14</b>	<b>VAT</b>
		<b>Fee</b>	<b>Fee</b>	
		<b>£</b>	<b>£</b>	
Cost per Rod	(approx 25.29m <sup>2</sup> ) Inclusive of water	4.10	5.00	O

<b><u>DAY HUTS</u></b>		<b>Fee</b>	<b>VAT</b>
		<b>£</b>	
<b><u>DAY HUTS</u></b>			
Annual Charge	Residents	780.00	S
	Other Concessions (Over 60's & under 18's)	590.00	S
	Disabled	495.00	S
Weekly Charge	Disabled Residents only	17.00	S
One hut is available for weekly hire at Stokes Bay.			
<b><u>DAY HUT SITES</u></b>			
Annual Charge	Residents	270.00	S
	Other Concessions (Over 60's & under 18's)	185.00	S
	Disabled	150.00	S

**WILDGROUNDS NATURE RESERVE****Fee VAT  
£****PERMIT ACCESS**

Day Ticket	Adult	1.60	S
	Concessions (Disabled, Over 60's & under 18's)	1.30	S
Monthly Permit *	Adult	4.30	S
	Concessions (Disabled, Over 60's & under 18's)	2.80	S
* 150 permits per month March to October 300 permits per month July to August			
School Parties	Non-Gosport	26.00	E
	Gosport	No Charge	
Guided Walks Weekly (May - July)	Adult	3.40	E
	Concessions (Disabled, Over 60's & under 18's)	2.10	E
	Family - 2 Adults & up to 3 children	8.20	E
	Groups & Organisations (Groups up to 20 people)	28.00	E

**Notes**

1. Children under the age of 5 are admitted free

<b><u>SPORTS</u></b>		<b>Concession</b>	<b>Fee</b>	<b>VAT</b>
		<b>£</b>	<b>£</b>	
<b><u>BOWLS</u></b>				
Per player per hour	Adult	3.20	4.00	S
Bowls and Slip Hire			3.00	S
<b><u>CRICKET</u></b>				
Privett No 1	Adult	44.00	68.00	S
	Weekdays after 6 pm	33.00	52.00	S
Other Sites	Adult	37.50	58.00	S
	Weekdays after 6 pm	27.50	45.00	S
Synthetic Wicket (Gosport Park)	Adult	28.50	46.00	S
	Weekdays after 6 pm	22.00	33.00	S
<b><u>FOOTBALL</u></b>				
Privett Park	Gosport Clubs	75.00	120.00	S
	Outside Users	110.00	175.00	S
	Use of Floodlights	40.00	62.00	S
All Other Sites		33.00	52.00	S
Sites without shower facilities		27.50	42.00	S
Sites without changing facilities		20.00	31.00	S
Training Pitch / Dressing Rooms			20.00	S
Net Pins			0.65	S
<b><u>MINI SOCCER</u></b>				
Per match			16.00	S
Half day per pitch			34.00	S
<b><u>RUGBY</u></b>				
Gosport Park	Adult	33.00	52.00	S
Dressing Rooms (separate use)			21.00	S
Refreshment Rooms (separate use)			11.00	S
<b><u>Notes</u></b>				
1. The above hire charges include use of dressing rooms where these are available.				
2. Double Banked football hire will be 150% of the normal hire charge.				
3. VAT exemption for Seasonal Hires complying with Customs & Excise conditions.				
4. Concessionary rates apply for the disabled, over 60's and under 18's.				
5. Charges for tournaments to be by negotiation with the Community & Customer Services Manager.				

**CEMETERY**

**Fee VAT  
£**

**ANN'S HILL CEMETERY**

Fees, payments and sums fixed and settled in accordance with the provisions of the Local Government Act 1972

**EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES - GOSPORT RESIDENT \*\***

Provision of new grave (Post 01/04/1992) - obligatory	432.00	O
Interment into Existing Site (Pre 01/04/1992) - obligatory	80.00	O
Provision of a Cremated Remains Plot (Post 01/04/1992) - obligatory	80.00	O
Provision of Grave for child	No Charge	

**INTERMENTS**

The fees for interment include the digging of the grave to a depth sufficient for two interments and re-turfing after burial.

For the Interment

(i) of the body of a still born child, or of a child whose age at the time of death did not exceed 12 years	No Charge	
(ii) of the body of a person whose age at the time of death exceeded 12 years	470.00	O

For any interment in a walled grave or vault	At Cost	O
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Interment - Cremated Remains (subject to depth not exceeding 91.4cm (3ft) otherwise normal interment charge will apply, no charge for a child)	144.00	O
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**CEMETERY (CONTINUED)**Fee VAT  
£**MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS**

For the right to erect or place on a grave or vault a headstone not exceeding 91.4cm (3ft) in height by 91.4cm (3ft) in width by 30.4cm (1ft) in depth or 76.2cm (2ft 6in) x 60.9cm (2ft) x 30.4cm (1ft)

Adult	130.00	O
Child	No Charge	

For the right to erect or place on a grave or vault in respect of which the exclusive right of burial has been granted - kerbstones or flatstones

(a) enclosing a space not exceeding 2.1m by 91.4cm (7ft by 3ft)	145.00	O
(b) enclosing a space not exceeding 2.1m by 1.8m (7ft by 6ft)	290.00	O
(c) tablets not exceeding 350mm x 450mm x 25mm	37.00	O

The fees indicated in this section include the first inscription.

For each inscription after the first a fee is payable 25.00 S

**Annual Maintenance**

Trimming Grass	54.00	O
Planting and Trimming Grass	70.00	O
Planting (Spring and Summer only)	60.00	O

**Miscellaneous Items**

Search in Burial Register (per burial entry)	7.50	O
Certificate of Burial	15.00	O
Use of Chapel	65.00	O
Exhumations	At Cost	S

**Notes**

\*\* The fees indicated above include the Deed of Grant and all the expenses thereof  
Metric to imperial conversions are approximate

**CONTROL OF STRAY DOGS**

		Fee £	VAT
Statutory charge	per dog	25.00	O
Kennelling fees	up to 7 days	100.00	O
Microchipping of dogs	per dog	10.00	S
	each additional dog at the same address	5.00	S
Dog Bags	per packet of 60	2.00	S

**Notes**

1. Statutory charge is as per the 'Environmental Protection (Stray Dog) Regulations 1992' and is payable before the dog is released.
2. Additional fees may be charged for costs incurred by the Council including legal fees incurred due to non-payment.

**REFUSE COLLECTIONS**

		Fee £	VAT
Special Collections			
Collection, loading and disposal (per hour)		**	
** To be negotiated by the Council with the contractor (plus administration costs)			
Domestic Clinical Waste Collection	Provide and disposal of yellow bags	No charge	
Provide 'Sharps' and disposal	4 litre capacity	No charge	
	7 litre capacity	No charge	
Removal of Bulk Refuse	1 Item	23.50	O
	2 Items	37.00	O
	3 to 5 Items	55.00	O
	Over 5 items	By Arrangement	O
	Residents receiving benefit (Note 1)	50% of above	O
Garden Refuse	per green sack	1.60	O
	per green sack - OAP	1.20	O
Replacement wheeled bin (notes 2 and 3)		25.00	O
Roll of 10 replacement black sacks (note 3)		1.50	O

**Notes**

1. Resident in receipt of Personal Independence Payments, Universal Credit, State pension
2. Unless the replacement is for a bin which has been stolen and a Crime Reference Number is provided
3. The charges for replacement wheeled bins and black sacks are to take effect from 18 November 2013

**ABANDONED / UNWANTED VEHICLES**

	<b>Fee £</b>	<b>VAT</b>
Removal of Unwanted Vehicles	75.00	S
Removal of Commercial Vehicles	At Cost	S
Removal of Caravans and Trailers	140.00	S
Storage of Unwanted Vehicle - per day	20.00	S
Statutory Charges for Abandoned Vehicles - Example		
Removal of Abandoned Vehicle (Table 1 Regulation 4 - 2.2)	150.00	O
Storage of Abandoned Vehicle - per day (Table 2 Regulation 5 - 2.2)	20.00	O

Fee type: Statutory - Removal, Storage & Disposal of Vehicle (Prescribed Sums & Charges) Regulations 2008 as amended.

A full schedule of charges for each different vehicle type can be found at the Office of Public Sector Information Website [www.opsi.gov.uk](http://www.opsi.gov.uk).

<b><u>CAR PARKS</u></b>		<b>Fee</b>	<b>VAT</b>
<b><u>PAY AND DISPLAY CHARGES</u></b>		<b>£</b>	
Mumby Road (Bus Station)			
	Per hour	0.80	0
	Over 5 hours (per day)	5.00	0
Trailers and Parking Permits (other than Medical Permits) are not allowed			
Motor Vehicles:			
Long Stay (Town Centre, Lee-on-Solent, Stokes Bay, Hardway Slipway)			
	Per hour	0.70	0
	Over 5 hours (per day)	4.00	0
Two Hour Car Parks (Town Centre and Lee-on-Solent)			
	First hour	0.30	0
	Up to 2 hours	0.60	0
Trailers and Parking Permits (other than Medical Permits) are not allowed			
Three Hour Car Park (Lee-on-Solent)			
	Per hour	0.60	0
	Marine Parade No 1 & 2		
Trailers (where permitted) - same charge as motor vehicle.			
Coaches - per hour	Only permitted in prescribed car parks	3.60	0
Motorcycles		Free	
Commercial Vehicles (over 3.5 tonnes GVW) parked in Mumby Road Lorry Park		Free	
Parking Charge Notices			
	Payment within 7days	45.00	0
	Payment after 7 days	65.00	0

**CAR PARKS (CONTINUED)****Fee VAT  
£****PERMITS**

General Public	Annual Permit	400.00	0
	6 Month Permit	210.00	0
	3 Month Permit	110.00	0
	1 Month Permit	40.00	0

Gosport & Lee Town Centre Residents Permits 60.00 0

Available only to residents living in specific areas of the town centres and for use in the specified long stay car parks only

Medical (Local Surgeries) 10.00 0

Seafront 60.00 0

Bay House School - No. 2 Battery East (term time only) 1,200.00 0

**Notes**

1. All drivers of vehicles with a trailer will be responsible for the payment of the trailer charge.

<b><u>LICENCES AND REGISTRATIONS</u></b>		<b>Fee</b>	<b>VAT</b>
		<b>£</b>	
Sex Establishment			
	New	6,625.00	0
	Renewal	3,494.00	0
	Transfer	3,494.00	0
Motor Salvage Operator			
	New	78.00	0
	Renewal	78.00	0
	Certified Copy	13.50	0
Tattooing, Acupuncture, Ear/Body Piercing, Electrolysis			
	Premises	75.00	0
	Person	64.50	0
Riding Establishments per Horse (+ vet fees)		122.00	0
Pet Shop		122.00	0
Animal Boarding Establishment		122.00	0
Dangerous Wild Animals		122.00	0
Dog Breeding Establishments		122.00	0
Street Collections		No Charge	
House to House Collections		No Charge	
Caravan Site Licence		No Charge	
Zoo Licence		On Request	
Scrap Metal Dealer Registration		No Charge	
Tables and Chairs			
	New	275.00	0
	Renewal	165.00	0

**PRIVATE HIRE DRIVERS / HACKNEY CARRIAGE DRIVERS TEST**

	<b>Fee</b>	<b>VAT</b>
	<b>£</b>	
Hackney Carriage Geography Test	20.00	O
Private Hire		
Operator	251.00	O
Vehicle	251.00	O
Driver	89.00	O
Driver - 3 Year Licence	220.00	O
Hackney Carriage		
Vehicle	251.00	O
Driver	89.00	O
Driver - 3 Year Licence	220.00	O
Private Hire & Hackney Carriage driver (both licences)	122.00	O
Private Hire & Hackney Driver - 3 Year Licence	310.00	O
Driver and Vehicle Licensing Agency check (annual licence holders to coincide with triennial criminal record check) *	5.75	O
Hackney Carriage/Private Hire Driver's 2nd Licence	33.00	O
Criminal record check - paid to GBC *	44.00	O
Issue of a replacement Hackney Carriage or Private Hire :		
Driver's Photo Badge.	16.00	O
Vehicle Windscreen Badge.	21.00	O
Vehicle External Plate.	21.00	O

**Notes**

\* Amount charged by the external agency to the Council, and may be subject to revision during the year.

**LICENSING ACT 2003 AND GAMBLING ACT 2005 PUBLIC REGISTERS**Fee VAT  
£

Single Entry copy of a Premises Licence	5.00	O
Single Copy of an Application Form for a Premises Licence	13.00	O
Single Premises Category (eg Takeaways)	62.00	O
Whole Register of each single Act, e.g. Licensing Act 2003	202.00	O

**LICENSING ACT 2003 (STATUTORY FEES)**

VAT

**MAIN FEE LEVELS****BAND**

	A	B	C	D	E	
	£	£	£	£	£	
Non domestic rateable value	0 to 4,300	4,301 to 33,000	33,001 to 87,000	87,001 to 125,000	125,001 plus	
<b>Premises licences</b>						
New application & variation	100.00	190.00	315.00	450.00	635.00	O
Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D & E only)	N/A	N/A	N/A	x2 (£900)	x 3 (£1,905)	O
<b>Annual charge</b>	70.00	180.00	295.00	320.00	350.00	O
Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D & E only)	N/A	N/A	N/A	x2 (£640)	x3 (£1050)	O
<b>Club premises certificates</b>						
New application and variations	100.00	190.00	315.00	450.00	635.00	O
Annual Charge	70.00	180.00	295.00	320.00	350.00	O

There are additional fees for premises licence applications, and the annual fee for exceptionally large scale events (5,000+), unless certain conditions apply. Consult the Licensing department

**OTHER STATUTORY LICENSING FEES**

	<b>Fee</b>	<b>VAT</b>
	<b>£</b>	
Application for the grant or renewal of a personal licence	37.00	0
Temporary event notice	21.00	0
Replacement of stolen, lost, etc licence or summary	10.50	0
Application for a provisional statement where premises being built etc.	315.00	0
Notification of change of name or address	10.50	0
Application to vary licence to specify individual as premises supervisor	23.00	0
Application for transfer of premises licence	23.00	0
Interim authority notice following death etc. of licence holder	23.00	0
Replacement of stolen, lost, etc, certificate or summary	10.50	0
Notification of change of name or alteration of rules of club	10.50	0
Change of relevant registered address of club	10.50	0
Replacement of stolen, lost, etc, Temporary Event Notice	10.50	0
Replacement of stolen, lost, etc, Personal Licence	10.50	0
Notification change of name or address	10.50	0
Right of freeholder to be notified of licensing matters	21.00	0
Minor Variations	89.00	0

**GAMBLING ACT 2005 (STATUTORY FEES)****VAT****PREMISES LICENCES**

	New Application £	Annual Fee £	Variation £	Transfer £	Re-Instatement £	
Existing Casinos	N/A	N/A	2,000.00	1,350.00	1,350.00	O
New Small Casino	8,000.00	5,000.00	4,000.00	1,800.00	1,800.00	O
New Large Casino	10,000.00	10,000.00	5,000.00	2,150.00	2,150.00	O
Regional Casino	15,000.00	15,000.00	7,500.00	6,500.00	6,500.00	O
Bingo Club	3,500.00	1,000.00	1,750.00	1,200.00	1,200.00	O
Betting Premises (excluding tracks)	3,000.00	600.00	1,500.00	1,200.00	1,200.00	O
Tracks	2,500.00	1,000.00	1,250.00	950.00	950.00	O
Family Entertainment	2,000.00	750.00	1,000.00	950.00	950.00	O
Adult Gaming Centres	2,000.00	1,000.00	1,000.00	1,200.00	120.00	O

	Application for Provisional Statement £	Licence Application (provisional Statement holders) £	Copy Licence £	Notification of Change £	
Existing Casinos	N/A	N/A	25.00	50.00	O
New Small Casino	8,000.00	3,000.00	25.00	50.00	O
New Large Casino	10,000.00	5,000.00	25.00	50.00	O
Regional Casino	15,000.00	8,000.00	25.00	50.00	O
Bingo Club	3,500.00	1,200.00	25.00	50.00	O
Betting Premises (excluding tracks)	3,000.00	1,200.00	25.00	50.00	O
Tracks	2,500.00	950.00	25.00	50.00	O
Family Entertainment Centres	2,000.00	950.00	25.00	50.00	O
Adult Gaming Centres	2,000.00	1,200.00	25.00	50.00	O

**PERMITS**

	Application Fee £	Annual Fee £	Renewal Fee £	Transitional Application Fee £	
Family Entertainment Centre Gaming Machine	300.00	N/A	300.00	100.00	O
Prize Gaming	300.00	N/A	300.00	100.00	O
Alcohol Licenced Premises - Notification of 2 or less machines	50.00	N/A	N/A	N/A	O
Alcohol Licenced Premises - Notification of more than 2 machines	150.00	50.00	N/A	100.00	O
Club Gaming Permit	200.00	50.00	200.00	100.00	O
Club Gaming Machine Permit	200.00	50.00	200.00	100.00	O
Club Fast-Track for Gaming Permit or Gaming Machine Permit	100.00	50.00	100.00	100.00	O
Small Society Lottery Registration	40.00	20.00	N/A	N/A	O

**GAMBLING ACT 2005 (STATUTORY FEES) (CONTINUED)****VAT****MISCELLANEOUS PERMIT FEES**

	Change of Name £	Copy of Permit £	Variation £	Transfer £	
Family Entertainment Centre Permits	25.00	15.00	N/A	N/A	O
Prize Gaming Permits	25.00	15.00	N/A	N/A	O
Alcohol Licenced Premises - Notification of 2 or less machines	N/A	N/A	N/A	N/A	O
Alcohol Licenced Premises - Notification of more than 2 machines	25.00	15.00	100.00	25.00	O
Club Gaming Permit	N/A	15.00	100.00	N/A	O
Club Gaming Machine Permit	N/A	15.00	100.00	N/A	O
Small Society Lottery Registration	N/A	N/A	N/A	N/A	O

**MARKETS**

			Fee £	Fee £	VAT
		<u>Frontage</u>	<u>Regular</u>	<u>Casual</u>	
Gosport Market Tuesday	Up to	4.5m (15ft) pitch	22.50	30.00	E
		6m (20ft) pitch	30.00	40.00	E
		7.6m (25ft) pitch	37.50	45.00	E
		9.1m (30ft) pitch	45.00	55.00	E
		12.2m (40ft) pitch	60.00	70.00	E
Gosport Market Saturday	Up to	3m (10ft) pitch	27.50	35.00	E
		4.6m (15ft) pitch	41.50	49.00	E
		6m (20ft) pitch	55.00	65.00	E
		9.1m (30ft) pitch	75.00	90.00	E
		12.2m (40ft) pitch	90.00	110.00	E
Annual Consent	7 Days/week	Food Stalls		1,056.00	O
		Non-Food Stalls		754.00	O
	Up to 3 Days/week	Food Stalls		530.00	O
		Non-Food Stalls		380.00	O
	1 Day/week	Food Stalls		312.00	O
		Non-Food Stalls		276.00	O
Six Month Consent		Food Stalls		551.00	O
		Non-Food Stalls		385.00	O
Daily Consent	Per 30cm (1ft) Minimum charge is for 4.6m (15ft)			2.50	O
Speciality Markets	Per 30cm (1ft) Minimum 3m (10ft) pitch			1.00	O

**Notes**

Metric to imperial conversions are approximate

**RODENT AND PEST CONTROL****Concession****Fee VAT**

£

£

**DOMESTIC PREMISES**

Fleas, Carpet Beetles and Carpet Moths

1, 2 or 3-bedroomed property

48.00

64.00

S

4-bedroomed property

52.50

70.00

S

5-bedroomed property

60.00

80.00

S

over 5 bedrooms

Quote on request

S

Bedbugs All Properties

81.75

109.00

S

All Other Insects (including wasps)

48.00

64.00

S

**Concessions:**

Household in receipt of Disability Allowance, Pension Credit, Income Support,  
Disability or Attendance Allowance or Jobseeker's Allowance or State Retirement  
Pension (or equivalent benefit)

75% of full charge

NB - officers must be shown documentary evidence of entitlement by at least one member of household

Rodent control treatment &amp; advice

No Charge

Missed appointment fee (applies when customer is not present for a prearranged appointment  
but does not cancel in advance).

11.50

O

**PEST CONTROL: COMMERCIAL PREMISES**

Rodents and insects for up to the first 15 minutes

70.00

S

Charge for each additional 15 minutes or part thereof

15.00

S

**Notes**

1. Charges include cost of materials and all rates quoted include VAT

2. Charges are subject to payment being made to the pest control officer prior to treatment.

3. If paying by cheque, cheque card number required.

4. That no responsibility can be accepted for any loss or damage, however caused, through treatment being carried out.

5. Invoices are not as a general rule issued, but when issued there is a 15% administrative charge in addition to the above charges.

6. Contracts available on request.

**OTHER ENVIRONMENTAL HEALTH SERVICES**

	<b>Fee</b>	<b>VAT</b>
	<b>£</b>	
Food Premises Register		
Single Entry	2.00	S
Single Premises category, e.g. butchers	48.00	S
Whole Register	207.00	S
Export Certificate Fee	43.00	S
Courses		
Level 2 Award in Health and Safety in the Workplace	50.00	E
Level 2 Award in Food Safety in Catering	50.00	E
Health and Safety Training (short training sessions)	17.00	E
In-house/on-site Level 2 Award in H&S in the Workplace	425.00	E
In-house/on-site Level 2 Award in Food Safety in Catering.	425.00	E
LAPC/IPPC Register enquiries (authorised industrial processes)	37.00	O
Contaminated Land - Solicitor's and Commercial enquiries	74.00	O
Immigration Service Assessment of Premises Condition	75.00	S
House in Multiple Occupation Licence		
	5 persons	730.00 O
	6-10 persons	910.00 O
	11-15 persons	1,095.00 O
	16-20 persons	1,275.00 O
	Over 20 persons	1,460.00 O

<b><u>DEVELOPER CONTRIBUTIONS</u></b>		<b>Fee VAT</b>
		<b>£</b>
<b><u>Outdoor Playing Space Commuted Payments - per dwelling</u></b>		
Dwelling Size		
1 Bedroom		1,279.00 O
2 Bedroom		1,721.00 O
3+ Bedroom		2,457.00 O
<b><u>Elderly Open Space Commuted Payments - per dwelling</u></b>		
Dwelling Size		
1 Bedroom		245.00 O
2 Bedroom		330.00 O
3+ Bedroom		471.00 O
<b><u>Transport Contributions</u></b>		
Dwelling Size - per dwelling		
1 Bedroom		1,980.00 O
2 Bedroom		3,745.00 O
3+ Bedroom		5,457.00 O
Employment - per 100 sq m of floor area		
B1 Business		4,301.00 O
B2 General Industry		1,725.00 O
B8 Warehousing		2,162.00 O

<b><u>ANTI SOCIAL BEHAVIOUR ACT 2003</u></b>		<b>Fee VAT</b>
		<b>£</b>
High Hedges Application		600.00 O

## **BUILDING REGULATIONS APPLICATIONS**

Gosport Building Control, operating in partnership with Fareham Building Control under the name 'Building Control Partnership' have prepared a scheme of charges in accordance with The Building (Local Authority Charges) Regulations 2010

For full details of charges applicable for the Building Regulations control functions please contact the Building Control Partnership on 01329 824823

## **POSTAL NAMING AND NUMBERING**

	<b>Jan-Dec'13 Fee £</b>	<b>VAT</b>
New Development of 1 - 5 plots	200.00	0
New Development/phases of 5-20 plots	200.00 + £10.00 per property	0
New Development/phases of 21-100 plots	400.00 + £5.00 per property	0
New Development/phases of 100+ plots	950.00 + £5.00 per property	0
Naming of new block of flats/building	200.00 + £10.00 per property	0
New postal address for an individual property	100.00	0
Change to new addresses due to the development changing after the schedule has been issued	15.00 per property	0
Research archive for address history	100.00	0
Renaming an existing Street	200.00 + £5.00 per property	0

### **Notes**

1. At the discretion of the Building Control Manager, the Council, may not require a charge to be paid for the renaming/renumbering of roads where there has been a historical problem with existing road naming/numbering scheme.

**PLANNING PRE-APPLICATIONS****Fee VAT  
£****General Advice**

General enquiries and general pre-application advice and advice on permitted development related matters and associated procedures and timescales

Free

**Permitted Development Enquiry**

All submissions for informal opinion on requirement for planning permission

Free

**Pre-Application Submissions - advice on the likelihood of planning permission being granted prior to the submission of a planning application**

Minor residential:

1 - 3 dwellings

120.00 S

4 + dwellings

240.00 S

Major residential:

10 - 49 dwellings

600.00 S

50 - 100 dwellings

960.00 S

Minor industrial/commercial:

under 1000m<sup>2</sup>

96.00 S

Major industrial/commercial:

1000 - 5000m<sup>2</sup>

600.00 S

5000 + m<sup>2</sup>

960.00 S

Others: e.g. Change of Use of property or land/Adverts/Telecommunication Masts

120.00 S

Other Major/very large scale/mixed proposals:

Fee will be hourly rate x no. of hours  
of officers dealing with the matter S

Householder Development (development which relates to the extension, improvement or alteration of an existing residential dwelling):

Free

If the proposal relates to works that require planning permission only by virtue of an Article 4 Direction of the Town and Country Planning (General Permitted Development) Order 1995

Free

Community uses which are non-profitting

Free

Proposals made by Local Councils

Free

Works to trees

Free

**Notes:**

1. Where a fee is payable and the proposal affects a Listed Building or its setting or is located within a Conservation Area an additional charge will apply.

2. Where a consultee charges the Borough Council for advice provided this will be payable by the applicant in addition to the pre-application fee payable.

3. Proposals for large and/or mixed use development or where no floorspace or dwellings specified, fee will be calculated by reference to hourly rate x no. of hours of officers dealing with the matter.

**PLANNING PRE-APPLICATIONS (CONTINUED)**

**Fee VAT  
£**

4. A response on minor and other applications will constitute one written response and/or one meeting (max 2 hrs). A response on a major application will constitute one written response and/or 3 meetings (6 hrs max in total). Any follow up written responses or meetings required based on the same proposal or an amendment to it will be calculated by reference to the hourly rate x no. of hours of officers dealing with the matter and this will be payable before the advice is provided. All new submissions will require a new fee.

5. Each pre-application request can only relate to one site and only one proposal will be accepted for each site. If you would like us to give advice on more than one layout or proposal for the same site then a separate request will need to be made for each scheme along with a further fee for each proposal.

6. There will be no reduction in fee where the application would be exempt from a fee because it had previously been withdrawn, refused or approved.

7. The fee is payable on submission, before the Council undertakes any work on the proposal or provides any advice.

8. The choice of who is the appropriate officer to deal with a particular case will be at the discretion of Gosport Borough Council.

9. Hourly Rate - £60.00

**Other Charges**

Section 106 - Planning Officer costs in negotiating agreement

Section 106 - Compliance Checks where applicants/prospective purchaser seeks confirmation that the terms of a legal agreement have been complied

Fee will be calculated with reference to complexity of individual agreements and time required to deal with request S

**LAND CHARGES**

	Fee £	VAT
Per search Submitted through NLIS	118.00	0
Not submitted through NLIS	140.00	0
E-Mail Searches	118.00	0
Part 2 optional questions	7.00	0
Additional enquiries	7.00	0
Personal Searches	Free	

**Notes**

1. The above are currently the maximum charges that will be collected. In accordance with the relevant Regulations, the charges are based on cost recovery and will be reviewed throughout the year. They may therefore increase or decrease as time spent on them and search volumes fluctuate. There may also be requests for separate components that make up the search, which will mean the full charge will not be recovered in all cases.

2. The Land Charges budget could be affected next year by customers choosing to access search replies under The Environmental Information Regulations (i.e. for free or for a much reduced fee).

**PUBLICATIONS**

	Fee £	VAT
Statement of Accounts	20.00	0
Budget Book	20.00	0

**STOKES BAY CARAVAN PARK**

	Fee £	VAT
All Caravans - weekly rent (exclusive of rates and water charges) - 48 weeks	Statutory increase will be applied	0

**IMPROVEMENT LOANS**

Council Costs - Improvement loans - 1.50% of amount advanced

**EXHIBITION TRAILER**

	Fee £	VAT
Hire of exhibition trailer (daily rate, excludes towing & additional labour)		
Other GBC Business Unit: single day	Free	
Other local authority: single day	130.00	S
2+ days	Negotiable	S

**HOUSING**

	Fee £	VAT
Copy of highlighted plans, dwelling account enquiries, prospective private purchaser enquiries (Solicitor, mortgage lender and/or owner occupier of former Council property)	40.00	O
Prior/Retrospective permissions for alterations (Solicitor, and/or owner occupier of former Council property)	25.00	O
Notice of Sublet of leasehold property (Solicitor, and/or owner occupier of former Council property)	15.00	O
Registration of Notice of Transfer Assignment underlease Notice of Charge (charges as stated in lease).	£5/£25	O
Rent Account/debt reference (Mortgage provider/Loan companies)	25.00	O
Replacement dwelling keys to communal entrances (residents of the block of flats only – no third parties)	7.50	S

**GARAGES**

	Fee £	VAT
Existing garages                      Per week	7.88	O #
New garages                            Per week	9.46	O #

# above charges are for Council tenants - if garage is let to private client then vat is chargeable

**Notes**

Charges to be reviewed as part of the Council budget.