

# **GOSPORT**

## **BOROUGH COUNCIL**

### **FEES AND CHARGES**

**2017**

Fees and charges are effective from 1st January 2017 unless otherwise stated

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## **VAT FOREWORD**

- 1 All charges 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 2017 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.

| <b>ABANDONED / UNWANTED VEHICLES</b>  | <b>Fee<br/>£</b> | <b>VAT</b> |
|---|------------------|------------|
| Removal of Unwanted Vehicles  | 80.00            | S          |
| Removal of Commercial Vehicles  | At Cost          | S          |
| Removal of Caravans and Trailers  | 150.00           | S          |
| Storage of Unwanted Vehicle - per day   | 25.00            | 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 <a href="http://www.opsi.gov.uk">www.opsi.gov.uk</a> . |                  |            |

| <b>ALLOTMENTS</b>  | <b>2017<br/>Fee<br/>£</b> | <b>2018<br/>Fee<br/>£</b> | <b>VAT</b> |
|--|---------------------------|---------------------------|------------|
| Annual charge per square metre<br>A square rod is equal to 25.29 square metres - which equates to approximately £5.60 per square rod<br>(ie a 5 rod plot is therefore approximately £28) | £0.22                     | £0.23                     | O          |
| Key deposit (refundable)   | 25.00                     | 25.00                     | O          |

| <b>BEACH HUT RENTAL - GOSPORT RESIDENTS ONLY</b>                                    |                               | <b>Fee<br/>£</b> | <b>VAT</b> |
|---|-------------------------------|------------------|------------|
| Annual Charge   | Full Rate                     | 830.00           | S          |
|   | Other Concessions (Over 60's) | 630.00           | S          |
|   | Disabled                      | 530.00           | S          |
| Weekly Charge   | Disabled Residents only       | 19.00            | S          |
| One hut is available for weekly hire at Stokes Bay.                                 |                               |                  |            |
| <b>BEACH HUT SITE RENTAL - GOSPORT RESIDENTS ONLY</b>                               |                               |                  |            |
| Annual Charge   | Full Rate                     | 310.00           | S          |
|   | Other Concessions (Over 60's) | 200.00           | S          |
|   | Disabled                      | 170.00           | S          |
| The site rental is for the last 3 remaining private beach huts at Lee on the Solent |                               |                  |            |

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

| <b><u>CAR PARKS</u></b>   |  | <b>Fee</b> | <b>VAT</b> |
|---|--|------------|------------|
|   |  | <b>£</b>   |            |
| <b><u>PAY AND DISPLAY CHARGES</u></b>   |  |            |            |
| Mumby Road (Bus Station)  |  |            |            |
|   | Per hour                               | 1.00       | S          |
|   | Over 5 hours (per day)                 | 6.00       | S          |
| Trailers and Parking Permits (other than Medical Permits) are not allowed   |  |            |            |
| Motor Vehicles:   |  |            |            |
| Long Stay (Town Centre, Lee-on-Solent, Stokes Bay, Hardway Slipway and Alver Valley)  |  |            |            |
|   | Per hour                               | 0.90       | S          |
|   | Over 5 hours (per day)                 | 5.30       | S          |
| Two Hour Car Parks (Town Centre and Lee-on-Solent)  |  |            |            |
|   | 30 Minutes (Coates Road Car Park only) | 0.30       | S          |
|   | First hour                             | 0.50       | S          |
|   | Up to 2 hours                          | 0.90       | S          |
| Trailers and Parking Permits (other than Medical Permits) are not allowed   |  |            |            |
| Three Hour Car Park (Lee-on-Solent)   |  |            |            |
|   | Per hour Marine Parade No 1 & 2        | 0.80       | S          |
| Trailers (where permitted) - same charge as motor vehicle.  |  |            |            |
| Coaches - per hour  | Only permitted in prescribed car parks | 4.20       | S          |
| Motorcycles   |  | Free       |            |
| Commercial Vehicles (over 3.5 tonnes GVW) parked in Mumby Road Lorry Park   |  | Free       |            |
| Parking Charge Notices  | Payment within 7 days                  | 45.00      | N          |
|   | Payment after 7 days                   | 65.00      | N          |
| <b><u>PERMITS</u></b>   |  |            |            |
| General Public  |  |            |            |
|   | Annual Permit                          | 460.00     | S          |
|   | 6 Month Permit                         | 260.00     | S          |
|   | 3 Month Permit                         | 135.00     | S          |
|   | 1 Month Permit                         | 45.00      | S          |
| Gosport & Lee Town Centre Residents Permits   |  | 75.00      | S          |
| Available only to residents living in specific areas of the town centres and for use in the specified only long stay car parks only |  |            |            |
| Medical (Local Surgeries)   |  | 10.00      | S          |
| Leisure (includes Seafront and Alver Valley)  |  | 75.00      | S          |
| Bay House School - No. 2 Battery East (term time only)  |  | 1,250.00   | S          |
| <b><u>Notes</u></b>   |  |            |            |
| 1. All drivers of vehicles with a trailer will be responsible for the payment of the trailer charge.                                |  |            |            |

| <b><u>ANN'S HILL CEMETERY</u></b>  | <b>Fee</b> | <b>VAT</b> |
|--|------------|------------|
|  | <b>£</b>   |            |
| <b><u>EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES** - GOSPORT RESIDENT</u></b>  |            |            |
| Provision of new grave (Post 01/04/1992) - obligatory  | 550.00     | O          |
| Interment into Existing Site (Pre 01/04/1992) - obligatory   | 125.00     | O          |
| Provision of a Cremated Remains Plot (Post 01/04/1992) - obligatory  | 125.00     | O          |
| Provision of Grave for child   | No Charge  |            |
| <b><u>INTERMENTS</u></b>   |            |            |
| 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  | 500.00     | O          |
| For any interment in a walled grave or vault   | At Cost    | O          |
| Interment - Cremated Remains<br>(subject to depth not exceeding 91.4cm (3ft) otherwise normal interment charge will apply, no charge for a child)  | 160.00     | O          |
| <b><u>MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS</u></b>  |            |            |
| 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  | 140.00     | 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)  | 160.00     | O          |
| (b) enclosing a space not exceeding 2.1m by 1.8m (7ft by 6ft)  | 315.00     | O          |
| (c) tablets not exceeding 350mm x 450mm x 25mm   | 40.00      | O          |
| The fees indicated in this section include the first inscription.  |            |            |
| For each inscription after the first a fee is payable  | 27.50      | S          |
| Annual Maintenance   |            |            |
| Trimming Grass   | 60.00      | O          |
| Planting and Trimming Grass  | 78.00      | O          |
| Planting (Spring and Summer only)  | 67.00      | O          |
| Miscellaneous Items  |            |            |
| Search in Burial Register (per burial entry)   | 8.50       | O          |
| Certificate of Burial  | 17.00      | O          |
| Use of Chapel  | 100.00     | O          |
| Exhumations  | At Cost    | S          |
| Transfer of Grant of Right   | 75.00      |            |
| Temporary Marker   | 25.00      |            |
| <b><u>Notes</u></b>  |            |            |
| ** The fees indicated above include the Deed of Grant and all the expenses thereof<br>Imperial to metric conversions are approximate   |            |            |

| <b><u>DOG CONTROL</u></b>  |   | <b>Fee</b> | <b>VAT</b> |
|--|---|------------|------------|
|  |   | <b>£</b>   |            |
| Collection of stray dog - Statutory charge   | per dog                                 | 25.00      | O          |
| Kennelling fees  | up to 7 days                            | 107.00     | O          |
| Microchipping of dogs  | per dog                                 | 10.00      | S          |
|  | each additional dog at the same address | 5.00       | S          |
| Private home check visit   |   | 30.00      | S          |
| Dog Bags   | per packet of 60                        | 2.60       | S          |
| <b><u>Notes</u></b>  |   |            |            |
| 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.                |   |            |            |

| <b><u>ENVIRONMENTAL HEALTH SERVICES</u></b>                    |   | <b>Fee</b>  | <b>VAT</b> |
|--|---|-------------|------------|
|  |   | <b>£</b>    |            |
| Food Premises Register   |   |             |            |
|  | Single Entry                            | 2.15        | S          |
|  | Single Premises category, e.g. butchers | 52.00       | S          |
|  | Whole Register                          | 225.00      | S          |
|  | Export Certificate Fee                  | 47.50       | S          |
| LAPC/IPPC Register enquiries (authorised industrial processes) |   | 40.00       | O          |
| Immigration Service Assessment of Premises Condition           |   | 81.00       | S          |
| House in Multiple Occupation Licence                           |   |             |            |
|  | 5 persons                               | 800.00      | O          |
|  | 6-10 persons                            | 1,000.00    | O          |
|  | 11-15 persons                           | 1,200.00    | O          |
|  | 16-20 persons                           | 1,400.00    | O          |
|  | Over 20 persons                         | 1,600.00    | O          |
| Housing Act 2004 Notices                                       |   | Actual cost |            |
| Private Water Supplies work                                    |   | Actual cost |            |

| <b><u>PUBLICATIONS</u></b> |  | <b>Fee</b> | <b>VAT</b> |
|----------------------------|--|------------|------------|
|                            |  | <b>£</b>   |            |
| Statement of Accounts      |  | 20.00      | O          |
| Budget Book                |  | 20.00      | O          |

| <b><u>STOKES BAY MOBILE HOME PARK</u></b>                                 |  | <b>Fee</b>                         | <b>VAT</b> |
|---|--|------------------------------------|------------|
|   |  | <b>£</b>                           |            |
| All Homes - weekly rent (exclusive of rates and water charges) - 48 weeks |  | Statutory increase will be applied | O          |

| <b>GARAGES</b>  |          | <b>Fee<br/>£</b> | <b>VAT</b> |
|---|----------|------------------|------------|
| Existing garages  | Per week | 8.33             | 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 |          |                  |            |
| <b>Notes</b>  |          |                  |            |
| Charges to be reviewed as part of the Council budget in January / February 2017                     |          |                  |            |

| <b>HOUSING</b>   |  | <b>Fee<br/>£</b> | <b>VAT</b> |
|--|--|------------------|------------|
| Copy of highlighted plans, dwelling account enquiries, prospective private purchaser enquiries (Solicitor, mortgage lender and/or owner occupier of former Council property) |  | 63.00            | O          |
| Prior/Retrospective permissions for alterations (Solicitor, and/or owner occupier of former Council property)  |  | 26.00            | O          |
| Notice of Sublet of leasehold property (Solicitor, and/or owner occupier of former Council property)   |  | 16.00            | O          |
| Registration of Notice of Transfer Assignment underlease<br>Notice of Charge (charges as stated in lease)  |  | 5.50/25.50       | O          |
| Rent Account/debt reference (Mortgage provider/Loan companies)   |  | 26.00            | O          |
| Replacement dwelling keys to communal entrances (residents of the block of flats only – no third parties)  |  | 8.00             | S          |

| <b>REFUSE COLLECTIONS</b>   |                                      | <b>Fee<br/>£</b> | <b>VAT</b> |
|---|--------------------------------------|------------------|------------|
| 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                               | 25.00            | O          |
|   | 2 Items                              | 40.00            | O          |
|   | 3 to 5 Items                         | 60.00            | O          |
|   | Over 5 items                         | By Arrangement   | O          |
|   | Residents receiving benefit (Note 1) | 50% of above     | O          |
| Garden Refuse   | per green sack                       | 1.80             | O          |
|   | per green sack - OAP                 | 1.40             | O          |
| Replacement wheeled bin (note 2)  |                                      | 28.00            | O          |
| Roll of 10 replacement black sacks  |                                      | 1.70             | O          |
| Reusable Recycling Bags   |                                      | 2.00             | O          |
| <b>Notes</b>  |                                      |                  |            |
| 1. Resident in receipt of Personal Independence Payments, Universal Credit or equivalent  |                                      |                  |            |
| 2. Unless the replacement is for a bin which has been stolen and a Crime Reference Number is provided.                                      |                                      |                  |            |
| 3. The fee stated is for a 240 litre wheeled bin (or smaller) only. Larger 660 and 1100 litre bins are replaced at cost plus administration |                                      |                  |            |

| <b>CASUAL LETTINGS OF LAND</b>                  |                    |           |          | <b>Fee</b>     | <b>VAT</b>     |
|---|--------------------|-----------|----------|----------------|----------------|
|   |                    |           |          | <b>£</b>       |                |
| <b>USE OF COUNCIL LEISURE LAND</b>              |                    |           |          |                |                |
|   |                    |           |          | <u>Damage</u>  | <u>Per day</u> |
|   |                    |           |          | <u>Deposit</u> |                |
| <i>For events up to 2,500 persons - per day</i> |                    |           |          |                |                |
| Commercial                                      |                    | (note 1)  | 625.00   | 625.00         | E              |
| Non-commercial and Community                    |                    |           | 235.00   | 235.00         | E              |
| Charitable Hiring                               |                    | (note 7)  | 125.00   | 0.00           | E              |
| <i>For events above 2,500 persons - per day</i> |                    |           |          |                |                |
| Commercial                                      |                    | (note 1)  | 1,250.00 | 1,250.00       | E              |
| Non-commercial and Community                    |                    |           | 470.00   | 470.00         | E              |
| Charitable Hiring                               |                    | (note 7)  | 250.00   | 0.00           |                |
| Camping   | Caravan/Motor home | per night |          | 10.00          | S              |
|   | Tent               | per night |          | 5.50           | S              |
| Trailer (with Boat)                             |                    |           |          | 4.50           | S              |

**Notes**

1. Price includes access to water. Electricity is available on request at a number of locations.
2. Damage deposits are refundable after any works and land reinstatement costs incurred by the Council have been deducted.
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. Hirers of 2 days or more will be granted (if required) set-up and breakdown days of 1 day for each day hired.
6. Bookings will be taken between 1st April and 31st October subject to land conditions, for enquires out of these dates contact the Head of Economic Prosperity, Tourism and Culture.
7. *Charitable Hiring - No hire fee is payable except, where appropriate, for costs incurred by the Council and for a Damage Deposit. The event organiser must enter into a licence agreement with the Council for the use of the land and comply with the qualifying conditions below prior to the event.*

To qualify:

Registered Charities

*The event to take place on council land must be organised by the trustees of the registered charity for the sole purpose of raising funds for its charitable purposes. The council may require a letter from the trustees to confirm this arrangement.*

Non-profit Hiring

*The event must be operated on a not for profit for basis, with any profit distributed to a registered charity; or organisation set up for charitable or community purposes. The council at its absolute discretion shall decide whether an organisation is set up for charitable or community purposes and its decision final.*

*The entire "proceeds\*" from the event, less any "reasonable costs\*\*" incurred in delivering the event, shall be donated to the nominated charity/ies or community organisation(s).*

*The event organiser shall no later than 28 days after the event provide a basic set of accounts to the council clearly identifying income, expenditure and profit distribution.*

*The council reserves the right to require the event organiser to pay the commercial fee for the use of the land should they breach one or more of the conditions and the right to refuse the hire of council land for any further events.*

*\*\*"Proceeds" include monies from ticket sales, liquor and concession fees, sponsorship, collections and any other income however generated*

*\*\*\*"Reasonable costs" include fencing the land, SIA personnel, performance licences, premise licence requirements, health and safety requirements, land booking fees and other services/expenditure essential for the event to go ahead.*

**USE OF TOWN CENTRE/RETAIL AREAS**

**For promotional and public entertainment activities in Gosport High Street**

|                                   |   |      |
|-----------------------------------|---|------|
| Commercial/promotional activities | Per metre (minimum 5 metres charge applies) | 7.50 |
| Non-Commercial activities         | Per metre (minimum 5 metres charge applies) | 3.00 |

| <b>LICENCES AND REGISTRATIONS</b>                               |                     | <b>Fee</b> | <b>VAT</b> |
|---|---------------------|------------|------------|
|   |                     | <b>£</b>   |            |
| Sex Establishment   |                     |            |            |
|   | New                 | 3,000.00   | O          |
|   | Renewal             | 2,000.00   | O          |
|   | Transfer            | 2,000.00   | O          |
| Scrap Metal Dealer  |                     |            |            |
|   | New                 | 250.00     | O          |
|   | Renewal/Variation   | 140.00     | O          |
|   | Certified Copy      | 12.00      | O          |
| Scrap Metal Mobile Collector                                    |                     |            |            |
|   | New/Variation       | 140.00     | O          |
|   | Renewal             | 100.00     | O          |
|   | Replacement Licence | 22.00      | O          |
| <b>Scrap metal charges are effective from 16th October 2013</b> |                     |            |            |
| Tattooing, Acupuncture, Ear/Body Piercing, Electrolysis         |                     |            |            |
|   | Premises            | 85.00      | O          |
|   | Person              | 70.00      | O          |
| Riding Establishments per Horse (Note 1)                        |                     | 135.00     | O          |
| Pet Shop  |                     | 135.00     | O          |
| Animal Boarding Establishment (Note 1)                          |                     | 135.00     | O          |
| Dangerous Wild Animals Registration (Note 1)                    |                     | 135.00     | O          |
| Dog Breeding Establishments (Note 1)                            |                     | 135.00     | O          |
| Street Collections  |                     | No Charge  |            |
| House to House Collections                                      |                     | No Charge  |            |
| Caravan Site Licence  |                     | No Charge  |            |
| Zoo Licence   |                     | On Request |            |
| Tables and Chairs   |                     |            |            |
|   | New                 | 290.00     | O          |
|   | Renewal             | 180.00     | O          |
| <b>Notes</b>  |                     |            |            |
| 1. Plus any Veterinarian Inspection costs                       |                     |            |            |

| <b>LICENSING ACT 2003 AND GAMBLING ACT 2005 PUBLIC REGISTERS</b> |  | <b>Fee</b> | <b>VAT</b> |
|--|--|------------|------------|
|  |  | <b>£</b>   |            |
| Single Entry copy of a Premises Licence                          |  | 5.50       | O          |
| Single Copy of an Application Form for a Premises Licence        |  | 15.00      | O          |
| Single Premises Category (eg Takeaways)                          |  | 70.00      | O          |
| Whole Register of each single Act, e.g. Licensing Act 2003       |  | 225.00     | O          |

**LICENSING ACT 2003 (STATUTORY FEES)****Fee**  
**£**      **VAT****Premises / Club Applications / Variations**

The fees are based on rateable values of properties

| <b>Rateable Value</b> | <b>Band</b> | <b>Initial Licence Fee</b> | <b>Annual Fee</b> |   |
|-----------------------|-------------|----------------------------|-------------------|---|
| £0 - £4,300           | A           | 100.00                     | 70.00             | O |
| £4,301 - £33,000      | B           | 190.00                     | 180.00            | O |
| £33,001 - £87,000     | C           | 315.00                     | 295.00            | O |
| £87,001 - £125,000    | D           | 450.00                     | 320.00            | O |
| £125,001 and over     | E           | 635.00                     | 350.00            | O |

A multiplier is applied to premises in Bands D and E where they are used exclusively or primarily for the supply of alcohol for consumption on the premises

| <b>Rateable Value</b> | <b>Band</b> | <b>Initial Licence Fee</b> | <b>Annual Fee</b> |   |
|-----------------------|-------------|----------------------------|-------------------|---|
| £87,001 - £125,000    | D           | 900.00                     | 640.00            | O |
| £125,001 and over     | E           | 1,905.00                   | 1050.00           | O |

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

**Personal Licences, Temporary Events and Other Fees (Statutory)**

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

| <b>GAMBLING ACT 2005 (STATUTORY FEES)</b>                        |  |  |                     |                   |                             | <b>VAT</b> |
|--|--|--|---------------------|-------------------|-----------------------------|------------|
| <b>PREMISES LICENCES</b>   |  |  |                     |                   |                             |            |
|  | New Application<br>£                       | Annual Fee<br>£  | Variation<br>£      | Transfer<br>£     | Re-Instatement<br>£         |            |
| 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   | 2,000.00                                   | 1,000.00   | 1,000.00            | 1,200.00          | 1,200.00                    | O          |
|  | Application for Provisional Statement<br>£ | Licence Application (provisional Statement holders)<br>£ |                     | Copy Licence<br>£ | Notification of Change<br>£ |            |
| 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          |
| <b>PERMITS</b>   |  |  |                     |                   |                             |            |
|  | Application Fee<br>£                       | Transitional Application Fee<br>£                        | Renewal Fee<br>£    | Annual Fee<br>£   |                             |            |
| Family Entertainment Centre Gaming Machine                       | 300.00                                     | 100.00   | 300.00              | N/A               | O                           |            |
| Prize Gaming   | 300.00                                     | 100.00   | 300.00              | N/A               | 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                                     | 100.00   | N/A                 | 50.00             | O                           |            |
| Club Gaming Permit   | 200.00                                     | 100.00   | 200.00              | 50.00             | O                           |            |
| Club Gaming Machine Permit                                       | 200.00                                     | 100.00   | 200.00              | 50.00             | O                           |            |
| Club Fast-Track for Gaming Permit or Gaming Machine Permit       | 100.00                                     | 100.00   | 100.00              | 50.00             | O                           |            |
| Small Society Lottery Registration                               | 40.00                                      | N/A  | N/A                 | 20.00             | O                           |            |
|  |  | Change of Name<br>£                                      | Copy of Permit<br>£ | Variation<br>£    | Transfer<br>£               |            |
| 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 2 or less 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          |

| <b>PRIVATE HIRE / HACKNEY CARRIAGE</b>  |                                    | <b>Fee<br/>£</b> | <b>VAT</b> |
|---|------------------------------------|------------------|------------|
| Hackney Carriage Knowledge Test   |                                    | 23.00            | O          |
| Private Hire  | Operator - 1 Year Licence          | 270.00           | O          |
|   | Operator - 3 Year Licence [Note 1] | 650.00           | O          |
|   | Operator - 5 Year Licence [Note 1] | 1,100.00         | O          |
|   | Vehicle                            | 275.00           | O          |
|   | Driver - 1 Year Licence            | 100.00           | O          |
|   | Driver - 3 Year Licence            | 240.00           | O          |
| Hackney Carriage  | Vehicle                            | 275.00           | O          |
|   | Driver - 1 Year Licence            | 100.00           | O          |
|   | Driver - 3 Year Licence            | 240.00           | O          |
| Private Hire & Hackney Carriage driver (both licences)  |                                    | 140.00           | O          |
| Private Hire & Hackney Driver - 3 Year Licence  |                                    | 350.00           | O          |
| Driver and Vehicle Licensing Agency check<br>(annual licence holders to coincide with triennial criminal record check) [Note 2]       |                                    | 6.00             | O          |
| Hackney Carriage/Private Hire Driver's 2nd Licence  |                                    | 37.00            | O          |
| Criminal record check - paid to GBC [Note 2]  |                                    | 44.00            | O          |
| Issue of a replacement Hackney Carriage or Private Hire:  |                                    |                  |            |
|   | Driver's Photo Badge               | 18.00            | O          |
|   | Vehicle Windscreen Badge           | 23.00            | O          |
|   | Vehicle External Plate             | 23.00            | O          |
| <b>Notes</b>  |                                    |                  |            |
| 1. Following new legislation effective from 01 October 2015. Changes to taxi fees have to be advertised and any responses considered. |                                    |                  |            |
| 2. Amount charged by the external agency to the Council, and may be subject to revision during the year.                              |                                    |                  |            |

| <b>MARKETS</b>   |  | <b>Fee<br/>£</b> | <b>Fee<br/>£</b> | <b>VAT</b> |
|--|--|------------------|------------------|------------|
|  | <u>Frontage</u>  | <u>Regular</u>   | <u>Casual</u>    |            |
| Gosport Market Tuesday                                   | Per 30cm (1ft)<br>Minimum charge 4.6m (15ft)   | 1.00             | 1.50             | 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          |
| A 20% upwards tolerance in length is permitted Saturdays |  |                  |                  |            |
| Speciality Markets                                       | Per 30cm (1ft)<br>Minimum 3m (10ft) pitch<br>(inc. Craft, Food & Drink, Farmer's Markets, Christmas Markets) |                  | 1.00             | E          |
| <b>Notes</b>   |  |                  |                  |            |
| Imperial to metric conversions are approximate           |  |                  |                  |            |

| <b><u>STREET TRADING CONSENTS - Licenced under statutory obligation</u></b> |                            |                                 | <b>Fee</b> | <b>VAT</b> |
|---|----------------------------|---------------------------------|------------|------------|
|   |                            |                                 | <b>£</b>   |            |
| Annual Consent  | 7 Days/week                | Food Stalls/Vehicle/Trailer     | 1,150.00   | O          |
|   |                            | Non-Food Stalls/Vehicle/Trailer | 820.00     | O          |
|   | Up to 3 Days/week          | Food Stalls/Vehicle/Trailer     | 585.00     | O          |
|   |                            | Non-Food Stalls/Vehicle/Trailer | 430.00     | O          |
|   | 1 Day/week                 | Food Stalls/Vehicle/Trailer     | 330.00     | O          |
|   |                            | Non-Food Stalls/Vehicle/Trailer | 290.00     | O          |
| Six Month Consent   | 7 days/week                | Food Stalls/Vehicle/Trailer     | 600.00     | O          |
|   |                            | Non-Food Stalls/Vehicle/Trailer | 425.00     | O          |
| Daily Consent   | Per 30cm (1ft)             |                                 | 2.50       | O          |
|   | Minimum charge 4.6m (15ft) |                                 |            |            |
| <b><u>Notes</u></b>   |                            |                                 |            |            |
| Imperial to metric conversions are approximate                              |                            |                                 |            |            |

| <b><u>PEST CONTROL</u></b>   | <b>Concession</b> | <b>Fee</b> | <b>VAT</b> |
|--|-------------------|------------|------------|
|  | <b>£</b>          | <b>£</b>   |            |
| <b><u>DOMESTIC PREMISES</u></b>  |                   |            |            |
| Fleas, Bedbugs plus unknown infestations, to visit and quote   | No charge         | 30.00      | S          |
| All Other Insects (including wasps)  | No charge         | 70.00      | S          |
| Rodent treatment   | No charge         | 60.00      | S          |
| <b><u>Concessions:</u></b>   |                   |            |            |
| Persons on low income, defined as being in receipt of one of the following   |                   |            |            |
| Income-based Jobseeker's Allowance   |                   |            |            |
| Income-related Employment and Support Allowance  |                   |            |            |
| Income Support   |                   |            |            |
| Pension Credit (Guarantee)   |                   |            |            |
| Universal Credit (maximum award)   |                   |            |            |
| NB - Officers must be shown documentary evidence of entitlement by at least one member of household                                  |                   |            |            |
| <b><u>PEST CONTROL: COMMERCIAL PREMISES</u></b>  |                   |            |            |
| Rodents and insects for up to the first 15 minutes   |                   | 76.00      | S          |
| Charge for each additional 15 minutes or part thereof  |                   | 17.00      | S          |
| <b><u>Notes</u></b>  |                   |            |            |
| 1. Charges include cost of materials and all rates quoted include VAT  |                   |            |            |
| 2. Payment to be made at time of booking or prior to treatment   |                   |            |            |
| 3. That no responsibility can be accepted for any loss or damage, however caused, through treatment being carried out.               |                   |            |            |
| 4. Invoices are not as a general rule issued, but when issued there is a 15% administrative charge in addition to the above charges. |                   |            |            |

| <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               | 3.50              | 4.30       | S          |
| Bowls and Slip Hire   |                     |                   | 3.30       | S          |
| <b><u>CRICKET</u></b>   |                     |                   |            |            |
| Privett No 1  | Adult               | 52.00             | 73.00      | S          |
|   | Weekdays after 6 pm | 37.00             | 57.00      | S          |
| Other Sites   | Adult               | 42.00             | 68.00      | S          |
|   | Weekdays after 6 pm | 32.00             | 52.00      | S          |
| Synthetic Wicket<br>(Gosport Park)  | Adult               | 32.00             | 52.00      | S          |
|   | Weekdays after 6 pm | 27.00             | 37.00      | S          |
| <b><u>FOOTBALL</u></b>  |                     |                   |            |            |
| Privett Park Enclosure*   | Gosport Clubs       | 78.00             | 125.00     | S          |
|   | Outside Users       | 114.00            | 182.00     | S          |
|   | Use of Floodlights  | 41.00             | 65.00      | S          |
| * To book, please contact Gosport Borough Football Club direct                        |                     |                   |            |            |
| All Other Sites   |                     | 37.00             | 57.00      | S          |
| Sites without shower facilities   |                     | 32.00             | 47.00      | S          |
| Sites without changing facilities   |                     | 26.00             | 37.00      | S          |
| Training Pitch / Dressing Rooms   |                     |                   | 22.00      | S          |
| Net Pins  |                     |                   | 0.80       | S          |
| 9v9 Pitches   |                     |                   | 20.00      | S          |
| <b><u>MINI SOCCER</u></b>   |                     |                   |            |            |
| Per match   |                     |                   | 17.00      | S          |
| Half day per pitch  |                     |                   | 36.00      | S          |
| <b><u>RUGBY</u></b>   |                     |                   |            |            |
| Gosport Park  | Adult               | 37.00             | 58.00      | S          |
| Dressing Rooms (separate use)   |                     |                   | 23.00      | S          |
| Refreshment Rooms (separate use)  |                     |                   | 12.50      | 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 Head of Streetscene Services |                     |                   |            |            |

| <b><u>WILDGROUNDS NATURE RESERVE</u></b>   |  | <b>Fee</b> | <b>VAT</b> |
|--|--|------------|------------|
|  |  | <b>£</b>   |            |
| <b><u>PERMIT ACCESS</u></b>  |  |            |            |
| Day Ticket   | Adult  | 2.00       | S          |
|  | Concessions (Disabled, Over 60's & under 18's)     | 1.50       | S          |
| Monthly Permit *   | Adult  | 5.00       | S          |
|  | Concessions (Disabled, Over 60's & under 18's)     | 3.50       | S          |
| * 150 permits per month March to October<br>300 permits per month July to August |  |            |            |
| School Parties   | Non-Gosport  | 30.00      | E          |
|  | Gosport  | No Charge  |            |
| Guided Walks<br>as advertised  | Adult  | 2.50       | E          |
|  | Concessions (Disabled, Over 60's & under 18's)     | 2.00       | E          |
|  | Family - 2 Adults & up to 3 children               | 10.00      | E          |
|  | Groups & Organisations<br>(Groups up to 20 people) | 35.00      | E          |
| <b><u>Notes</u></b>  |  |            |            |
| 1. Children under the age of 5 are admitted free.                                |  |            |            |

| <b><u>LAND CHARGES</u></b>  |                            | <b>Fee</b> | <b>VAT</b> |
|---|----------------------------|------------|------------|
|   |                            | <b>£</b>   |            |
| Per search  | Submitted through NLIS     | 118.00     | O          |
|   | Not submitted through NLIS | 140.00     | O          |
|   | E-Mail Searches            | 118.00     | O          |
| Part 2 optional questions   |                            | 7.00       | O          |
| Additional enquiries  |                            | 7.00       | O          |
| Personal Searches   |                            | Free       |            |
| <b><u>Notes</u></b>   |                            |            |            |
| 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. |                            |            |            |
| HMRC are currently reviewing the addition of VAT to CON29 enquiries and the fees may therefore need to be reviewed to incorporate this increase   |                            |            |            |

**COMMUNITY INFRASTRUCTURE LEVY (CIL)**

Effective from 2nd February 2016. For the schedule of charges please refer to [Planning homepage](#)

**ANTI SOCIAL BEHAVIOUR ACT 2003**

|                         | Fee<br>£ | VAT |
|-------------------------|----------|-----|
| High Hedges Application | 630.00   | 0   |

**POSTAL NAMING AND NUMBERING**

|   | Fee<br>£                     | VAT |
|---|------------------------------|-----|
| 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<br>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**

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.

| <b>PLANNING PRE-APPLICATIONS</b>  |                           |  | <b>Fee<br/>£</b> | <b>VAT</b> |
|---|---------------------------|--|------------------|------------|
| <b>General Advice</b>   |                           |  |                  |            |
| General enquiries and advice on planning procedures   |                           |  | Free             |            |
| <b>Permitted Development Enquiry</b>  |                           |  |                  |            |
| All submissions for informal opinion on requirement for planning permission   | Householders              |  | Free             |            |
|   | Others                    |  | 37.00            | S          |
| <b>Pre-Application Submissions - advice on the likelihood of planning permission being granted prior to the submission of a planning application</b>  |                           |  |                  |            |
| Minor residential:  | 1 - 3 dwellings           | See also Note 1  | 125.00           | S          |
|   | 4 + dwellings             | See also Note 1  | 252.00           | S          |
| Major residential:  | 10 - 49 dwellings         | See also Note 2  | 630.00           | S          |
|   | 50 - 100 dwellings        | See also Note 2  | 1,000.00         | S          |
| Minor industrial/commercial:  | under 1000m <sup>2</sup>  | See also Note 1  | 100.00           | S          |
| Major industrial/commercial:  | 1000 - 5000m <sup>2</sup> | See also Note 2  | 630.00           | S          |
|   | 5000 + m <sup>2</sup>     | See also Note 2  | 1,000.00         | S          |
| Others: e.g. Change of use of property or land / Adverts / Telecommunication Masts  |                           |  | 125.00           | 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             |            |
| Community uses which are non-profitting   |                           |  | Free             |            |
| Proposals made by Local Councils  |                           |  | Free             |            |
| Works to trees  |                           |  | Free             |            |
| <b>Notes:</b>   |                           |  |                  |            |
| 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 of £80 will be levied   |                           |  |                  |            |
| 2. 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 of £200 will be levied  |                           |  |                  |            |
| 3. 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.  |                           |  |                  |            |
| 4. 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.   |                           |  |                  |            |
| 5. 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. |                           |  |                  |            |

**PLANNING PRE-APPLICATIONS (CONTINUED)**

6. 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.

7. 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.

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

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

10. Hourly Rate - £60.00

**Other Charges**

Section 106 - Planning Officer costs in negotiating agreement

Fee will be calculated with reference to complexity of individual agreements and the time required to deal with the request at the hourly rate

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

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**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.