



Notice is hereby given that a **MEETING** of the **COUNCIL OF THE BOROUGH OF GOSPORT** will be held in the **TOWN HALL, GOSPORT** on **WEDNESDAY** the **TWELFTH** of **OCTOBER 2016 AT 6PM** AND ALL MEMBERS OF THE COUNCIL ARE HEREBY SUMMONED TO ATTEND TO CONSIDER AND RESOLVE THE FOLLOWING BUSINESS –

1. To receive apologies from Members for their inability to attend the Meeting.
2. To confirm the Minutes of the 20 July 2016 (Copy herewith)
3. To consider any Mayor's Communications.
4. To receive Deputations in accordance with Standing Order No 3.5 and to answer Public Questions pursuant to Standing Order No 3.6, such questions to be answered orally during a time not exceeding 15 minutes.

(**NOTE:** Standing Order No 3.5 requires that notice of a Deputation should be received by the Borough Solicitor **NOT LATER THAN 12 O'CLOCK NOON ON MONDAY, 10 OCTOBER 2016** and likewise Standing Order No 3.6 requires that notice of a Public Question should be received by the Borough Solicitor **NOT LATER THAN 12 O'CLOCK NOON ON MONDAY, 10 OCTOBER 2016**).

5. Questions (if any) pursuant to Standing Order No 3.4.

(**NOTE:** Members are reminded that Standing Order No 3.4 requires that Notice of Question pursuant to that Standing Order must be received by the Borough Solicitor **NOT LATER THAN 12 O'CLOCK NOON ON TUESDAY, 11 OCTOBER 2016**).

6. To receive the following Part II minutes of the Boards of the Council:

- Community Board: 7 September 2016
- Economic Development Board: 14 September 2016
- Policy and Organisation Board: 21 September 2016

7. Fees and Charges

To consider and approve the amended fees & charges contained in this report and appendix.

**TOWN HALL
GOSPORT**

4 October 2016

FIRE PRECAUTIONS

(To be read by the Mayor if members of the public are present)

In the event of the fire alarm being activated, please leave the Council Chamber and Public Gallery immediately. Proceed downstairs by way of the main stairs or as directed by GBC staff, follow any of the emergency exit signs. People with disability or mobility issues please identify yourself to GBC staff who will assist in your evacuation of the building.

This meeting may be filmed or otherwise recorded. By attending this meeting, you are consenting to any broadcast of your image and being recorded.

MEMBERS ARE REQUESTED TO NOTE THAT:

(1) IF THE COUNCIL WISHES TO CONTINUE ITS BUSINESS BEYOND 9.30PM THEN THE MAYOR MUST MOVE SUCH A PROPOSITION IN ACCORDANCE WITH STANDING ORDER 4.11.18

(2) MOBILE PHONES SHOULD BE SWITCHED OFF OR SWITCHED TO SILENT FOR THE DURATION OF THE MEETING

**MINUTES OF THE MEETING OF THE COUNCIL
HELD ON 20 JULY 2016 AT 6.00pm**

Attendance:

The Mayor (Councillor Mrs Hook) (P) (in the Chair);

Councillors Allen (P), Ms Ballard , Bateman (P), Mrs Batty (P), Beavis (P), Bergin (P) , Burgess (P), Carter (P), Chegwyn (P), Mrs Cully (P), Ms Diffey (P), Earle (P), Edgar (P), Farr (P), Mrs Forder (P), Foster-Reed (P), Mrs Furlong (P) Hicks, Hook (P), Mrs Huggins, Hylands (P), Jessop (P), Mrs Jones (P), Miss Kelly (P), Mrs Morgan (P), Murphy (P), Philpott (P), Mrs Prickett (P), Raffaelli (P), Ronayne(P), Scard (P), Mrs Wright (P) and Wright (P).

Also in attendance: Honorary Freeman O'Neill.

APOLOGIES

Apologies for inability to attend the meeting were submitted on behalf of Councillors Ms Ballard, Mrs Huggins, and Hicks.

MINUTES

COUNCIL RESOLVED: That the Minutes of the Annual and Adjourned meeting of the Council held on 18 and 19 May 2016 and the Extraordinary Meeting of the Council held on the 8 June 2016 be confirmed and signed.

MAYOR'S COMMUNICATIONS

The Mayor advised that in April 2017 she would be abseiling the Spinnaker Tower with the Lord Mayor of Portsmouth and Mayor of Havant. She also advised that the Mayor's Cricket XI would be playing at Privett Park following the Council meeting and that Members were welcome to attend.

DEPUTATIONS

There were no deputations received.

QUESTIONS PURSUANT TO STANDING ORDER 3.4

There were none.

PART II MINUTES

COUNCIL RESOLVED: That the following Part II Minutes be received.

- Economic Development Board: 19 May 2016 and 15 June 2016

- Community Board: 19 May 2016 and 29 June 2016.
- Policy and Organisation Board: 19 May 2016 and 6 July 2016

SHARED MANAGEMENT APPOINTMENT OF OFFICERS

Consideration was given to a Report and addendum of the Chief Executive which advised the Council on the progress of shared management arrangements with Portsmouth City Council and to appoint officers including statutory officers.

It was recommended that the Council agree to appoint as from 1 October 2016 :-

1. David Williams as Chief Executive and the statutory officer appointment as Head of Paid Service;
2. Michael Lawther as Borough Solicitor and Deputy Chief Executive and the statutory officer appointment as Monitoring Officer;
3. Christopher Ward as Borough Treasurer and the statutory officer appointment as Chief Finance Officer (Section 151 Officer);
4. Michael Lawther, pursuant to Section 35 of the Representation of the People Act, as Returning Officer for the Council with authority to act in that capacity for elections to the Council.
5. Michael Lawther, pursuant to Section 8 of the Representation of the People Act 1983, as the Council's Registration Officer.
6. That, in relation to the conduct of local authority elections and polls, and elections to the United Kingdom Parliament, and all other electoral duties where the Council is entitled by law to do so, the Council shall take out and maintain in force insurance indemnifying the Council and the Returning Officer against legal expenses reasonably incurred in connection with the defense of any proceedings brought against the Council or the Returning Officer and/or the cost of holding another election in the event of the original election being declared invalid (provided that such proceedings or invalidation are the result of the accidental contravention of the Representation of the People Acts or other legislation governing the electoral process, or accidental breach of any ministerial or other duty by the Returning Officer or any other person employed by or officially acting for him in connection with the election or poll).
7. That, in the event of such insurance carrying an 'excess' clause by which an initial portion of risk is not insured, the Council, through its internal insurance fund or otherwise, will indemnify the Returning Officer up to the value of such excess.

COUNCIL RESOLVED: That the recommendations be approved.

The meeting concluded at 6.23pm

The Mayor.

**A MEETING OF THE COMMUNITY BOARD
WAS HELD ON 7 SEPTEMBER 2016 AT 6PM**

The Mayor (Councillor Mrs Hook) (ex-officio), Councillor Hook (ex-officio), Councillors Mrs Batty(P), Bateman (P), Burgess (P), Earle (P) Mrs Huggins (P) Hylands (P), Mrs Jones, Miss Kelly (P), Mrs Morgan (P), Murphy, Ronayne (P), Scard (P), Mrs Wright (P), Wright (P)

It was reported that in accordance with Standing Order 2.3.6 Councillor Philpott had been nominated to replace Councillor Mrs Jones for this meeting.

PART II

20. ENVIRONMENTAL SERVICES CONTRACT REVIEW AND EXTENSION

Consideration was given to a report of the Chief Executive advising the Board of the outcome of the Environmental Services contract five year review and the proposed five year extension to the existing contract from 1st April 2021 to 31st March 2026.

Following a question from a Member on the rising costs of the contract the Head of Streetscene advised that this was due to official bank holidays over Christmas and New Year varying from year to year.

Clarification was sought by a Member in relation to the life span of the refuse collection vehicles and was advised by the Head of Streetscene that extensive maintenance and service checks would be carried out on the vehicles and that negotiations would take place to deliver the fleet.

RESOLVED: That the Community Board approve a five year extension to the existing Environmental Services Contract between the Council and Urbaser Ltd, from April 2021 to March 2026.

21. ANY OTHER BUSINESS

There was no other business.

The meeting concluded at 18:11

CHAIRMAN

**A MEETING OF THE ECONOMIC DEVELOPMENT BOARD
WAS HELD ON 14 September 2016**

The Mayor (Councillor Mrs Hook) (ex-officio), Councillors Hook (P) , Ms Ballard, Bateman, Beavis (P), Ms Diffey (P), Edgar (P), Farr (P), Mrs Forder (P), Mrs Furlong (P), Mrs Huggins (P), Miss Kelly (P), Philpott (P), Mrs Prickett (P), Raffaelli, Mrs Wright (P).

It was reported that in accordance with Standing Order 2.3.6 Councillors Burgess and Hook had been nominated to replace Councillors Bateman and Raffaelli for this meeting.

PART II

24. SALE OF LAND AT BROOKERS FIELD RECREATION GROUND TO HAMPSHIRE COUNTY COUNCIL

Consideration was given to the report of the Housing Services Manager seeking approval for the sale of land at Brookers Field Recreation Ground to Hampshire County Council as part of the Newgate Lane, Southern Section road development scheme.

The Board were advised that a sale price of £50,000 had now been agreed.

Members welcomed the proposal and recognised that the leisure pitches would not be affected. It was also recognised that approval would allow the County Council to start on the new road.

RESOLVED: That the proposed sale of land at Brookers Field Recreation Ground to Hampshire County Council be approved and that the Housing Services Manager be authorised to finalise terms for the sale of land at Brookers Field Recreation Ground and the Borough Solicitor be authorised to enter in to such legal documentation as is necessary to effect the above decision.

25. LEASE OF LAND ADJACENT TO 4 CHERQUE COTTAGES, SHOOT LANE

Consideration was given to the report of the Housing Services Manager seeking Board approval for the leasehold disposal of land adjacent to 4 Cherque Cottages, Shoot Lane, Lee-on-the-Solent.

Members welcomed that the sale of land would address a long standing issue

RESOLVED: That the proposed leasehold disposal of land to the owner of 4 Cherque Cottages, Shoot Lane, Lee on the Solent be approved and that the Housing Services Manager be authorised to finalise terms for the lease of land at Shoot Lane and the Borough Solicitor be authorised to enter in to such legal documentation as is necessary to effect the above decision.

26. SALE OF DISUSED CAR PARK AT TORONTO PLACE

Consideration was given to the report of the Housing Services Manager seeking Board approval for the freehold disposal of the disused car park at Toronto Place to the adjacent business owner R and K Body Repairs Ltd.

Members welcomed that the proposal would help to alleviate the problem of parked cars

on the highway.

RESOLVED: That the proposed sale of land at Toronto Place to R&K Body Repairs LTD be approved and that the Housing Services Manager be authorised to finalise terms for the sale of land at Toronto Place and the Borough Solicitor be authorised to enter in to such legal documentation as is necessary to effect the above decision.

27. SALE OF LAND ADJACENT TO 4 GRANGE FARM, LITTLE WOODHAM LANE

Consideration was given to the report of the Housing Services Manager seeking Board approval for the freehold disposal of land adjacent to 4 Grange Farm to the owners of 4 Grange Farm, Little Woodham Lane, Gosport

Members welcomed the proposal.

RESOLVED: That the proposed freehold disposal of land adjacent to 4 Grange Farm to the owner of 4 Grange Farm, Little Woodham Lane, Gosport be approved and that the Housing Services Manager be authorised to finalise terms for the sale of land adjacent to 4 Grange Farm and the Head of Legal and Democratic Services be authorised to enter in to such legal documentation as is necessary to effect the above decision.

28. ANY OTHER ITEMS

Members acknowledged that this would be the last meeting attended by the Chief Executive, Ian Lycett. Members paid tribute to Mr Lycett's work and commitment to the Council, particularly in recent difficult times. Members requested that their thanks to Mr Lycett be placed on record and credited him as an exemplary Officer, Members also paid particular tribute to the work undertaken by Mr Lycett as part of the Rowner Regeneration project.

29. EXCLUSION OF THE PUBLIC

RESOLVED: That in relation to the following item the public be excluded from the meeting, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item there would be disclosure to them of exempt information within Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all circumstances of the case, the public interest in maintaining the exemptions outweighs the public interest in disclosing the information, for the reasons set out in the report.

30. LAND AT HOWE ROAD, ROWNER

Consideration was given to the exempt report of the Chief Executive.

RESOLVED: That the Board agreed the recommendations.

The meeting concluded at 6.22pm

CHAIRMAN

**A MEETING OF THE POLICY AND ORGANISATION BOARD
WAS HELD ON 21 SEPTEMBER 2016**

The Mayor (Councillor Mrs Hook) (ex-officio), Councillors Allen, Bateman (P), Burgess (P), Carter (P), Chegwyn (P), Mrs Cully (P) Edgar (P), Foster-Reed (P), Hook (Chairman) (P), Hicks, Hylands (P), Jessop (P), Murphy, Philpott (P)

It was reported that in accordance with Standing Order 2.3.6 Councillors Beavis and Ms Diffey had been nominated to replace Councillors Murphy and Hicks respectively for this meeting.

PART II

18. FINAL ACCOUNTS AND EY – AUDIT RESULTS REPORT

Consideration was given to the reports of the Borough Treasurer summarising the outturn position for the 2015/16 financial year and Ernst and Young summarising the findings from the 2015/16 audit report which was substantially complete.

RESOLVED: That;

- a. The accounting policies contained within the Statement of Accounts (Appendix G) be approved;
- b. The Statement of Accounts (Appendix G) be approved;
- c. The outturn position contained in the report and Appendices including
 - The Capital Programme slippage details in appendix D
 - The write offs approved under delegated authority at appendix E be approved
- d. The letter of representation at Appendix F be approved.
- e. That the conclusions to date set out in the Audit Results Report be noted; and
- f. That the letter of management representation (included with the Final Accounts 2015/16 agenda item) be approved.

19. LOCAL TAXATION WRITE OFFS

Consideration was given to a report of the Borough Treasurer seeking approval for the write-off of business rates in respect of DJP Developments Hampshire Limited which exceed the Borough Treasurer's delegated limit under the Council's financial regulations.

In answer to a Member's question, the Board was advised that the owner of the DJP Developments had set up another company, but there was no legislation to prevent this.

Members were advised that the Council made provision in their budget for such incidences.

RESOLVED: That the write-off of £37,672.74 in respect of unpaid business rates for DJP Developments Hampshire Ltd be approved.

20. BUDGET STRATEGY INCLUDING CAPITAL PROGRAMME/ MEDIUM TERM FINANCIAL STRATEGY

Consideration was given to a report of the Borough Treasurer to consider the strategy for preparation of the General Fund budget and Capital Programme for the next financial year, in light of the medium term financial strategy and the current national and local financial situation.

The Board was advised that the Budget Strategy was a product of the Medium Term Financial Strategy and looked at how to meet the challenges of the financial climates and make the necessary changes.

The Board was advised that the efficiency plan was a new addition this year and Members acknowledged that not accepting the Government's proposals would potentially lead to a smaller settlement.

In answer to a Member's question the Chairman advised that he was unaware of any plans for Gosport Borough Council to be included in the proposed combined authority.

Members acknowledged that the cut in funding to Local Authorities was a massive challenge to overcome and recognised the pressure it was putting on authorities whilst they were still expected to deliver the same level of service.

RESOLVED:

- a)** That the Council's current financial position be noted;
- b)** that the Budget Strategy set out in Section 2 and Appendix A that will be used in the preparation of the budget for the 2017/18 financial year be approved;
- c)** that the Medium Term Financial Strategy, efficiency plan and capital strategy as set out in appendix 1 and appendix 2 respectively be approved; and
- d)** that the Government offer of a multi-year settlement to 2019/20 announced on 2 December 2015 be accepted.

21. TREASURY MANAGEMENT OUTTURN 15/16 AND REVIEW 2016/17

Consideration was given to the report of the Borough Treasurer detailing the annual treasury report as a requirement of the Council's reporting procedures.

RESOLVED: That the report and the 2015/16 prudential indicators be noted.

22. GOSPORT BOROUGH FOOTBALL CLUB LEASE EXTENSION

Councillors Edgar and Hook declared a pecuniary interest in the item, left the room and took no further part in the discussion or voting thereon.

Consideration was given to a report of the Borough Treasurer advising the Board of a request from Gosport Borough Football Club for an extension to their current lease for the Privett Park enclosure.

Members recognised the benefit of the proposal to the Football Club as it would allow them to access additional funding.

In answer to a Member's question, the Board was advised that the Football Club was up to date with its rent and that the rent was set based on an independent valuation and increased with the Retail Price Index.

Members were advised that the agreement would exist between Gosport Borough Council, Gosport Borough Football Club Trustees and Gosport Football Club Limited as an authorised guarantee agreement. Members advised that this would reduce any risk to the Council.

RESOLVED: That;

- (i) An extension to the Privett Park Enclosure lease between Gosport Borough Football Limited and this Council on the terms outlined in Section 2.0 of this report until 31st January 2046
- (ii) The assignment of the lease from the Trustees of Gosport Borough Football Club to Gosport Borough Football Club Limited subject to the Trustees entering into an authorised guarantee agreement with the Council for the payment of the rent and performance of the other obligations of the lease
- (iii) The granting of a further underlease for the mobile mast within the enclosure until 27th January 2046
- (iv) The Head of Legal Services to enter into such legal documentation as is necessary to effect the decision. The Football Club to pay the Council's associated reasonable legal costs.

23. ANY OTHER ITEMS

Members acknowledged that this was the last meeting that would be attended by the Borough Treasurer; Members paid tribute to the work undertaken by Mr Bowcher and acknowledged that this had been particularly difficult in recent years. Mr Bowcher and the Members acknowledged the hard work and support from Mr Bowcher's team.

24. EXCLUSION OF THE PUBLIC

RESOLVED: That in relation to the following item the public be excluded from the meeting, as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present during this item there would be disclosure to them of exempt information within Paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972, and further that in all circumstances of the case, the public interest in maintaining the exemptions outweighs the public interest in disclosing the information, for the reasons set out in the report.

25. PROPOSED EXTENSION TO GOSPORT LEISURE CENTRE

Consideration was given to a report of Borough Treasurer requesting consideration that the Council fund an extension to the Gosport Leisure Centre to provide and improved fitness suite and studio facilities.

RESOLVED: That the recommendations contained in the report be approved.

CHAIRMAN

Concluded at 19.11

GOSPORT BOROUGH COUNCIL

| | |
|-------------------------|--------------------------|
| BOARD: | COUNCIL |
| DATE OF MEETING: | 12 OCTOBER 2016 |
| TITLE: | FEES AND CHARGES |
| AUTHOR: | BOROUGH TREASURER |
| STATUS: | FOR APPROVAL |

Purpose

To consider and approve the amended fees & charges contained in this report and appendix.

Recommendation

That the Council approve the fees and charges referred to in the report and appendix for implementation from 1 January 2017 unless stated otherwise.

1.0 Background

- 1.1 Policy & Organisation Board received a report on the Budget Strategy for 2017/18 at the meeting on 21 September 2016.
- 1.2 Fees and charges were last reviewed and updated at the Council meeting on 14 October 2015.

2.0 Report

- 2.1 Fees and charges are an important source of revenue that are largely within the Council's control and reduce the burden falling on the general fund and council tax payers.
- 2.2 As part of the budget process for 2017/18, and against the backdrop of the Budget Strategy report and earlier Medium Term Financial Strategy, a fees and charges review has been undertaken.
- 2.3 The proposed fees and charges are set out in the appendix to this report.
- 2.4 It is proposed that the new charges are to be implemented on 1 January 2017 unless otherwise stated in the appendix.

- 2.5 It is anticipated that the amended charges may raise an additional £170,000 to help towards the £666,000 needed to fund Council services in 2017/18.

3.0 Risk Assessment

- 3.1 There is a risk to future service provision and the delivery of capital programme projects if the Council does not seek to maintain an appropriate level of income by reviewing its fees and charges.

4.0 Conclusion

- 4.1 Fees and Charges have been reviewed and the draft amended schedule is appended to this report.

| | |
|--------------------------|--|
| Financial Implications | As set out in the report |
| Legal Implications | The Council has power to charge for the services set out in this report. |
| Crime and Disorder | N/A |
| Equality and Diversity | N/A |
| Service Improvement Plan | N/A |
| Corporate Plan: | N/A |
| Risk Assessment: | Section 3 of the report |
| Background papers: | N/A |
| Appendix | Draft Fees and Charges booklet |
| Lead Officer | John Norman |

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.

| <u>ABANDONED / UNWANTED VEHICLES</u> | | Fee £ | VAT |
|---|--|------------------|------------|
| 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 www.opsi.gov.uk . | | | |

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

| <u>BEACH HUT RENTAL - GOSPORT RESIDENTS ONLY</u> | | Fee £ | VAT |
|---|-------------------------------|------------------|------------|
| 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. | | | |
| <u>BEACH HUT SITE RENTAL - GOSPORT RESIDENTS ONLY</u> | | | |
| 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 | | | |

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

| <u>CAR PARKS</u> | | Fee £ | VAT |
|---|--|------------------|------------|
| <u>PAY AND DISPLAY CHARGES</u> | | | |
| 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 | S |
| | Payment after 7 days | 65.00 | S |
| <u>PERMITS</u> | | | |
| 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 |
| <u>Notes</u> | | | |
| 1. All drivers of vehicles with a trailer will be responsible for the payment of the trailer charge. | | | |

| <u>ANN'S HILL CEMETERY</u> | Fee £ | VAT |
|--|------------------|------------|
| <u>EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES** - GOSPORT RESIDENT</u> | | |
| 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 | |
| <u>INTERMENTS</u> | | |
| 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 (subject to depth not exceeding 91.4cm (3ft) otherwise normal interment charge will apply, no charge for a child) | 160.00 | O |
| <u>MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS</u> | | |
| 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 | |
| <u>Notes</u> | | |
| ** The fees indicated above include the Deed of Grant and all the expenses thereof Imperial to metric conversions are approximate | | |

| <u>DOG CONTROL</u> | | Fee £ | VAT |
|--|---|------------------|------------|
| 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 |
| <u>Notes</u> | | | |
| 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. | | | |

| <u>ENVIRONMENTAL HEALTH SERVICES</u> | | Fee £ | VAT |
|--|-----------------|------------------|------------|
| 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 | |

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

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

| <u>GARAGES</u> | | Fee £ | VAT |
|---|----------|------------------|------------|
| 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 | | | |
| <u>Notes</u> | | | |
| Charges to be reviewed as part of the Council budget in January / February 2017 | | | |

| <u>HOUSING</u> | | Fee £ | VAT |
|--|--|------------------|------------|
| 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 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 |

| <u>REFUSE COLLECTIONS</u> | | 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 'Sharps' and disposal | Provide and disposal of yellow bags | No charge | |
| | 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 |
| <u>Notes</u> | | | |
| 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 | | | |

| <u>CASUAL LETTINGS OF LAND</u> | | Fee £ | VAT |
|--|---|-----------------------|------------|
| <u>USE OF COUNCIL LEISURE LAND</u> | | | |
| | <u>Damage Deposit</u> | <u>Per day</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 Organisations (note 2) | 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 Organisations (note 2) | 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 |
| <u>Notes</u> | | | |
| 1. Price includes access to water. Electricity is available on request at a number of locations. | | | |
| 2. No charge for Charitable Organisations except, where appropriate, for costs incurred by the Council and for a Damage Deposit | | | |
| 3. Damage deposits are refundable after any works and land reinstatement costs incurred by the Council have been deducted. | | | |
| 4. Other relevant sites by negotiation with the Head of Economic Prosperity, Tourism and Culture. | | | |
| 5. 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. | | | |
| 6. Hirers of 2 days or more will be granted (if required) set-up and breakdown days of 1 day for each day hired. | | | |
| 7. 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. | | | |
| <u>USE OF TOWN CENTRE/RETAIL AREAS</u> | | | |
| <u>For promotional and public entertainment activities in Gosport High Street</u> | | | |
| Commercial/promotional activities | Per metre (minimum 5 metres charge applies) | 7.50 | |
| Non-Commercial activities | Per metre (minimum 5 metres charge applies) | 3.00 | |

| LICENCES AND REGISTRATIONS | | Fee £ | VAT |
|--|---------------------|------------------|------------|
| 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 |
| <i>Scrap metal charges are effective from 16th October 2013</i> | | | |
| 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 |
| <u>Notes</u> | | | |
| 1. Plus any Veterinarian Inspection costs | | | |

| LICENSING ACT 2003 AND GAMBLING ACT 2005 PUBLIC REGISTERS | | Fee £ | VAT |
|--|--|------------------|------------|
| 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 | | | | | |
| Rateable Value | Band | Initial Licence Fee | Annual Fee | | |
| £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 | | | | | |
| Rateable Value | Band | Initial Licence Fee | Annual Fee | | |
| £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 |

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 | 2,000.00 | 1,000.00 | 1,000.00 | 1,200.00 | 1,200.00 | 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 £ | Transitional Application Fee £ | Renewal Fee £ | Annual Fee £ | |
|---|-------------------------|--------------------------------------|---------------------|--------------------|---|
| 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 £ | 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 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 |

| <u>PRIVATE HIRE / HACKNEY CARRIAGE</u> | | Fee £ | VAT |
|---|------------------------------------|------------------|------------|
| 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 | | 6.00 | O |
| (annual licence holders to coincide with triennial criminal record check) [Note 2] | | | |
| 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 |
| <u>Notes</u> | | | |
| 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. | | | |

| <u>MARKETS</u> | | | Fee £ | Fee £ | VAT |
|---|-------|--|----------------|---------------|-----|
| | | <u>Frontage</u> | <u>Regular</u> | <u>Casual</u> | |
| Gosport Market Tuesday | | Per 30cm (1ft) 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) Minimum 3m (10ft) pitch | | 1.00 | E |
| (inc. Craft, Food & Drink, Farmer's Markets, Christmas Markets) | | | | | |
| <u>Notes</u> | | | | | |
| Imperial to metric conversions are approximate | | | | | |

| <u>STREET TRADING CONSENTS - Licenced under statutory obligation</u> | | | Fee £ | VAT |
|---|----------------------------|---------------------------------|------------------|------------|
| 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 |
| Six Month Consent | 1 Day/week | Food Stalls/Vehicle/Trailer | 330.00 | O |
| | | Non-Food Stalls/Vehicle/Trailer | 290.00 | O |
| | 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) | | | |
| <u>Notes</u> | | | | |
| Imperial to metric conversions are approximate | | | | |

| <u>PEST CONTROL</u> | Concession £ | Fee £ | VAT |
|--|-------------------------|------------------|------------|
| <u>DOMESTIC PREMISES</u> | | | |
| Fleas, Carpet Beetles and Carpet Moths | | | |
| 1, 2 or 3-bedroomed property | 52.50 | 70.00 | S |
| 4-bedroomed property | 58.00 | 76.00 | S |
| 5-bedroomed property | 66.00 | 88.00 | S |
| over 5 bedrooms | Quote on request | | S |
| Bedbugs All Properties | 90.00 | 120.00 | S |
| All Other Insects (including wasps) | 52.50 | 70.00 | S |
| <u>Concessions:</u> | | | |
| Household in receipt of Universal Credit or Pension Credit | | | |
| NB - Officers must be shown documentary evidence of entitlement by at least one member of household | | | |
| Rodent control treatment & advice | | No Charge | |
| <u>PEST CONTROL: COMMERCIAL PREMISES</u> | | | |
| 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 |
| <u>Notes</u> | | | |
| 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. | | | |

| <u>SPORTS</u> | | Concession | Fee | VAT |
|---|---------------------|-------------------|------------|------------|
| | | £ | £ | |
| <u>BOWLS</u> | | | | |
| Per player per hour | Adult | 3.50 | 4.30 | S |
| Bowls and Slip Hire | | | 3.30 | S |
| <u>CRICKET</u> | | | | |
| 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 | Adult | 32.00 | 52.00 | S |
| (Gosport Park) | Weekdays after 6 pm | 27.00 | 37.00 | S |
| <u>FOOTBALL</u> | | | | |
| 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 |
| <u>MINI SOCCER</u> | | | | |
| Per match | | | 17.00 | S |
| Half day per pitch | | | 36.00 | S |
| <u>RUGBY</u> | | | | |
| Gosport Park | Adult | 37.00 | 58.00 | S |
| Dressing Rooms (separate use) | | | 23.00 | S |
| Refreshment Rooms (separate use) | | | 12.50 | S |
| <u>Notes</u> | | | | |
| 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 | | | | |

| <u>WILDGROUNDS NATURE RESERVE</u> | | Fee £ | VAT |
|--|--|------------------|------------|
| <u>PERMIT ACCESS</u> | | | |
| 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 300 permits per month July to August | | | |
| School Parties | Non-Gosport | 30.00 | E |
| | Gosport | No Charge | |
| Guided Walks 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 (Groups up to 20 people) | 35.00 | E |
| <u>Notes</u> | | | |
| 1. Children under the age of 5 are admitted free. | | | |

| <u>LAND CHARGES</u> | | Fee £ | VAT |
|---|----------------------------|------------------|------------|
| 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 | |
| <u>Notes</u> | | | |
| 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 £ | VAT |
|-------------------------|------------------|------------|
| High Hedges Application | 630.00 | O |

POSTAL NAMING AND NUMBERING

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

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.

| PLANNING PRE-APPLICATIONS | | | Fee £ | VAT |
|---|---------------------------|--|------------------|------------|
| General Advice | | | | |
| General enquiries and advice on planning procedures | | | Free | |
| Permitted Development Enquiry | | | | |
| All submissions for informal opinion on requirement for planning permission | Householders | | Free | |
| | Others | | 37.00 | S |
| 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 | 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 ² | See also Note 1 | 100.00 | S |
| Major industrial/commercial: | 1000 - 5000m ² | See also Note 2 | 630.00 | S |
| | 5000 + m ² | 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 | |
| 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 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

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

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

S

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.