

Statutory Fees and Charges 2023/24	VAT KEY	OS	Outside the scope	APPENDIX 5
		S	Standard Rated	
		E	Exempt	
Service	Further Information	VAT category	Charge for 2022/23 £	Approved charges for 2023/24 £
CORPORATE SERVICES				
Imposition of a penalty for failure to notify the council tax office		E	70.00	70.00
GOVERNANCE & LAW				
Registration of Electors				
Full Register Costs - fee plus £5.00 per 1000 entries (or part)	Paper Copy	OS	10.00	10.00
Full Register Costs - fee plus £1.50 per 1000 entries (or part)	Data Copy	OS	20.00	20.00
Open Register Costs - fee plus £5.00 per 1000 entries (or part)	Paper Copy	OS	10.00	10.00
Open Register Costs - fee plus £1.50 per 1000 entries (or part)	Data Copy	OS	20.00	20.00
Marked Register Costs - fee plus £2.00 per 1000 entries (or part)	Paper Copy	OS	10.00	10.00
Marked Register Costs - fee plus £1.00 per 1000 entries (or part)	Data Copy	OS	10.00	10.00
OPERATIONS				
Parking				
On street parking penalty notice (PCN)	if paid within 14 days	OS	25.00/35.00	25.00/35.00
	if paid within 28 days	OS	50.00/70.00	50.00/70.00
	if paid after 28 days	OS	50.00/70.00	50.00/70.00
Off street parking penalty notice (PCN)	if paid within 14 days	OS	25.00/35.00	25.00/35.00
	if paid within 28 days	OS	50.00/70.00	50.00/70.00
	if paid after 28 days	OS	50.00/70.00	50.00/70.00
PLACE				
Dog Control				
Stray Dog Collection		OS	25.00	25.00
Gambling Act 2005 - Premise Licence Fees				
Existing Casino	Application to vary	OS	N/A	N/A
	Application to transfer	OS	N/A	N/A
	Application for reinstatement	OS	N/A	N/A
	Application for Premises Licence or provisional statement	OS	N/A	N/A
	Application for Premises Licence (provisional statement in place)	OS	N/A	N/A
	Copy of Licence	OS	N/A	N/A
	Notification of change	OS	N/A	N/A
	Annual Fee	OS	N/A	N/A
New Small Casino	Application to vary	OS	4,000.00	4,000.00
	Application to transfer	OS	1,800.00	1,800.00
	Application for reinstatement	OS	1,800.00	1,800.00
	Application for Premises Licence or provisional statement	OS	8,000.00	8,000.00
	Application for Premises Licence (provisional statement in place)	OS	3,000.00	3,000.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	5,000.00	5,000.00

Service	Further Information	VAT category	Charge for 2022/23	Approved charges for 2023/24
New large Casino	Application to vary	OS	5,000.00	5,000.00
	Application to transfer	OS	2,150.00	2,150.00
	Application for reinstatement	OS	2,150.00	2,150.00
	Application for Premises Licence or provisional statement	OS	10,000.00	10,000.00
	Application for Premises Licence (provisional statement in place)	OS	5,000.00	5,000.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	10,000.00	10,000.00
Regional Casino	Application to vary	OS	7,500.00	7,500.00
	Application to transfer	OS	6,500.00	6,500.00
	Application for reinstatement	OS	6,500.00	6,500.00
	Application for Premises Licence or provisional statement	OS	15,000.00	15,000.00
	Application for Premises Licence (provisional statement in place)	OS	8,000.00	8,000.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	15,000.00	15,000.00
Bingo Club	Application to vary	OS	1,750.00	1,750.00
	Application to transfer	OS	1,200.00	1,200.00
	Application for reinstatement	OS	1,200.00	1,200.00
	Application for Premises Licence or provisional statement	OS	3,500.00	3,500.00
	Application for Premises Licence (provisional statement in place)	OS	1,200.00	1,200.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	1,000.00	1,000.00
Betting Premise (excluding Tracks)	Application to vary	OS	1,500.00	1,500.00
	Application to transfer	OS	1,200.00	1,200.00
	Application for reinstatement	OS	1,200.00	1,200.00
	Application for Premises Licence or provisional statement	OS	3,000.00	3,000.00
	Application for Premises Licence (provisional statement in place)	OS	1,200.00	1,200.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	600.00	600.00
Track	Application to vary	OS	1,250.00	1,250.00
	Application to transfer	OS	950.00	950.00
	Application for reinstatement	OS	950.00	950.00
	Application for Premises Licence or provisional statement	OS	2,500.00	2,500.00
	Application for Premises Licence (provisional statement in place)	OS	950.00	950.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	1,000.00	1,000.00
Family Entertainment Centre	Application to vary	OS	1,000.00	1,000.00
	Application to transfer	OS	950.00	950.00
	Application for reinstatement	OS	950.00	950.00
	Application for Premises Licence or provisional statement	OS	2,000.00	2,000.00
	Application for Premises Licence (provisional statement in place)	OS	950.00	950.00
	Copy of Licence	OS	25.00	25.00
	Notification of change	OS	50.00	50.00
	Annual Fee	OS	750.00	750.00
Adult Gaming Centre	Application to vary	OS	1,000.00	1,000.00
	Application to transfer	OS	1,200.00	1,200.00
	Application for reinstatement	OS	1,200.00	1,200.00
	Application for Premises Licence or provisional statement	OS	2,000.00	2,000.00
	Application for Premises Licence (provisional statement in place)	OS	1,200.00	1,200.00
	Copy of Licence	OS	25.00	25.00
	Annual Fee	OS	1,000.00	1,000.00
	Notification of change	OS	50.00	50.00
Lottery Registration		OS	40.00	40.00
Lottery Registration Renewal		OS	20.00	20.00

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Other Operations				
Other operations (excluding drilling for oil or gas or the winning and working of minerals):	For each 0.1ha - £234	OS	max £2,028	max £2,028
Conversion to a dwelling				
Change of use of building to one or more dwelling houses:				
	For 50 dwellings or less dwellings (per additional dwelling)	OS	462.00	462.00
	For more than 50 dwelling £22,859 plus £138.00 For each dwelling over 50	OS	max £300,000	max £300,000
Changes of use (excluding waste deposit and deposit and storage of minerals)				
Change of use of land or buildings		OS	462.00	462.00
Advertisements				
Relating to the business on the premises		OS	132.00	132.00
Advance signs not on or visible from the site directing public to a business		OS	132.00	132.00
Other Advertisements		OS	462.00	462.00
Certificates of Lawful Development or Use				
Existing use or operation		OS	Planning Fee	Planning Fee
Existing use or operation - lawful not to comply with any condition or limitation		OS	234.00	234.00
Proposed use or operation		OS	Half of planning fee	Half of planning fee
Prior Approval				
Agricultural & forestry buildings & operations or demolition of buildings		OS	96.00	96.00
Communications		OS	462.00	462.00
Proposed change of use to school or nursery		OS	96.00	96.00
Proposed change of use of agricultural building to school or nursery		OS	96.00	96.00
Proposed change of use of agricultural building to flexible use		OS	96.00	96.00
Proposed change of use from office to dwelling house		OS	96.00	96.00
Proposed change of use of agricultural building to dwelling house		OS	96.00	96.00
Proposed change of use of agricultural to dwelling with building operations		OS	206.00	206.00
Proposed change of use from retail or mixed retail & residential to dwelling		OS	96.00	96.00
Proposed change of use from retail or mixed retail & residential to dwelling with building operations		OS	206.00	206.00
Change of use from storage or distribution to dwelling		OS	96.00	96.00
Change of use from arcade/casino/sui generis to dwelling		OS	96.00	96.00
Change of use from arcade/casino/sui generis to dwelling & building works		OS	206.00	206.00
Change of use from shops/office/betting offices/casinos to restaurants & cafes		OS	96.00	96.00
Change of use from shops/office/betting offices/casinos to restaurants & cafes with building works		OS	206.00	206.00
Change of use from shops/office/betting offices/casinos to assembly & leisure		OS	96.00	96.00
Prior approval for erection of collection facility within curtilage of shop		OS	96.00	96.00
Temporary use for commercial film making and associated temporary works		OS	96.00	96.00
Installation, alteration or replacement of solar panels up to 1 megawatt		OS	96.00	96.00
Approval/Variation/discharge of condition				
Removal or variation of condition following grant of planning permission		OS	234.00	234.00
Request for confirmation conditions complied with - householder		OS	34.00	34.00
Request for confirmation conditions complied with - other			116.00	116.00
Reserved matters				
Approval of reserved matters following outline approval		OS	Full planning fee	Full planning fee
Application for Permission in Principle				
Each 0.1ha of site area		OS	402.00	402.00
Non-material amendments following a grant of planning permission				
a) Householder applications		OS	34.00	34.00
b) All other applications		OS	234.00	234.00

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Fixed Penalty Notices and Tariffs				
Offence				
Littering - Section 87/88 Environmental Protection Act 1990	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Street litter control notice non compliance - Section 92C/94A Environmental Protection Act 1990	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Litter clearing Notice non compliance - Section 92C/94A Environmental Protection Act 1990	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Failure to produce waste documents - Environmental Protection Act 1990 Section 34/34a Environmental Protection Act 1990	Full penalty	OS	300.00	300.00
	Maximum on conviction	OS		
Unauthorised distribution of free printed matter- Schedule 3A Environmental Protection Act 1990	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Deface by Fly posting Section 43/44 of Anti Social Behaviour Act 2003	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Abandonment of a vehicle - Section 2/2ARefuse Disposal (Amenity) Act 1978	Full penalty	OS	200.00	200.00
	Maximum on conviction	OS	£2,500.00 and/or imprisonment	£2,500.00 and/or imprisonment
Nuisance vehicles - Section 3/4/5/6 Clean Neighbourhood & Environment Act 2005	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Failure to comply with domestic waste receptacles and putting out notice- Section 46, 47ZA and 47ZB of Environmental Protection Act 1990	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Failure to comply with commercial waste receptacles and putting out notice- Section 47, 47ZA and 47ZB of Environmental Protection Act 1990	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Failure to remove dog faeces forthwith - this will be charged under the Public Space Protection Order	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Allowing dog in an excluded zone - this will be charged under the Public Space Protection Order	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Failing to put dog on lead when requested to do so by authorised officer - this will be charged under the Public Space Protection Order	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Failure to put dog on lead in designated area - this will be charged under the Public Space Protection Order	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Failure to produce authority to transport waste - Section 5/5b Control of Pollution (amendment) Act 1989	Full penalty	OS	300.00	300.00
	Maximum on conviction	OS		
Breach of Community Protection Notice - Anti-Social Behaviour, Crime and Policing Act 2014 - sec 52	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	2,500.00	2,500.00
Breach of Public Space Protection Order - Anti-Social Behaviour, Crime and Policing Act 2014 - sec 63/67 (Including: anti-social consumption, intoxicating substances, urinating/spitting/defecating, begging, anti-social street entertainment, unauthorised street fundraising/marketing, unauthorised camping)	Full penalty	OS	100.00	100.00
	Maximum on conviction	OS	1,000.00	1,000.00
Small Fly-tipping incidents - Deposit of Waste (Fixed Penalties) Regulations 2016	Full penalty	OS	300.00	300.00
	Maximum on conviction	OS		

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Smoking in a smoke free place (section 7(2) Health Act 2006)	Full penalty	OS	£50 (reduced to £30 if paid within 15 days)	£50 (reduced to £30 if paid within 15 days)
	Maximum on conviction	OS	200.00	200.00
Household Waste Duty of Care - Section 34 of Environmental Protection Act 1990	Full penalty	OS	150.00	150.00
	Maximum on conviction	OS	2,500.00	2,500.00
Failure to display No Smoking signs in smoke free premises or vehicle - Section 6 Health Act 2006	Full penalty	OS	£200 (reduced to £150 if paid within 15 days)	£200 (reduced to £150 if paid within 15 days)
	Maximum on conviction	OS	1,000.00	1,000.00
The Health Protection (Coronavirus, Business Closure) (England) Regulations 2020	New Covid regulations 2020	OS	n/a	n/a
(Coronavirus, Collection of Contact Details etc and related Requirements) Regulations 2020	New Covid regulations 2020	OS	n/a	na