

# APPENDIX 3 – FEES AND CHARGES 2024/2025

Policy and Resources Committee		Electoral Services							
Statutory fees are set by section 110 of the Representation of the People Regulations 2001.		2023/24		Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	£	£	£	£	£	
<b>Electoral Services (Statutory):</b>									
<b>Printed Format</b>									
Sale of Full Register/ Notice of Alteration		£10.00	0.0%	£0.00	£10.00	£0.00	£10.00		OS
- Per thousand names or part		£5.00	0.0%	£0.00	£5.00	£0.00	£5.00		OS
Supply of Overseas Register		£10.00	0.0%	£0.00	£10.00	£0.00	£10.00		OS
- Per hundred names or part		£5.00	0.0%	£0.00	£5.00	£0.00	£5.00		OS
<b>Data Format</b>									
Sale of Full Register/ Notice of Alteration		£20.00	0.0%	£0.00	£20.00	£0.00	£20.00		OS
- Per thousand names or part		£1.50	0.0%	£0.00	£1.50	£0.00	£1.50		OS
Supply of Overseas Register		£20.00	0.0%	£0.00	£20.00	£0.00	£20.00		OS
- Per hundred names of part		£1.50	0.0%	£0.00	£1.50	£0.00	£1.50		OS
<b>Marked Register:</b>									
<b>Printed Format</b>									
Sale of the whole or any part of the marked register/ Postal Vote Return Report following an election		£10.00	0.0%	£0.00	£10.00	£0.00	£10.00		OS
- Per thousand names or part		£2.00	0.0%	£0.00	£2.00	£0.00	£2.00		OS
<b>Data Format</b>									
Sale of the whole or any part of the marked register / Postal Vote Return Report following an election		£10.00	0.0%	£0.00	£10.00	£0.00	£10.00		OS
- Per thousand names of part		£1.00	0.0%	£0.00	£1.00	£0.00	£1.00		OS

Policy and Resources Committee		Street Naming and Numbering							
		2023/24		Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	£	
<b>Street Naming and Numbering:</b>									
Naming or renaming of a registered property		£81.00	6.2%	£5.00	£86.00	£0.00	£86.00		OS
Renaming an existing street at resident request, per street		£284.00	6.0%	£17.00	£301.00	£0.00	£301.00		OS
Renumbering an existing street at resident request, per property		£57.00	5.3%	£3.00	£60.00	£0.00	£60.00		OS
Naming a new street		£113.00	6.2%	£7.00	£120.00	£0.00	£120.00		OS
Naming of additional streets on the same application		£34.00	5.9%	£2.00	£36.00	£0.00	£36.00		OS
Numbering new development (plots 1-10), per plot		£34.00	5.9%	£2.00	£36.00	£0.00	£36.00		OS
Numbering new development (plots 11+), per plot		£23.00	4.3%	£1.00	£24.00	£0.00	£24.00		OS
Numbering a block of flats, per block		£113.00	6.2%	£7.00	£120.00	£0.00	£120.00		OS
Renumbering due to change in layout plan by developer (plots 1-10), per plot		£23.00	4.3%	£1.00	£24.00	£0.00	£24.00		OS
Renumbering due to change in layout plan by developer (plots 11+), per plot		£18.00	5.6%	£1.00	£19.00	£0.00	£19.00		OS
Confirmation of address details		£57.00	5.3%	£3.00	£60.00	£0.00	£60.00		OS

Policy and Resources Committee		Revenue Services							
		2023/24		Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	£	
<b>Revenues *</b>									
Court costs added to Council Tax accounts.		£73.50	0.0%	£0.00	£73.50	£0.00	£73.50		OS
Court costs added to NNDR accounts.		£85.00	-2.9%	£-2.50	£82.50	£0.00	£82.50		OS

\* Charges agreed with Magistrates

# APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Car Parks								
		2023/24			2024/25			VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£			
<b>Car Parks</b>										
Gainsborough not including Roseway										
	Mon-Sat 0-1 hours	£0.00	0.0%	£0.00	£0.00	£0.00	£0.00	£0.00	S	
	Mon-Sat 1-2 hours	£0.92	0.0%	£0.00	£0.92	£0.18	£1.10	S		
	Mon-Sat 2-3 hours	£1.33	0.0%	£0.00	£1.33	£0.27	£1.60	S		
	Mon-Sat 3-4 hours	£1.67	0.0%	£0.00	£1.67	£0.33	£2.00	S		
	Mon-Sat 4-6 hours	£2.75	0.0%	£0.00	£2.75	£0.55	£3.30	S		
	Mon-Sat 6+ hours	£3.25	0.0%	£0.00	£3.25	£0.65	£3.90	S		
Roseway only										
	Mon-Sat 0-1 hours	£0.00	0.0%	£0.00	£0.00	£0.00	£0.00	S		
	Mon-Sat 1-2 hours	£1.17	0.0%	£0.00	£1.17	£0.23	£1.40	S		
	Mon-Sat 2-3 hours	£1.66	0.0%	£0.00	£1.66	£0.33	£2.00	S		
	Mon-Sat 3-4 hours	£2.08	0.0%	£0.00	£2.08	£0.42	£2.50	S		
	Travelodge permit	£5.42	0.0%	£0.00	£5.42	£1.08	£6.50	S		
Market Rasen										
	Mon-Sat 0-1 hours	£0.00	0.0%	£0.00	£0.00	£0.00	£0.00	S		
	Mon-Sat 1-2 hours	£0.00	0.0%	£0.00	£0.00	£0.00	£0.00	S		
	Mon-Sat 2-3 hours	£0.67	0.0%	£0.00	£0.67	£0.13	£0.80	S		
	Mon-Sat 3-4 hours	£0.83	0.0%	£0.00	£0.83	£0.17	£1.00	S		
	Mon-Sat 4-6 hours	£1.42	0.0%	£0.00	£1.42	£0.28	£1.70	S		
	Mon-Sat 6+ hours	£1.67	0.0%	£0.00	£1.67	£0.33	£2.00	S		
<b>Annual Season Tickets</b>										
Gainsborough only										
	Mon-Sat	£510.00	0.0%	£0.00	£510.00	£102.00	£612.00	S		
	Mon-Sat (If paid by monthly DD)	£440.00	0.0%	£0.00	£440.00	£88.00	£528.00	S		
	Mon-Fri	£430.00	0.0%	£0.00	£430.00	£86.00	£516.00	S		
	Mon-Fri (If paid by monthly DD)	£350.00	0.0%	£0.00	£350.00	£70.00	£420.00	S		
Market Rasen Only										
	Mon-Sat	£255.00	0.0%	£0.00	£255.00	£51.00	£306.00	S		
	Mon-Sat (If paid by monthly DD)	£220.00	0.0%	£0.00	£220.00	£44.00	£264.00	S		
	Mon-Fri	£215.00	0.0%	£0.00	£215.00	£43.00	£258.00	S		
	Mon-Fri (If paid by monthly DD)	£175.00	0.0%	£0.00	£175.00	£35.00	£210.00	S		
Sunday - parking is free all day (except Travelodge permit which applies 7 days per week)										
<b>Penalty Charge Notice</b>										
	Higher Rate	£70.00	0.0%	£0.00	£70.00	£0.00	£70.00	OS		
	Higher rate discounted if paid within 14 days	£35.00	0.0%	£0.00	£35.00	£0.00	£35.00	OS		
	Lower Rate	£50.00	0.0%	£0.00	£50.00	£0.00	£50.00	OS		
	Lower rate discounted if paid within 14 days	£25.00	0.0%	£0.00	£25.00	£0.00	£25.00	OS		
Penalty Charge Notices have replaced the Excess Charge Notice. The Traffic Management Act 2004 has introduced differential Penalty Charge Notices. Notices are categorised as 'Higher' or 'Lower' dependent on the severity of the parking infringement. Higher penalties are payable at £70 and lower penalties at £50. These categories are as determined in National Guidance.										
	Electric Vehicle Charging	charge per kWh	£0.46	0.0%	£0.00	£0.46	£0.09	£0.55	S	
<b>Free Christmas Parking</b> - one day free parking at Gainsborough and Market Rasen during the Christmas period - Dates TBC.										
<b>Bus Station</b>										
	Allocated stand	Per quarter for first stand	£251.00	9.0%	£22.50	£273.50	£0.00	£273.50	OS	
	Registered Casual Users Per Quarter	Per quarter for second stand	£154.00	9.1%	£14.00	£168.00	£0.00	£168.00	OS	
			£57.50	8.7%	£5.00	£62.50	£0.00	£62.50	OS	

Prosperous Communities Committee		Markets								
		2023/24			2024/25			VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£			
<b>Gainsborough Market</b>										
<b>Tuesday Market</b>										
<b>Registered Trader</b>										
	1 stall	£16.00	0.0%	£0.00	£16.00	£0.00	£16.00	OS		
	2 stalls	£27.00	0.0%	£0.00	£27.00	£0.00	£27.00	OS		
	3 stalls	£35.00	0.0%	£0.00	£35.00	£0.00	£35.00	OS		
	4 stalls	£43.00	0.0%	£0.00	£43.00	£0.00	£43.00	OS		
	5 stalls	£51.00	0.0%	£0.00	£51.00	£0.00	£51.00	OS		
<b>Casual Trader</b>										
	1 stall	£17.50	0.0%	£0.00	£17.50	£0.00	£17.50	OS		
	2 stalls	£35.00	0.0%	£0.00	£35.00	£0.00	£35.00	OS		
	3 stalls	£52.50	0.0%	£0.00	£52.50	£0.00	£52.50	OS		
	4 stalls	£70.00	0.0%	£0.00	£70.00	£0.00	£70.00	OS		
	5 stalls	£87.50	0.0%	£0.00	£87.50	£0.00	£87.50	OS		
<b>Saturday Market</b>										
<b>Registered Trader</b>										
	1 stall	£10.00	0.0%	£0.00	£10.00	£0.00	£10.00	OS		
	2 stalls	£20.00	0.0%	£0.00	£20.00	£0.00	£20.00	OS		
	3 stalls	£25.00	0.0%	£0.00	£25.00	£0.00	£25.00	OS		
	4 stalls	£30.00	0.0%	£0.00	£30.00	£0.00	£30.00	OS		
	5 stalls	£35.00	0.0%	£0.00	£35.00	£0.00	£35.00	OS		
<b>Casual Trader</b>										
	1 stall	£16.50	0.0%	£0.00	£16.50	£0.00	£16.50	OS		
	2 stalls	£33.00	0.0%	£0.00	£33.00	£0.00	£33.00	OS		
	3 stalls	£49.50	0.0%	£0.00	£49.50	£0.00	£49.50	OS		
	4 stalls	£66.00	0.0%	£0.00	£66.00	£0.00	£66.00	OS		
	5 stalls	£82.50	0.0%	£0.00	£82.50	£0.00	£82.50	OS		
<b>Young Market Traders (16 - 30 years)</b>										
	50% discount when trading for 12 continuous weeks	n/a	n/a	n/a	n/a	n/a	n/a	n/a		
<b>Larger Stall Discount</b>										
	Discount for market traders bringing between 8 and 25 stalls on a specialist market	n/a	n/a	n/a	£10.00	£0.00	£10.00	OS		
	Discount for market traders bringing more than 25 stalls to Gainsborough market on either a Tuesday or Saturday	n/a	n/a	n/a	£7.50	£0.00	£7.50	OS		
<b>Other Units (Vending Vans, Trailers etc.)</b>										
<b>Tuesday Market</b>										
	Registered Trader	£23.50	0.0%	£0.00	£23.50	£0.00	£23.50	OS		
	Casual Trader	£25.50	0.0%	£0.00	£25.50	£0.00	£25.50	OS		
<b>Saturday Market</b>										
	Registered Trader	£15.00	0.0%	£0.00	£15.00	£0.00	£15.00	OS		
	Casual Trader	£20.00	0.0%	£0.00	£20.00	£0.00	£20.00	OS		

# APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Pre Application Advice						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
<b>Development</b>								
Householder development - do I need planning permission?		£35.00	7.1%	£2.50	£37.50	£7.50	£45.00	S
Householder development including alterations, extensions and outbuildings (this fee would also include establishing whether an application is required and any listed building consent enquiring if applicable)		£93.33	6.3%	£5.84	£99.17	£19.83	£119.00	S
Non-residential changes of use including siting of caravans for sites under 1 ha or buildings under 1,000 m2 (gross)		£200.83	5.8%	£11.67	£212.50	£42.50	£255.00	S
Non-residential changes of use including siting of caravans for sites of 1 ha or above or buildings of 1,000 m2 or above (gross)		£350.83	5.9%	£20.84	£371.67	£74.33	£446.00	S
Development of 1-9 dwellings including changes of use to residential	1st dwelling	£240.83	5.9%	£14.17	£255.00	£51.00	£306.00	S
	Additional dwellings	£134.17	6.2%	£8.34	£142.50	£28.50	£171.00	S
Development of 10-49 dwellings including changes of use to residential	10th dwelling	£1,447.50	6.0%	£86.67	£1,534.17	£306.83	£1,841.00	S
	Additional dwellings	£716.7	5.8%	£4.16	£75.83	£15.17	£91.00	S
Development of 50 or more dwellings	minimum fee	£4,338.33	6.0%	£260.00	£4,598.33	£919.67	£5,518.00	S
	additional fee subject to complexity of proposal	£0.00			£0.00			
Non-residential development where no floor space is created.		£129.17	5.8%	£7.50	£136.67	£27.33	£164.00	S
Non-residential development up to 499 m2 floor area, or 0.5 ha site area		£175.83	6.2%	£10.84	£186.67	£37.33	£224.00	S
Non-residential development between 500 and 999 m2 floor area, or between 0.5ha and 1.0 ha.	For 500 m2 or 0.5ha	£265.00	6.0%	£15.83	£280.83	£56.17	£337.00	S
	Each additional 100 m2 or 0.1ha	£134.17	6.2%	£8.34	£142.50	£28.50	£171.00	S
Non-residential development between 1,000 and 4,999 m2 floor area, or between 1.1ha and 2.0ha.	For 1,000 m2 or 1.1ha	£908.33	6.0%	£54.17	£962.50	£192.50	£1,155.00	S
	Each additional 100 m2 or 0.1ha	£68.33	6.1%	£4.17	£72.50	£14.50	£87.00	S
Non-residential development of 5,000 m2 or more or 2.1ha or more.	Minimum fee	£3,691.67	6.0%	£221.66	£3,913.33	£782.67	£4,696.00	S
	additional fee subject to complexity of proposal	£0.00			£0.00			
Variation or removal of condition.		£93.33	6.3%	£5.84	£99.17	£19.83	£119.00	S
Advertisements		£93.33	6.3%	£5.84	£99.17	£19.83	£119.00	S
Non-householder listed building consent		£182.50	5.9%	£10.83	£193.33	£38.67	£232.00	S
Additional site visit		£159.17	5.8%	£9.16	£168.33	£33.67	£202.00	S
Hazardous Substances		£88.33	5.7%	£5.00	£93.33	£18.67	£112.00	S

**N.B.**  
1. The fee for a mixed use developments would be derived from the total of the fees for all elements.  
2. Agricultural development and telecommunications are not included as they have their own national notification procedures which dictate whether there is a pre-application process fee or not.  
3. Cross boundary pre-application fees will be based upon the amount of development in each authority (if a dwelling straddles the boundary, the authority with the majority its floor space will receive the fee for that dwelling).

Prosperous Communities Committee		Planning						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
Paper copies of plans, drawings and documents	per side of A4	£0.27	6.0%	£0.02	£0.29	£0.00	£0.29	OS
	per side of A3	£0.58	6.0%	£0.03	£0.61	£0.00	£0.61	OS
	per side A2, A1, A0	£7.00	6.0%	£0.42	£7.42	£0.00	£7.42	OS
Requests for Planning Information		£68.33	6.1%	£4.17	£72.50	£14.50	£87.00	S
Entry onto Self-Build and Custom-Build Housing Register		£52.00	5.8%	£3.00	£55.00	£0.00	£55.00	OS
Public Path Orders, i.e. Diversion Orders	Minimum charge	£615.00	6.0%	£37.00	£652.00	£0.00	£652.00	OS
	Maximum charge	£1,839.00	6.0%	£110.00	£1,949.00	£0.00	£1,949.00	OS

# APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Planning Applications						
2023/24	Proposed Increase / (Decrease)	2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate			
						£	% Type	or £
<b>Outline Applications</b>								
Site area (erection of dwellinghouses)	Every 0.1 ha where the site does not exceed 0.5 ha	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS
	Every 0.1 ha between 0.5 ha and 2.5 ha	£462.00	35.1%	£162.00	£624.00	£0.00	£624.00	OS
	Where the site area exceeds 2.5 ha, £15,433 and an additional £186 for each 0.1 ha in excess of 2.5 hectares, subject to a maximum in total of £205,500	£138.00	34.8%	£48.00	£186.00	£0.00	£186.00	OS
Site area (erection of buildings)	Every 0.1 ha where the site does not exceed 1 ha	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS
	Every 0.1 ha between 1 ha and 2.5 ha	£462.00	35.1%	£162.00	£624.00	£0.00	£624.00	OS
	Where the site area exceeds 2.5 ha, £15,433 and an additional £186 for each 0.1 ha in excess of 2.5 hectares, subject to a maximum in total of £205,500	£138.00	34.8%	£48.00	£186.00	£0.00	£186.00	OS
<b>Full Applications (and First Submissions of Reserved Matters, or Technical Details Consent)</b>								
Alterations/extensions to dwellinghouses, including works within boundaries	Where the application relates to a single dwellinghouse (or single flat)	£206.00	25.2%	£52.00	£258.00	£0.00	£258.00	OS
	Where the application relates to 2 or more dwellinghouses (or two or more flats)	£407.00	25.1%	£102.00	£509.00	£0.00	£509.00	OS
New dwellinghouses	Where number of new dwellinghouses is not more than 10	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS
	Between 10 and 50 dwellinghouses	£462.00	35.1%	£162.00	£624.00	£0.00	£624.00	OS
	Where the number of dwellinghouses exceeds 50, £30,860 and an additional £186 for each dwelling in excess of 50 subject to a maximum in total of £405,000	£138.00	34.8%	£48.00	£186.00	£0.00	£186.00	OS
Erection of building (not dwellinghouses, agricultural, glasshouses, plant or machinery)	No increase in gross floor space or no more than 40m <sup>2</sup>	£234.00	25.2%	£59.00	£293.00	£0.00	£293.00	OS
	More than 40m <sup>2</sup> but no more than 1,000m <sup>2</sup> . £578 for each 75m <sup>2</sup> or part thereof	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS
	Between 1000m <sup>2</sup> and 3,750m <sup>2</sup> . £624 for each 75m <sup>2</sup> or part thereof	£462.00	35.1%	£162.00	£624.00	£0.00	£624.00	OS
	More than 3,750m <sup>2</sup> , £30,860 and an additional £186 for each 75m <sup>2</sup> in excess of 3,750m <sup>2</sup> up to a maximum of £405,000	£138.00	34.8%	£48.00	£186.00	£0.00	£186.00	OS
Erection/alterations/replacement of plant and machinery	Where site area does not exceed 1 ha; per 0.1 ha or part thereof	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS
	More than 1 ha but not more than 5ha; per 0.1 ha or part thereof	£462.00	35.1%	£162.00	£624.00	£0.00	£624.00	OS
	Over 5 ha £30,860 and an additional £186 for each 0.1 ha in excess of 5 ha to a maximum of £405,000	£138.00	34.8%	£48.00	£186.00	£0.00	£186.00	OS
The erection of buildings (on land used for agriculture for agricultural purposes)	Not more than 465 m <sup>2</sup> gross floor space created	£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS
	More than 465m <sup>2</sup> but no more than 540m <sup>2</sup>	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS
	More than 540m <sup>2</sup> but no more than 1000m <sup>2</sup> . £578 for the first 540 m <sup>2</sup> then £578 per additional 75 m <sup>2</sup> (or part thereof) in excess of 540m <sup>2</sup>	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS
	Between 1000m <sup>2</sup> and 4,215m <sup>2</sup> . £624 for the first 1000 m <sup>2</sup> then £624 per additional 75 m <sup>2</sup> (or part thereof) in excess of 1000m <sup>2</sup>	£462.00	35.1%	£162.00	£624.00	£0.00	£624.00	OS
	More than 4,215 m <sup>2</sup> , £30,860 and an additional £186 for each 75 m <sup>2</sup> in excess of 4,215 m <sup>2</sup> up to a maximum of £405,000	£138.00	34.8%	£48.00	£186.00	£0.00	£186.00	OS
Erection of glasshouses (on land used for the purposes of agriculture)	Not more than 465 m <sup>2</sup> gross floor space created	£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS
	More than 465 m <sup>2</sup> gross floor space created but not more than 1000 m <sup>2</sup>	£2,580.00	25.0%	£645.00	£3,225.00	£0.00	£3,225.00	OS
	More than 1000 m <sup>2</sup> gross floor space created	£2,580.00	35.0%	£903.00	£3,483.00	£0.00	£3,483.00	OS

# APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Planning Applications Continued							
		2023/24		Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	£	
<b>Applications other than Building Works</b>									
Car parks, service roads or other accesses	For existing uses	£234.00	25.2%	£59.00	£293.00	£0.00	£293.00	OS	
Other Operations (not coming within any of the above categories)	Any site area. £293 for each 0.1 ha (or part thereof) up to a maximum of £2,535	£234.00	25.2%	£59.00	£293.00	£0.00	£293.00	OS	
<b>Lawful Development Certificate</b>									
	Existing use or operation	Same as Full						OS	
	Existing use or operation - lawful not to comply with any condition or limitation	£234.00	25.2%	£59.00	£293.00	£0.00	£293.00	OS	
	Proposed use or operation	Half the normal planning fee						OS	
<b>Prior Approval</b>									
Larger home extensions		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
Additional Storeys on a home		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
Agricultural and Forestry buildings & operations		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
Demolition of buildings		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
Communications (previously referred to as Telecommunications Code Systems Operators)		£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS	
Change of use from Commercial/Business/Service (Use Class E), or Betting Office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) to a State Funded School		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible commercial use within Commercial/Business/Service (Use Class E), Storage or Distribution (Use Class B8), or Hotels (Use Class C1)		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Use Class C3)	£125 for each dwellinghouse	£100.00	25.0%	£25.00	£125.00	£0.00	£125.00	OS	
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
	if it includes building operations in connection with the change of use	£206.00	25.2%	£52.00	£258.00	£0.00	£258.00	OS	
Change of use of a building from Betting Office, Pay Day Loan Shop, Laundrette, a mixed use combining one of these uses and use as Dwellinghouse(s), or Hot Food Takeaways to Dwellinghouses (Use Class C3)		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
	if it includes building operations in connection with the change of use	£206.00	25.2%	£52.00	£258.00	£0.00	£258.00	OS	
Provision of Temporary School Building on Vacant Commercial Land and the use of that land as a State-funded School, for up to 3 Academic Years		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
Change of Use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos to Dwellinghouses (Use Class C3)		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	
	if it includes building operations in connection with the change of use	£206.00	25.2%	£52.00	£258.00	£0.00	£258.00	OS	
Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop		£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS	

APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Planning Applications Continued							
	2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate		
		£	% Type or £					£	£
<b>Prior Approval</b>									
Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use	£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS		
Installation, Alterations or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS		
Erection, extension, or alteration of a university building	£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS		
Movable structure within the curtilage of a historic visitor attraction, or listed pub/restaurant/etc	£96.00	25.0%	£24.00	£120.00	£0.00	£120.00	OS		
Erection, extension or alteration on a closed defence site by or on behalf of the Crown of single living accommodation and/or non-residential buildings	£0.00	100.0%	£120.00	£120.00	£0.00	£120.00	OS		
Construction of new dwellinghouses	Not more than 10 Dwellinghouses	£334.00	25.1%	£84.00	£418.00	£0.00	£418.00	OS	
	Between 10 and 50 dwellinghouses	£334.00	35.0%	£117.00	£451.00	£0.00	£451.00	OS	
	more than 50 dwellinghouses: £22,309 + £135 for each dwellinghouse in excess of 50. Maximum fee of £405,000	£100.00	35.0%	£35.00	£135.00	£0.00	£135.00	OS	
<b>Reserved Matters</b>									
Application for approval of reserved matters following outline approval	Full fee due or if full fee already paid then £578 due						OS		
<b>Approval/Variation/discharge of condition</b>									
Removal or variation of a condition following grant of planning permission	£234.00	25.2%	£59.00	£293.00	£0.00	£293.00	OS		
Discharge of condition(s) - Approval of details and/or confirmation that one of more planning conditions have been complied with	Householder Permissions	£34.00	26.5%	£9.00	£43.00	£0.00	£43.00	OS	
	All other permissions	£116.00	25.0%	£29.00	£145.00	£0.00	£145.00	OS	
<b>Change of Use of a building to use as one or more separate dwellinghouses, or other cases</b>									
	Not more than 10 Dwellinghouses	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS	
	Between 10 and 50 dwellinghouses	£462.00	35.1%	£162.00	£624.00	£0.00	£624.00	OS	
	more than 50 dwellings, £30,860 and an additional £186 for each dwelling in excess of 50 dwellings up to a maximum of £405,000	£138.00	34.8%	£48.00	£186.00	£0.00	£186.00	OS	
Other Changes of Use of a building or land	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS		
<b>Advertising</b>									
Relating to the business on the premises	£132.00	25.0%	£33.00	£165.00	£0.00	£165.00	OS		
Advance signs which are not situated on or visible from the site, directing the public to a business	£132.00	25.0%	£33.00	£165.00	£0.00	£165.00	OS		
Other advertisements	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS		
<b>Application for a Non-material Amendment Following a Grant of Planning Permission</b>									
Applications in respect of householder developments	£34.00	26.5%	£9.00	£43.00	£0.00	£43.00	OS		
Applications in respect of other developments	£234.00	25.2%	£59.00	£293.00	£0.00	£293.00	OS		
<b>Application for Permission in Principle</b>									
Site Area	per 0.1ha (or part thereof)		£402.00	25.1%	£101.00	£503.00	£0.00	£503.00	OS
<b>Concessions</b>									
Non-Profit making club, society, organisation or trust, providing sports or recreational facilities	£462.00	25.1%	£116.00	£578.00	£0.00	£578.00	OS		

Prosperous Communities Committee		Community Infrastructure Levy (CIL)						
	2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate	
		£	% Type or £					£
<b>CIL Charging Schedule - residential charging zones (charge per m<sup>2</sup>)</b>								
Zone 1 Lincoln Strategy Area (LSA)	£25.00	0.0%	£0.00	£25.00	£0.00	£25.00	OS	
Zone 2 Non Lincoln Strategy Area	£15.00	0.0%	£0.00	£15.00	£0.00	£15.00	OS	
Zone 3 North East Quadrant Sustainable Urban Extension	£20.00	0.0%	£0.00	£20.00	£0.00	£20.00	OS	
Zone 4 Gainsborough West (as shown shaded green on the charging schedule map of Gainsborough)	£0.00	0.0%	£0.00	£0.00	£0.00	£0.00	OS	
£0 charge for apartments across all zones								
<b>CIL Charging Schedule - commercial charging zones (applicable to whole district) (charge per m<sup>2</sup>)</b>								
Convenience Retail *	£40.00	0.0%	£0.00	£40.00	£0.00	£40.00	OS	
All Other Uses **	£0.00	0.0%	£0.00	£0.00	£0.00	£0.00	OS	
* Convenience retail is defined as everyday items including food, drink and non-durable household goods								
** All other uses and the £0 rate include comparison retail and retail warehousing								
*** CIL charges subject to indexation								
No change is permitted to the CIL charging schedule without a full examination by The Planning Inspectorate								

# APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Fixed Penalty Notices						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
Depositing Litter	Fee set by Government	£500.00	0.0%	£0.00	£500.00	£0.00	£500.00	OS
Graffiti Offence	Fee set by Government	£500.00	0.0%	£0.00	£500.00	£0.00	£500.00	OS
Household Waste Duty of Care Offence	Fee set by Government	£600.00	0.0%	£0.00	£600.00	£0.00	£600.00	OS
Failure to produce Waste Documents	Fee set by Government - payable within 14 days of issue	£300.00	0.0%	£0.00	£300.00	£0.00	£300.00	OS
Failure to produce Authority to Transport Waste	Fee set by Government - payable within 14 days of issue	£300.00	0.0%	£0.00	£300.00	£0.00	£300.00	OS
Unauthorised Distribution of Free Printed Matter	Fee set by Government - payable within 14 days of issue	£75.00	0.0%	£0.00	£75.00	£0.00	£75.00	OS
Failure to comply with a Domestic Waste Receptacles Notice	Fee set by Government - payable within 14 days of issue	£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
	Fee set by Government - discounted if paid within 10 days	£75.00	0.0%	£0.00	£75.00	£0.00	£75.00	OS
Failure to comply with an Industrial and Commercial Waste Receptacles Notice	Fee set by Government - payable within 14 days of issue	£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
	Fee set by Government - discounted if paid within 10 days	£75.00	0.0%	£0.00	£75.00	£0.00	£75.00	OS
Abandoning a Vehicle	Fee set by Government - payable within 14 days of issue	£200.00	0.0%	£0.00	£200.00	£0.00	£200.00	OS
Nuisance Parking	Fee set by Government - payable within 14 days of issue	£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
Anti Social Behaviour Crime and Policing Act 2014 - Community Protection Notice	Fee set by Government - payable within 14 days of issue	£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
	Fee set by Government - discounted if paid within 10 days	£75.00	0.0%	£0.00	£75.00	£0.00	£75.00	OS
Anti Social Behaviour Crime and Policing Act 2014 - Public Space Protection Order	Fee set by Government - payable within 14 days of issue	£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
	Fee set by Government - discounted if paid within 10 days	£75.00	0.0%	£0.00	£75.00	£0.00	£75.00	OS
Fly tipping	Fee set by Government	£1,000.00	0.0%	£0.00	£1,000.00	£0.00	£1,000.00	OS
High Hedge Fee	Fee set locally	£631.00	6.0%	£38.00	£669.00	£0.00	£669.00	OS
Fee for abandoned shopping trolleys	Fee set locally (maximum charge)	£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS

Prosperous Communities Committee		Strategic Housing						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
<b>Housing Enforcement Charges</b>								
Mandatory HMO Licence Application	Up to 5 units / bedrooms	£901.00	6.0%	£54.00	£955.00	£0.00	£955.00	OS
	Per additional unit	£55.00	7.3%	£4.00	£59.00	£0.00	£59.00	OS
Mandatory HMO Licence Renewal	Maximum charge - n/a							
	Up to 5 units / bedrooms	£764.00	6.0%	£46.00	£810.00	£0.00	£810.00	OS
Hazard Awareness Notice	Per additional unit	£55.00	7.3%	£4.00	£59.00	£0.00	£59.00	OS
	Maximum charge - n/a							
Improvement Notice	None	£0.00	0.0%	£0.00	£0.00	£0.00	£0.00	OS
Emergency Remedial Action Notice (plus work - see below)	Cost of works plus officer time to execute and arrange	£397.00	6.0%	£24.00	£421.00	£0.00	£421.00	OS
	Officer time charged at £39 per hour							
Prohibition Order		£382.00	6.0%	£23.00	£405.00	£0.00	£405.00	OS
Emergency Prohibition Order		£397.00	6.0%	£24.00	£421.00	£0.00	£421.00	OS
Demolition Order		£397.00	6.0%	£24.00	£421.00	£0.00	£421.00	OS
Immigration Procedure Inspection	Per inspection	£79.17	6.3%	£5.00	£84.17	£16.83	£101.00	S
Mobile Homes Act 2013 - Compliance Notice	Hourly rate of relevant officers with on costs plus work in default costs of works							OS
Mobile Homes Act 2014 - Emergency Remedial Action Notice	Hourly rate of relevant officers with on costs plus work in default cost of works							OS
Penalty Charge Notice (Smoke and Carbon Monoxide Alarm (England) Regulations 2015)	Up to £5,000							OS
Monetary penalty (Redress Schemes for Lettings Agency Work and Property Management Work (Requirement to Belong to a Scheme etc.) (England) Order 2014)	Up to £5,000							OS
Financial Penalty - Electrical Safety Standards in the Private Rented Sector (England) Regulations 2020	up to £30,000							OS
Works In Default of any Legislation or Emergency Remedial Action*	Base charge							OS
Enforcement of the Domestic Minimum Level of Energy Efficiency (under the Energy Efficiency (Private Rented Property)(England and Wales) Regulations 2015, as amended)	up to £5,000							OS
Housing and Planning Act - Civil Penalties	up to £30,000							

\* Outside the scope of VAT unless the owner agrees in which case VAT is chargeable at the standard rate.

Prosperous Communities Committee		Homes, Health and Wellbeing						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
Standard First Home Checks		£150.00	0.0%	£0.00	£150.00	£0.00	£150.00	OS

Prosperous Communities Committee		Communities						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
Defibrillator maintenance service (annual charge)		£83.33	6.0%	£5.00	£88.33	£17.67	£106.00	S

APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Environment Services Local Air Pollution						
All charges are set by DEFRA		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
<b>Application Fee</b>								
- Standard Process		£1,650.00	0.0%	£0.00	£1,650.00	£0.00	£1,650.00	OS
- Reduced fee activities		£155.00	0.0%	£0.00	£155.00	£0.00	£155.00	OS
PVR I and PVR II activities		£257.00	0.0%	£0.00	£257.00	£0.00	£257.00	OS
Vehicle refinishers, & Parts 2, 3, 4 reduced fee activity		£362.00	0.0%	£0.00	£362.00	£0.00	£362.00	OS
- Mobile Screening and crushing plant		£1,650.00	0.0%	£0.00	£1,650.00	£0.00	£1,650.00	OS
- For the third to seventh applications		£985.00	0.0%	£0.00	£985.00	£0.00	£985.00	OS
- For the eighth and subsequent applications		£498.00	0.0%	£0.00	£498.00	£0.00	£498.00	OS
An additional charge of £237 applies to the above where the permit is for a combined part B and waste installation.								
Late Application Fee Schedule B reduce fee activity		£71.00	0.0%	£0.00	£71.00	£0.00	£71.00	OS
Late Application for other Part B activity or any other solvent emission		£1,188.00	0.0%	£0.00	£1,188.00	£0.00	£1,188.00	OS
Late Application for Mobile Plant		£1,188.00	0.0%	£0.00	£1,188.00	£0.00	£1,188.00	OS
Late Application Fee Schedule B Vehicle refinishers or any other Part B		£279.00	0.0%	£0.00	£279.00	£0.00	£279.00	OS
Annual Subsistence Fee -Standard Process	Low	£772.00	0.0%	£0.00	£772.00	£0.00	£772.00	OS
	Medium	£1,161.00	0.0%	£0.00	£1,161.00	£0.00	£1,161.00	OS
	High	£1,747.00	0.0%	£0.00	£1,747.00	£0.00	£1,747.00	OS
An additional charge of £104 for Low, £156 for Medium and £207 for High applies to the above where the permit is for a combined part B and waste installation.								
- Reduced fee activities	Low	£79.00	0.0%	£0.00	£79.00	£0.00	£79.00	OS
	Medium	£158.00	0.0%	£0.00	£158.00	£0.00	£158.00	OS
	High	£237.00	0.0%	£0.00	£237.00	£0.00	£237.00	OS
- PVRI & II Combined	Low	£113.00	0.0%	£0.00	£113.00	£0.00	£113.00	OS
	Medium	£226.00	0.0%	£0.00	£226.00	£0.00	£226.00	OS
	High	£341.00	0.0%	£0.00	£341.00	£0.00	£341.00	OS
- Vehicle refinishers	Low	£228.00	0.0%	£0.00	£228.00	£0.00	£228.00	OS
	Medium	£365.00	0.0%	£0.00	£365.00	£0.00	£365.00	OS
	High	£548.00	0.0%	£0.00	£548.00	£0.00	£548.00	OS
- Mobile Screening and crushing plant 1st to 2nd Permits	Low	£626.00	0.0%	£0.00	£626.00	£0.00	£626.00	OS
	Medium	£1,034.00	0.0%	£0.00	£1,034.00	£0.00	£1,034.00	OS
	High	£1,551.00	0.0%	£0.00	£1,551.00	£0.00	£1,551.00	OS
- Mobile Screening and crushing plant 3rd to 7th Permits	Low	£395.00	0.0%	£0.00	£395.00	£0.00	£395.00	OS
	Medium	£617.00	0.0%	£0.00	£617.00	£0.00	£617.00	OS
	High	£924.00	0.0%	£0.00	£924.00	£0.00	£924.00	OS
- Mobile Screening and crushing plant 8th and Subsequent permits	Low	£198.00	0.0%	£0.00	£198.00	£0.00	£198.00	OS
	Medium	£314.00	0.0%	£0.00	£314.00	£0.00	£314.00	OS
	High	£473.00	0.0%	£0.00	£473.00	£0.00	£473.00	OS

Prosperous Communities Committee		Environment Services Local Air Pollution						
All charges are set by DEFRA		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
<b>Application Fee for Part A(2) Activity</b>								
For Each Part A(2)		£3,363.00	0.0%	£0.00	£3,363.00	£0.00	£3,363.00	OS
SWIP (Small Waste Incineration Plant Installation)		£3,363.00	0.0%	£0.00	£3,363.00	£0.00	£3,363.00	OS
Mobile Small Waste Incineration Plant		£3,363.00	0.0%	£0.00	£3,363.00	£0.00	£3,363.00	OS
Late Fee Application Part A(2)		£1,188.00	0.0%	£0.00	£1,188.00	£0.00	£1,188.00	OS
Variation of Part A(2) Permit		£1,368.00	0.0%	£0.00	£1,368.00	£0.00	£1,368.00	OS
Subsistence Charge for Part A(2)	Low	£1,343.00	0.0%	£0.00	£1,343.00	£0.00	£1,343.00	OS
	Medium	£1,507.00	0.0%	£0.00	£1,507.00	£0.00	£1,507.00	OS
	High	£2,230.00	0.0%	£0.00	£2,230.00	£0.00	£2,230.00	OS
Where a part B installation is subject to reporting under the E-PRTR regulation an additional charge of £104 applies.								
<b>Transfer and Surrender</b>								
Transfer Schedule B Part B Reduced Fee Activity	Total Transfer	£0.00	0.0%	£0.00	£0.00	£0.00	£0.00	OS
Transfer Schedule B Part B Reduced Fee Activity	Partial Transfer	£47.00	0.0%	£0.00	£47.00	£0.00	£47.00	OS
Transfer Schedule B Part B Any Other Part B or Solvent Emission Activity	Total Transfer	£169.00	0.0%	£0.00	£169.00	£0.00	£169.00	OS
Transfer Schedule B Part B Any Other Part B or Solvent Emission Activity	Partial Transfer	£497.00	0.0%	£0.00	£497.00	£0.00	£497.00	OS
Joint Application to Transfer Part B Mobile Plant		£53.00	0.0%	£0.00	£53.00	£0.00	£53.00	OS
Surrender Part B Permit		£0.00	0.0%	£0.00	£0.00	£0.00	£0.00	OS
Part A(2) Total Transfer		£235.00	0.0%	£0.00	£235.00	£0.00	£235.00	OS
Part A(2) Partial Transfer		£698.00	0.0%	£0.00	£698.00	£0.00	£698.00	OS
Part A(2) Surrender Permit		£698.00	0.0%	£0.00	£698.00	£0.00	£698.00	OS
Part A(2) where the substantial change results in SWIP		£3,363.00	0.0%	£0.00	£3,363.00	£0.00	£3,363.00	OS
<b>Substantial Change</b>								
Reduce Fee Activity		£102.00	0.0%	£0.00	£102.00	£0.00	£102.00	OS
Other Part B or Solvent Emission Activity		£1,050.00	0.0%	£0.00	£1,050.00	£0.00	£1,050.00	OS
- Standard process where the substantial change results in a new PPC activity		£1,650.00	0.0%	£0.00	£1,650.00	£0.00	£1,650.00	OS
- New operator at low risk reduced fee		£78.00	0.0%	£0.00	£78.00	£0.00	£78.00	OS
Subsistence charges can be paid in four equal instalments at an additional cost of £38 p.a.								
Reduced Subsistence Charge		£52.00	0.0%	£0.00	£52.00	£0.00	£52.00	OS
Late Fee Payment of Subsistence Fees		£52.00	0.0%	£0.00	£52.00	£0.00	£52.00	OS



APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Environment Services Local Air Pollution						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
<b>**Statutory charges are set by DEFRA</b>								
<b>**Request for Information / Document Disclosure where Charging is Permitted</b>								
	Minimum per request plus cost of materials	£78.00	6.4%	£5.00	£83.00	£0.00	£83.00	OS
	Thereafter per hour	£46.00	6.5%	£3.00	£49.00	£0.00	£49.00	OS
Health Certificates		£63.00	6.3%	£4.00	£67.00	£0.00	£67.00	OS
Food Premises Register	Per page	£3.00	0.0%	£0.00	£3.00	£0.00	£3.00	OS
SFBB Pack	(including diary)	£11.67	7.1%	£0.83	£12.50	£2.50	£15.00	S
Dianj Refill		£6.67	12.4%	£0.83	£7.50	£1.50	£9.00	S
Private Water Supply Work	Cost Recovery - Mileage (Per Mile)	£0.40	0.0%	£0.00	£0.40	£0.00	£0.40	OS
	Risk assessment - Maximum Hourly Charge	£46.68	24.1%	£11.23	£57.91	£0.00	£57.91	OS
	Sampling (each visit) - Maximum Hourly Charge	£46.68	24.1%	£11.23	£57.91	£0.00	£57.91	OS
	Investigation - Maximum Hourly Charge	£46.68	24.1%	£11.23	£57.91	£0.00	£57.91	OS
	Granting an authorisation (each authorisation) - Maximum Hourly Charge	£41.49	39.6%	£16.42	£57.91	£0.00	£57.91	OS
	Analysing a sample:-							
	Full Laboratory Costs	as per laboratory costs			as per laboratory costs	£0.00	£0.00	OS
	Full Courier Charges	as per laboratory costs			as per laboratory costs	£0.00	£0.00	OS
Public Health Exhumation		£1,060.00	6.0%	£64.00	£1,124.00	£0.00	£1,124.00	OS
Food Advisory	Charge for a visit (up to a maximum 2 hours contact time)	£181.67	6.0%	£10.83	£192.50	£38.50	£231.00	S
	Charge for additional hours	£58.33	5.7%	£3.34	£61.67	£12.33	£74.00	S
Food Hygiene Rating Scheme	Re-inspections	£188.00	5.9%	£11.00	£199.00	£0.00	£199.00	OS
	Additional inspections (outside routine plan)	£188.00	5.9%	£11.00	£199.00	£0.00	£188.00	OS
<b>** Health Act 2006</b>								
	Smoking in a smoke free place	£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
	Failure to display no smoking sign	£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
Environment Act 2021	Penalty for emission of smoke in smoke control areas	£300.00						

Prosperous Communities Committee		Licensing - Gambling Act						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
<b>Bingo Premises Licence</b>								
	Application Fee for Provisional Statement	£1,186.00	6.0%	£71.00	£1,257.00	£0.00	£1,257.00	OS
	Licence for Provisional Statement Premises	£1,068.00	6.0%	£64.00	£1,132.00	£0.00	£1,132.00	OS
	Application Fee New Premises	£1,186.00	6.0%	£71.00	£1,257.00	£0.00	£1,257.00	OS
	Annual Fee	£930.00	1.0%	£10.00	£1,000.00	£0.00	£1,000.00	OS
	Variation of Licence	£1,186.00	6.0%	£71.00	£1,257.00	£0.00	£1,257.00	OS
	Transfer Fee	£1,027.00	6.0%	£62.00	£1,089.00	£0.00	£1,089.00	OS
	Application for Reinstatement	£1,027.00	6.0%	£62.00	£1,089.00	£0.00	£1,089.00	OS
<b>Adult Gaming Centre</b>								
	Application Fee for Provisional Statement	£1,186.00	6.0%	£71.00	£1,257.00	£0.00	£1,257.00	OS
	Licence for Provisional Statement Premises	£1,068.00	6.0%	£64.00	£1,132.00	£0.00	£1,132.00	OS
	Application Fee New Premises	£1,000.00	0.0%	£0.00	£1,000.00	£0.00	£1,000.00	OS
	Annual Fee	£1,000.00	0.0%	£0.00	£1,000.00	£0.00	£1,000.00	OS
	Variation of Licence	£1,000.00	0.0%	£0.00	£1,000.00	£0.00	£1,000.00	OS
	Transfer Fee	£1,027.00	6.0%	£62.00	£1,089.00	£0.00	£1,089.00	OS
	Application for Reinstatement	£1,027.00	6.0%	£62.00	£1,089.00	£0.00	£1,089.00	OS
<b>Family Entertainment Centre</b>								
	Application Fee for Provisional Statement	£1,186.00	6.0%	£71.00	£1,257.00	£0.00	£1,257.00	OS
	Licence for Provisional Statement Premises	£950.00	0.0%	£0.00	£950.00	£0.00	£950.00	OS
	Application Fee New Premises	£1,000.00	0.0%	£0.00	£1,000.00	£0.00	£1,000.00	OS
	Annual Fee	£750.00	0.0%	£0.00	£750.00	£0.00	£750.00	OS
	Variation of Licence	£1,000.00	0.0%	£0.00	£1,000.00	£0.00	£1,000.00	OS
	Transfer Fee	£950.00	0.0%	£0.00	£950.00	£0.00	£950.00	OS
	Application for Reinstatement	£950.00	0.0%	£0.00	£950.00	£0.00	£950.00	OS
<b>Betting Premises (Other)</b>								
	Application Fee for Provisional Statement	£1,186.00	6.0%	£71.00	£1,257.00	£0.00	£1,257.00	OS
	Licence for Provisional Statement Premises	£1,067.00	6.0%	£64.00	£1,131.00	£0.00	£1,131.00	OS
	Application Fee New Premises	£1,186.00	6.0%	£71.00	£1,257.00	£0.00	£1,257.00	OS
	Annual Fee	£600.00	0.0%	£0.00	£600.00	£0.00	£600.00	OS
	Variation of Licence	£1,186.00	6.0%	£71.00	£1,257.00	£0.00	£1,257.00	OS
	Transfer Fee	£1,027.00	6.0%	£62.00	£1,089.00	£0.00	£1,089.00	OS
	Application for Reinstatement	£1,027.00	6.0%	£62.00	£1,089.00	£0.00	£1,089.00	OS
<b>Betting Premises (Tracks)</b>								
	Application Fee for Provisional Statement	£1,186.00	6.0%	£71.00	£1,257.00	£0.00	£1,257.00	OS
	Licence for Provisional Statement Premises	£950.00	0.0%	£0.00	£950.00	£0.00	£950.00	OS
	Application Fee New Premises	£1,186.00	5.4%	£64.00	£1,250.00	£0.00	£1,250.00	OS
	Annual Fee	£932.00	6.0%	£66.00	£988.00	£0.00	£988.00	OS
	Variation of Licence	£1,186.00	5.4%	£64.00	£1,250.00	£0.00	£1,250.00	OS
	Transfer Fee	£950.00	0.0%	£0.00	£950.00	£0.00	£950.00	OS
	Application for Reinstatement	£950.00	0.0%	£0.00	£950.00	£0.00	£950.00	OS

APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Licensing - Gambling Act (contd)						
	2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate	
		£	% Type or £					£
<b>Miscellaneous</b>								
Change of Circumstances		£50.00	0.0%	£0.00	£50.00	£0.00	£50.00	OS
Fee for Copy of a Licence Under the Gambling Act 2005		£25.00	0.0%	£0.00	£25.00	£0.00	£25.00	OS
Temporary Usage License		£443.00	6.1%	£27.00	£470.00	£0.00	£470.00	OS
<b>Unlicensed FEC's &amp; Prize gaming Permits (10 year duration)</b>								
New Gaming Machine Permit (no annual fee)		£300.00	0.0%	£0.00	£300.00	£0.00	£300.00	OS
Renewal		£300.00	0.0%	£0.00	£300.00	£0.00	£300.00	OS
Change of name on permit		£25.00	0.0%	£0.00	£25.00	£0.00	£25.00	OS
Copy of permit		£15.00	0.0%	£0.00	£15.00	£0.00	£15.00	OS
New Prize Gaming Permit (no annual fee)		£300.00	0.0%	£0.00	£300.00	£0.00	£300.00	OS
Renewal		£300.00	0.0%	£0.00	£300.00	£0.00	£300.00	OS
Change of name on permit		£25.00	0.0%	£0.00	£25.00	£0.00	£25.00	OS
Copy of permit		£15.00	0.0%	£0.00	£15.00	£0.00	£15.00	OS
<b>Club Gaming Permit &amp; Club Machine Permit (10 year duration)</b>								
New grant Club Gaming Permit		£200.00	0.0%	£0.00	£200.00	£0.00	£200.00	OS
New grant Club Gaming Permit with Club Premises Certificate (fast track)		£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
Renewal		£200.00	0.0%	£0.00	£200.00	£0.00	£200.00	OS
Renewal of Club Gaming Permit with Club Premises Certificate (fast track)		£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
Annual Fee		£50.00	0.0%	£0.00	£50.00	£0.00	£50.00	OS
Variation		£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
Copy of permit		£15.00	0.0%	£0.00	£15.00	£0.00	£15.00	OS
<b>Lotteries</b>								
Society Lottery - New		£40.00	0.0%	£0.00	£40.00	£0.00	£40.00	OS
Society Lottery - Renewal		£20.00	0.0%	£0.00	£20.00	£0.00	£20.00	OS
<b>Machines in Alcohol Licensed premises - 3 or more machines</b>								
New		£150.00	0.0%	£0.00	£150.00	£0.00	£150.00	OS
Annual Fee		£50.00	0.0%	£0.00	£50.00	£0.00	£50.00	OS
Transfer		£25.00	0.0%	£0.00	£25.00	£0.00	£25.00	OS
Variation		£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
Change of name on permit		£25.00	0.0%	£0.00	£25.00	£0.00	£25.00	OS
Copy of gaming machine permit		£15.00	0.0%	£0.00	£15.00	£0.00	£15.00	OS
Gaming Machine Permit - Up to 2 Machines	One-off fee	£50.00	0.0%	£0.00	£50.00	£0.00	£50.00	OS

Prosperous Communities Committee		Licensing						
	2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate	
		£	% Type or £					£
<b>Taxi Licensing (Including Horse Drawn Omnibus)</b>								
Driver's License Application (3Yr)	New/Renewal	£199.00	6.0%	£12.00	£211.00	£0.00	£211.00	OS
Knowledge Test Fee Including ID check	New Driver Licenses includes Right to licence checks	£40.00	5.0%	£2.00	£42.00	£0.00	£42.00	OS
Knowledge Test Fee - Resit	New Driver Licenses	£38.00	5.3%	£2.00	£40.00	£0.00	£40.00	OS
DBS Check	On New or Renewal	£38.00	0.0%	£0.00	£38.00	£0.00	£38.00	OS
DBS Admin Fee*	On New or Renewal	£10.00	0.0%	£0.00	£10.00	£0.00	£10.00	OS
	<i>*This fee is controlled by City of Lincoln Council and subject to change</i>							
Vehicle License	New	£282.00	0.0%	£0.00	£282.00	£0.00	£282.00	OS
Vehicle License	Renewal	£282.00	0.0%	£0.00	£282.00	£0.00	£282.00	OS
Replacement Plate ADD cost of materials	Plate only (does not include cost of plate)	£33.00	6.1%	£2.00	£35.00	£0.00	£35.00	OS
Replacement Plate & Bracket ADD cost of materials	Plate and Bracket (does not include cost of plate & bracket)	£43.00	7.0%	£3.00	£46.00	£0.00	£46.00	OS
Private Hire Operators Licence (5Yr)		£246.00	0.0%	£0.00	£246.00	£0.00	£246.00	OS
Transfer of Ownership of Taxi/Private Hire Vehicle License		£32.00	6.3%	£2.00	£34.00	£0.00	£34.00	OS
<b>Alcohol and Entertainment Licenses</b>								
<b>New Premise Licence</b>								
Category A		£100.00	0.0%	£0.00	£100.00	£0.00	£100.00	OS
Category B		£190.00	0.0%	£0.00	£190.00	£0.00	£190.00	OS
Category C		£315.00	0.0%	£0.00	£315.00	£0.00	£315.00	OS
Category D		£450.00	0.0%	£0.00	£450.00	£0.00	£450.00	OS
Category E		£635.00	0.0%	£0.00	£635.00	£0.00	£635.00	OS
Large scale application > 4999 (minimum fee applies)		£1000.00	0.0%	£0.00	£1000.00	£0.00	£1000.00	OS
Variation of Premises Licence		£100 - £635	0.0%	£0.00	£100 - £635	£0.00	£100 - £635	OS
Change of DPS or Disapplication of DPS		£23.00	0.0%	£0.00	£23.00	£0.00	£23.00	OS
<b>Annual fee demand</b>								
Category A		£70.00	0.0%	£0.00	£70.00	£0.00	£70.00	OS
Category B		£180.00	0.0%	£0.00	£180.00	£0.00	£180.00	OS
Category C		£295.00	0.0%	£0.00	£295.00	£0.00	£295.00	OS
Category D		£320.00	0.0%	£0.00	£320.00	£0.00	£320.00	OS
Category E		£350.00	0.0%	£0.00	£350.00	£0.00	£350.00	OS
Large scale annual fee > 4999 (minimum fee applies)		£800.00	0.0%	£0.00	£800.00	£0.00	£800.00	OS
Minor Variation		£89.00	0.0%	£0.00	£89.00	£0.00	£89.00	OS
Provisional Statement		£195.00	0.0%	£0.00	£195.00	£0.00	£195.00	OS
Register of Interest		£210.00	0.0%	£0.00	£210.00	£0.00	£210.00	OS
Copy of Licence		£10.50	0.0%	£0.00	£10.50	£0.00	£10.50	OS
Club Premises Certificate - New		£100 - £635	0.0%	£0.00	£100 - £635	£0.00	£100 - £635	OS
Club Premises Certificate - Variation		£100 - £635	0.0%	£0.00	£100 - £635	£0.00	£100 - £635	OS
Club Premises Certificate - Minor Variation		£89.00	0.0%	£0.00	£89.00	£0.00	£89.00	OS
Personal Licence - New		£37.00	0.0%	£0.00	£37.00	£0.00	£37.00	OS
Personal Licence - Change of name / address		£10.50	0.0%	£0.00	£10.50	£0.00	£10.50	OS
Personal Licence - Copy of Licence (card part, paper part or both)		£10.50	0.0%	£0.00	£10.50	£0.00	£10.50	OS
Transfer of Premises Licence		£23.00	0.0%	£0.00	£23.00	£0.00	£23.00	OS
Temporary Event Notice		£210.00	0.0%	£0.00	£210.00	£0.00	£210.00	OS
Skin Piercing	Premises registration	£210.00	0.0%	£0.00	£210.00	£0.00	£210.00	OS
	Personal registration	£59.00	6.8%	£4.00	£63.00	£0.00	£63.00	OS
	Personal Registration for conventions				£20.00	£0.00	£20.00	OS
Street Trading Consents		£219.00	5.9%	£13.00	£232.00	£0.00	£232.00	OS
Copy of Any License Not Covered by the Licensing Act 2003 or Gambling Act 2005		£28.00	-53.6%	£-15.00	£13.00	£0.00	£13.00	OS

# APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Licensing (contd)							
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate	
		£	% Type	or £	£	£	£		
Sale of Animals	New (Part A)	£226.00	6.2%	£14.00	£240.00	£0.00	£240.00	OS	
	New (Part B)	£122.00	5.7%	£7.00	£129.00	£0.00	£129.00	OS	
	Renewal (Part A)	£219.00	5.9%	£13.00	£232.00	£0.00	£232.00	OS	
	Renewal (Part B)	£119.00	5.9%	£7.00	£126.00	£0.00	£126.00	OS	
Animal Boarding Establishments (Excludes vet fees payable direct to vet)	Cats or Dogs - New (Part A)	£283.00	6.0%	£17.00	£300.00	£0.00	£300.00	OS	
	Cats or Dogs - New (Part B)	£122.00	5.7%	£7.00	£129.00	£0.00	£129.00	OS	
	Cats or Dogs - Renewal (Part A)	£275.00	6.2%	£17.00	£292.00	£0.00	£292.00	OS	
	Cats or Dogs - Renewal (Part B)	£119.00	5.9%	£7.00	£126.00	£0.00	£126.00	OS	
	Cats and Dogs (Dual) - New (Part A)	£333.00	6.0%	£20.00	£353.00	£0.00	£353.00	OS	
	Cats and Dogs (Dual) - New (Part B)	£122.00	5.7%	£7.00	£129.00	£0.00	£129.00	OS	
	Cats and Dogs (Dual) - Renewal (Part A)	£323.00	5.9%	£19.00	£342.00	£0.00	£342.00	OS	
	Cats and Dogs (Dual) - Renewal (Part B)	£119.00	5.9%	£7.00	£126.00	£0.00	£126.00	OS	
	Home Boarding - New (Part A)	£188.00	5.9%	£11.00	£199.00	£0.00	£199.00	OS	
	Home Boarding - New (Part B)	£122.00	5.7%	£7.00	£129.00	£0.00	£129.00	OS	
	Home Boarding - Renewal (Part A)	£181.00	6.1%	£11.00	£192.00	£0.00	£192.00	OS	
	Home Boarding - Renewal (Part B)	£119.00	5.9%	£7.00	£126.00	£0.00	£126.00	OS	
	Hiring of Horses	New or Renewal (Part A) + vet fee	£283.00	6.0%	£17.00	£300.00	£0.00	£300.00	OS
		New or Renewal (Part B) + vet fee	£125.00	6.4%	£8.00	£133.00	£0.00	£133.00	OS
Dog Breeding	New (part A) + vet fee	£283.00	6.0%	£17.00	£300.00	£0.00	£300.00	OS	
	New (part B)	£125.00	6.4%	£8.00	£133.00	£0.00	£133.00	OS	
	Renewal (Part A)	£275.00	6.2%	£17.00	£292.00	£0.00	£292.00	OS	
	Renewal (Part B)	£125.00	6.4%	£8.00	£133.00	£0.00	£133.00	OS	
Dog Day Care	New (Part A)	£188.00	5.9%	£11.00	£199.00	£0.00	£199.00	OS	
	New (Part B)	£125.00	6.4%	£8.00	£133.00	£0.00	£133.00	OS	
Dog Day Care	Renewal (Part A)	£181.00	6.1%	£11.00	£192.00	£0.00	£192.00	OS	
	Renewal (Part B)	£119.00	5.9%	£7.00	£126.00	£0.00	£126.00	OS	
Exhibition Of Animals	New or Renewal (Part A)	£188.00	5.9%	£11.00	£199.00	£0.00	£199.00	OS	
	Application to be re-rated	per hour or part of	£72.00	5.6%	£4.00	£76.00	£0.00	£76.00	OS
Variation to the licence	per hour or part of	£72.00	5.6%	£4.00	£76.00	£0.00	£76.00	OS	
	Dangerous Wild Animals (Excluding vet fees)	Vets fees plus admin costs of	£187.00	5.9%	£11.00	£198.00	£0.00	£198.00	OS
Zoos (Excluding vet fees) - 4 yr. initial application	Application fee plus Vets fees plus admin/costs Inc. initial inspection and informal visits	£813.00	6.0%	£49.00	£862.00	£0.00	£862.00	OS	
Zoos (Excluding vet fees) - 6 yr. licence	Application fee plus Vets fees plus admin/costs Inc. initial inspection and informal visits	£1,985.00	6.0%	£119.00	£2,104.00	£0.00	£2,104.00	OS	
<b>Scrap Metal</b>									
New/Renewal Collectors fee - 3 yr.	Admin/processing of application (part A)	£124.00	5.6%	£7.00	£131.00	£0.00	£131.00	OS	
	Document inspection - year 1 (part B)	£45.00	6.7%	£3.00	£48.00	£0.00	£48.00	OS	
	Document inspection - year 2 (part B)	£47.00	6.4%	£3.00	£50.00	£0.00	£50.00	OS	
	Document inspection - year 3 (part B)	£47.00	6.4%	£3.00	£50.00	£0.00	£50.00	OS	
Change of details, name / address		£47.00	-68.1%	-£32.00	£15.00	£0.00	£15.00	OS	
New/Renewal Site fee - 3 yr.	Part A Admin of application includes initial yr. 1 inspection by 2 officers	£476.00	6.1%	£29.00	£505.00	£0.00	£505.00	OS	
	Part B Follow up compliance inspection by 2 officers - year 1	£299.00	6.0%	£18.00	£317.00	£0.00	£317.00	OS	
	Part B Follow up compliance inspection - year 2 by 2 officers	£310.00	6.1%	£19.00	£329.00	£0.00	£329.00	OS	
Change of site manager		£46.00	6.5%	£3.00	£49.00	£0.00	£49.00	OS	
Sex Shop Licences and Sexual Entertainment Venues	Initial application (part A)	£2,079.00	6.0%	£125.00	£2,204.00	£0.00	£2,204.00	OS	
	compliance check (part B)	£155.00	5.8%	£9.00	£164.00	£0.00	£164.00	OS	
	Renewal (part A)	£370.00	5.9%	£22.00	£392.00	£0.00	£392.00	OS	
	compliance check (part B)	£155.00	5.8%	£9.00	£164.00	£0.00	£164.00	OS	
	Transfer fee	£258.00	5.8%	£15.00	£273.00	£0.00	£273.00	OS	

\* To comply with legal requirements relevant licence fees are now made up of two parts. Part A is payable upon application, and Part B is only payable if the licence is granted and must be paid prior to the licence being issued. Applicants may, if they wish, pay both parts together at the time of the application but are under no obligation to do so. If an applicant does pay both parts of the fee at the time of the application and the licence is subsequently refused Part B will be refunded.

Prosperous Communities Committee		Mobile Homes						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
<b>Mobile Homes Act 2013</b>								
Caravan Site - Fit & Proper Person	One-off licence	£258.00	5.8%	£15.00	£273.00	£0.00	£273.00	OS
Issue of a New Licence		£340.00	5.9%	£20.00	£360.00	£0.00	£360.00	OS
Deposit of Site Rules		£34.00	5.9%	£2.00	£36.00	£0.00	£36.00	OS
Transfer and Alteration of a Licence		£113.00	6.2%	£7.00	£120.00	£0.00	£120.00	OS

Prosperous Communities Committee		Land Charges						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
Access to data	Access to information not held on public registers (includes £5 admin fee)	£26.45	5.9%	£1.55	£28.00	£0.00	£28.00	OS
	Cancellation Fee	£7.00	7.1%	£0.50	£7.50	£0.00	£7.50	OS
CON 29R	One parcel	£83.17	0.0%	£0.00	£83.17	£16.63	£99.80	S
	Each additional parcel	£18.33	5.5%	£1.00	£19.33	£3.87	£23.20	S
	Lincolnshire County Council Fee**	£52.50	12.7%	£6.67	£59.17	£11.83	£71.00	S
CON 29D	submitted with CON29R	£23.33	0.0%	£0.00	£23.33	£4.67	£28.00	S
	submitted on its own	£23.33	0.0%	£0.00	£23.33	£4.67	£28.00	S
	Administration Fee	£15.00	0.0%	£0.00	£15.00	£3.00	£18.00	S
Additional Enquiries *	Per additional enquiry	£35.42	7.3%	£2.58	£38.00	£7.60	£45.60	S/O
Filing a definitive certificate of the Lands Tribunal		£4.20	6.0%	£0.25	£4.45	£0.00	£4.45	OS
Office copy of any entry in the register (not including a copy or extract of any plan or document filed pursuant to these rules)								S

\* The VAT treatment of this supply will follow the treatment of the initial search (e.g. if CON29 it will be taxable, but if LLC1 it will be outside the scope)

\*\* Set by Lincolnshire County Council

# APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Cemeteries						
2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate		
	£	% Type or £						£
<b>Cost for interment of a person who had been a West Lindsey resident at the time of their death</b>								
Single Grave not exceeding 9' x 4' (99 years) For the interment of a West Lindsey resident	£702.00	6.0%	£42.00	£744.00	£0.00	£744.00	OS	
Double Grave not exceeding 9' x 4' (99 years) For the interment of a West Lindsey resident	£983.00	6.0%	£59.00	£1,042.00	£0.00	£1,042.00	OS	
Single Grave not exceeding 9' x 4' (50 years) for the interment of a West Lindsey resident	£351.00	6.0%	£21.00	£372.00	£0.00	£372.00	OS	
Double Grave not exceeding 9' x 4' (50 years) for the interment of a West Lindsey resident	£491.00	5.9%	£29.00	£520.00	£0.00	£520.00	OS	
Cremated remains only grave not exceeding 4' 6" x 4' For the interment of a West Lindsey resident	£421.00	5.9%	£25.00	£446.00	£0.00	£446.00	OS	
Cremated remains only grave not exceeding 4' 6" x 4' (child ) For the interment of a West Lindsey resident	£113.00	6.2%	£7.00	£120.00	£0.00	£120.00	OS	
Child grave up to 17 years	£182.00	6.0%	£11.00	£193.00	£0.00	£193.00	OS	
<b>Cost for interment of a person who had not been a West Lindsey resident at the time of their death</b>								
Single Grave not exceeding 9' x 4' (99 years) For the interment of a Non West Lindsey resident	£1,458.00	6.0%	£87.00	£1,545.00	£0.00	£1,545.00	OS	
Double Grave not exceeding 9' x 4' (99 years) For the interment of a Non West Lindsey resident	£2,042.00	6.0%	£123.00	£2,165.00	£0.00	£2,165.00	OS	
Single Grave not exceeding 9' x 4' (50 years) for the interment of a Non West Lindsey resident	£731.00	6.0%	£44.00	£775.00	£0.00	£775.00	OS	
Double Grave not exceeding 9' x 4' (50 years) for the interment of a Non West Lindsey resident	£1,020.00	6.0%	£61.00	£1,081.00	£0.00	£1,081.00	OS	
Cremated remains only grave not exceeding 4' 6" x 4' For the interment of a West Lindsey Non resident	£875.00	6.1%	£53.00	£928.00	£0.00	£928.00	OS	
Cremated remains only grave not exceeding 4' 6" x 4' (child up to 12 years) For the interment of a West Lindsey Non resident	£113.00	6.2%	£7.00	£120.00	£0.00	£120.00	OS	
Child grave up to 17 years	£182.00	6.0%	£11.00	£193.00	£0.00	£193.00	OS	
<b>Exhumation:</b>								
Body *	£610.00	6.1%	£37.00	£647.00	£0.00	£647.00	OS	
Cremated remains *	£305.00	5.9%	£18.00	£323.00	£0.00	£323.00	OS	
* There will be an additional cost - Public Health Exhumation of £1000								
<b>Monuments, Gravestones, Tablets &amp; Monumental Inscriptions (Permission to erect) (Includes initial inscription)</b>								
Headstone up to 18 inches (C)	£132.50	6.0%	£8.00	£140.50	£0.00	£140.50	OS	
Headstone 18 inches to 3ft (B)	£158.50	6.3%	£10.00	£168.50	£0.00	£168.50	OS	
Headstone over 3ft but under 4ft (B)	£288.00	5.9%	£17.00	£305.00	£0.00	£305.00	OS	
Small vase (up to 6 inches) (B) (C)	£57.00	5.3%	£3.00	£60.00	£0.00	£60.00	OS	
Vase (6 inches to 1ft) (B) (C)	£106.00	5.7%	£6.00	£112.00	£0.00	£112.00	OS	
Plaque (not exceeding 9" x 4" (fixed)) (B) (C)	£57.00	5.3%	£3.00	£60.00	£0.00	£60.00	OS	
Plaque (not exceeding 12" x 6" (fixed)) (B) (C)	£106.00	5.7%	£6.00	£112.00	£0.00	£112.00	OS	
Flat stone (not exceeding 12" x 12") (B) (C)	£106.00	5.7%	£6.00	£112.00	£0.00	£112.00	OS	
Flat stone (not exceeding 12" x 18") (B) (C)	£117.50	6.0%	£7.00	£124.50	£0.00	£124.50	OS	
Memorial figurine (not exceeding 12" (fixed)) (B) (C)	£106.00	5.7%	£6.00	£112.00	£0.00	£112.00	OS	
Memorial figurine (12" up to 24" (fixed)) (B) (C)	£126.00	6.3%	£8.00	£134.00	£0.00	£134.00	OS	
For each inscription after the first	£47.50	6.3%	£3.00	£50.50	£0.00	£50.50	OS	
<b>Registration Fees</b>								
Per certified copy of a certificate of grant of exclusive Right of Burial	£80.00	6.3%	£5.00	£85.00	£0.00	£85.00	OS	
Per certified copy of entry in Register of Burials	£80.00	6.3%	£5.00	£85.00	£0.00	£85.00	OS	
<b>Copies of Certificates</b>								
Permission to plant memorial tree	£91.00	5.5%	£5.00	£96.00	£0.00	£96.00	OS	
Permission to install memorial seat	£91.00	5.5%	£5.00	£96.00	£0.00	£96.00	OS	
<b>NB. Burial grounds are at Market Rasen &amp; Springthorpe</b>								

Prosperous Communities Committee		Operational Services						
2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate		
	£	% Type or £						£
Additional Blue Sacks *	£9.50	5.3%	£0.50	£10.00	£0.00	£10.00	OS	
*Postage & packaging will be the applicable charge at the time of posting								
Garden Waste wheeled Bin (Annual charge)	£39.00	12.8%	£5.00	£44.00	£0.00	£44.00	OS	
Garden Waste wheeled Bin (Annual charge)	£39.00	12.8%	£5.00	£44.00	£0.00	£44.00	OS	
Wheeled Bin Replacement (supply & delivery)	£37.00	0.0%	£0.00	£37.00	£0.00	£37.00	OS	
Wheeled Bins for New Properties (supply & delivery)	£37.00	0.0%	£0.00	£37.00	£0.00	£37.00	OS	
Bulky Household Waste Collections	£34.30	0.0%	£0.00	£34.30	£0.00	£34.30	OS	
	£4.50	0.0%	£0.00	£4.50	£0.00	£4.50	OS	
Additional articles worth 1 point collected at the same time								
Collection and Disposal of Fridges and Freezers from Commercial Premises	£101.00	5.9%	£6.00	£107.00	£0.00	£107.00	OS	
Big Bin Hire for a week - 1,100 litre bin	n/a	n/a	n/a	£60.00	£0.00	£60.00	OS	
Big Bin Hire for a week - 660 litre bin	n/a	n/a	n/a	£50.00	£0.00	£50.00	OS	

# APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Crematorium						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
Cremation		£867.00	5.0%	£43.00	£910.00	£0.00	£910.00	X
Early start (09:00 & 09:45)		£700.00	14.3%	£100.00	£800.00	£0.00	£800.00	X
Direct Cremation (no attendance 08:45)		£465.00	4.3%	£20.00	£485.00	£0.00	£485.00	X
The Farewell Service	A 10 minute service, for 6 mourners, 1 piece of music played on repeat. No minister.	£539.00	3.0%	£16.00	£555.00	£0.00	£555.00	X
Body parts/slides and blocks		£84.50	6.5%	£5.50	£90.00	£0.00	£90.00	X
Saturday service (with discussion with Manager)		£1,261.00	5.0%	£63.00	£1,324.00	£0.00	£1,324.00	X
Late cancellation fee (cancellations within 72 hours of service)		£123.00	5.7%	£7.00	£130.00	£0.00	£130.00	X
Chapel fee (extension 20 minutes)		£196.00	6.1%	£12.00	£208.00	£0.00	£208.00	X
Chapel fee (extension 40 minutes)		£252.00	6.0%	£15.00	£267.00	£0.00	£267.00	X
Memorial Service (45mins)		£252.00	6.0%	£15.00	£267.00	£0.00	£267.00	X
Strewing/scattering of cremated remains from elsewhere		£55.00	0.0%	£0.00	£55.00	£0.00	£55.00	X
Webcast recording - Live Only	Stream a service live on request	£41.67	0.0%	£0.00	£41.67	£8.33	£50.00	S
Bundle: Webcast recording - Live & On Demand	Stream a service live and watch on demand for a further 28 days, with the option to download	£49.17	1.7%	£0.83	£50.00	£10.00	£60.00	S
Bundle: DVD, USB, Blue-Ray, Audio CD	A keepsake copy of the service, Tribute, or both. If purchased as part of the Bundle choose from USB or DVD.	£54.17	0.0%	£0.00	£54.17	£10.83	£65.00	S
Bundle: Halo Photo	First photo is free, second is chargeable. One photo is included if purchased as part of the Bundle.	£15.50	7.5%	£1.17	£16.67	£3.33	£20.00	S
Bundle: Music Slideshow	A beautifully simple photo tribute of up to 25 photos, timed to their chosen piece of music with fade transitions.	£70.83	2.4%	£1.67	£72.50	£14.50	£87.00	S
Bundle: Obitus Bundle	10% saving vs individual sale price (total £209 incl. VAT)	£156.67	1.1%	£1.66	£158.33	£31.67	£190.00	S
DVD recording (each subsequent copy)		£26.67	0.0%	£0.00	£26.67	£5.33	£32.00	S
Visual tribute (1 photograph)	First photo is free, second is chargeable.	£15.83	5.3%	£0.84	£16.67	£3.33	£20.00	S
Basic Slideshow	Photo slide show of up to 25 photos with simple transitions that can be either played in loop throughout the service at a specific point in the service, not timed to music.	£41.67	4.0%	£1.66	£43.33	£8.67	£52.00	S
Themed Tribute	A photo montage with a difference; users can choose from a range of themes and have up to 25 photos professionally edited and timed to their chosen piece of music.	£83.33	0.0%	£0.00	£83.33	£16.67	£100.00	S
Bespoke Tribute	A professionally crafted bespoke tribute for the service by our in-house media team. Families and arrangers will have access to a "bespoke concierge" to create something unique and personal.	£333.33	0.0%	£0.00	£333.33	£66.67	£400.00	S
Visual tribute (for additional 25 photos)	Both standard and professionally edited slideshow	£27.50	0.0%	£0.00	£27.50	£5.50	£33.00	S
Video tribute (up to 5 minutes)	A family supplies video tribute	£36.67	0.0%	£0.00	£36.67	£7.33	£44.00	S
Video Book	A keepsake Video Book displaying the service, Tribute, or both.	£79.17	5.3%	£4.16	£83.33	£16.67	£100.00	S
Memory Box	A premium quality Memory Box with 25 printed photos, a keepsake USB and a keepsake DVD displaying the Live Stream/ Tribute, or both if both products were chosen	£116.67	3.6%	£4.16	£120.83	£24.17	£145.00	S
A download link of the pro-tribute		£20.00	0.0%	£0.00	£20.00	£4.00	£24.00	S
Extra work (Pro tribute)		£17.50	4.7%	£0.83	£18.33	£3.67	£22.00	S

Prosperous Communities Committee		Crematorium						
		2023/24	Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	
Book of Remembrance (2 lines)	2 lines not available from 2024/2025	£78.33	0.0%	£0.00	n/a	n/a	n/a	S
Book of Remembrance (3 lines)	3 lines from 2024/2025 (2 lines no longer available)	n/a	n/a	n/a	£91.67	£18.33	£110.00	S
Book of Remembrance (each additional line) (to a maximum of 8 lines)		£8.33	20.0%	£1.67	£10.00	£2.00	£12.00	S
Book of Remembrance (illustrations)	plus Admin Fee £10-£30 dependent on requirements	POA			POA	POA	POA	S
Miniature book (leather - 2 lines)		£93.33	4.0%	£3.75	£97.08	£19.42	£116.50	S
Miniature book (leather - 5 lines)		£114.17	3.6%	£4.16	£118.33	£23.67	£142.00	S
Miniature book (leather - 8 lines)		£125.00	4.0%	£5.00	£130.00	£26.00	£156.00	S
Memorial card (2 lines)		£41.67	4.0%	£1.66	£43.33	£8.67	£52.00	S
Memorial card (5 lines)		£62.50	4.0%	£2.50	£65.00	£13.00	£78.00	S
Memorial card (8 lines)		£72.50	3.4%	£2.50	£75.00	£15.00	£90.00	S
Additional inscription to existing books and cards		£19.17	4.3%	£0.83	£20.00	£4.00	£24.00	S
Floral design (available for 5 and 8 lines only)		£41.67	4.0%	£1.66	£43.33	£8.67	£52.00	S
Caskets*		£47.50	3.5%	£1.67	£49.17	£9.83	£59.00	S
Temporary deposit of Cremated remains per month after initial month		£11.00	13.6%	£1.50	£12.50	£2.50	£15.00	S
Sanctum 2000 vault (leased for 10 years) including up to 80 letters**		£890.00	6.0%	£53.33	£943.33	£188.67	£1,132.00	S
Sanctum 2000 vault - per letter above 80		£2.50	16.8%	£0.42	£2.92	£0.58	£3.50	S
Barbican memorial (space lease for 5 years)**		£215.83	13.5%	£29.17	£245.00	£49.00	£294.00	S
Mulberry Tree - per leaf, space leased for 5 years		£151.67	9.9%	£15.00	£166.67	£33.33	£200.00	S
Mulberry Tree - per leaf with motif, space leased for 5 years		£176.67	10.8%	£19.16	£195.83	£39.17	£235.00	S
Memorial Glass Offering - Robin Ornament	Individual handmade ashes into glass ornaments	£95.83	0.0%	£0.00	£95.83	£19.17	£115.00	S
Memorial Glass Offering - Memorial Bauble with Stand	containing a small amount of loved ones ashes and comes with a certificate of authenticity.	£120.83	0.0%	£0.00	£120.83	£24.17	£145.00	S

\* If a casket is sold as part of a funeral package it will be exempt from VAT; if supplied on its own it will be standard rated  
\*\* Sanctum 2000 vault/Barbican memorial/Mulberry tree - additional artwork/photo plaque can be provided - POA (plus Admin Fee £10-£30 dependent on requirements)  
\*\*\* When a Mulberry leaf, Barbican plaque or Sanctum vault is purchased there will be a 10% discount applied to any book of remembrance purchase.

# APPENDIX 3 – FEES AND CHARGES 2024/2025

Prosperous Communities Committee		Trinity Arts Centre							
		2023/24		Proposed Increase / (Decrease)		2024/25	VAT Amount	2024/25 Charge Inc. VAT	VAT Rate
		£	% Type	or £	£	£	£	£	
<b>Space Hire</b>									
Community - Theatre Hire - Performance	Up to 5hrs access (includes: 1 x Technician, 1 x Duty Manager, FOH Staff, Marketing)	£0.00	0.0%	£0.00	£425.00	£85.00	£510.00	S	
Community - Theatre Hire - Rehearsal/Get - in	Per hour (includes Technician)	£0.00	0.0%	£0.00	£55.00	£11.00	£66.00	S	
Community - Theatre Hire - Room only	Per hour	£0.00	0.0%	£0.00	£44.50	£0.00	£44.50	X	
Commercial - Theatre Hire - Performance	up to 5hrs access (includes: 1 x Technician, 1 x Duty Manager, FOH Staff, Marketing)	£0.00	0.0%	£0.00	£552.50	£110.50	£663.00	S	
Commercial - Theatre Hire - Rehearsal/Get - in	Per hour (includes Technician)	£0.00	0.0%	£0.00	£71.50	£14.30	£85.80	S	
Commercial - Theatre Hire - Room only	Per hour	£0.00	0.0%	£0.00	£58.00	£0.00	£58.00	X	
Community - Cinema Hire - Presentation/Lecture	up to 5hrs Access (include Duty Manager)	£0.00	0.0%	£0.00	£192.50	£38.50	£231.00	S	
Commercial - Cinema Hire - Presentation/Lecture	up to 5hrs Access (include Duty Manager)	£0.00	0.0%	£0.00	£250.00	£50.00	£300.00	S	
Community - Ancillary Room Hire only	Per hour	£0.00	0.0%	£0.00	£15.00	£0.00	£15.00	X	
Commercial - Ancillary Room Hire only	Per hour	£0.00	0.0%	£0.00	£23.00	£0.00	£23.00	X	
<b>Services</b>									
Community - Ticketing Service Charge	Per ticket	£0.00	0.0%	£0.00	£1.00	£0.20	£1.20	S	
Commercial - Ticketing Service Charge	Per ticket	£0.00	0.0%	£0.00	£1.46	£0.29	£1.75	S	
Additional Staffing Charge	Per person /per hour	£0.00	0.0%	£0.00	£20.00	£4.00	£24.00	S	
Technical Programming Session	up to 5hrs time with Technician	£0.00	0.0%	£0.00	£125.00	£25.00	£150.00	S	
<b>Packages</b>									
Community - Full Venue Hire - Performance	up to 5hrs access to full venue (including Technician)	£0.00	0.0%	£0.00	£575.00	£115.00	£690.00	S	
Community - Full Venue Hire - Rehearsal/Get-in	Per Hour	£0.00	0.0%	£0.00	£85.00	£17.00	£102.00	S	
Community - Theatre Hire - Presentation/Lecture	up to 5hrs access to full venue (including Duty Manager)	£0.00	0.0%	£0.00	£342.50	£68.50	£411.00	S	
Commercial - Full Venue Hire - Performance	up to 5hrs access to full venue (including Technician)	£0.00	0.0%	£0.00	£828.50	£165.70	£994.20	S	
Commercial - Full Venue Hire - Rehearsal/Get-in	Per Hour	£0.00	0.0%	£0.00	£126.70	£25.34	£152.04	S	
Commercial - Theatre Hire - Presentation/Lecture	up to 5hrs access to full venue (including Duty Manager)	£0.00	0.0%	£0.00	£526.00	£105.20	£631.20	S	
Catering Essentials Package	Per delegate/Per day (includes Selection of tea, coffee, water and cordial provided during hire)	£0.00	0.0%	£0.00	£1.25	£0.25	£1.50	S	
Community - Full Production Week	up to 15hrs for Rehearsal/get in/get out/dress and 4days up to 5hrs per day for Performance	£0.00	0.0%	£0.00	£2,525.00	£505.00	£3,030.00	S	
<b>Cinema</b>									
Films cost *there will also be an additional cost of £1 booking fee per ticket		£0.00	0.0%	£0.00	£2.49	£0.50	£2.99	S	
Quad Film Ticket (4 people) ** there will be also be an additional charge of £4 booking fee		£0.00	0.0%	£0.00	£6.67	£1.33	£8.00	S	
Booking Fee (face to face / phone)		£1.00	0.0%	£0.00	£1.00	£0.00	£1.00	X	
Ticket insurance per ticket	£2 incl VAT	£1.67	0.0%	£0.00	£1.67	£0.33	£2.00	S	

\* concessionary prices eligibility are school children, those on income support, senior citizens, students, those on disability allowance, Military id card and Blue light card