

## FEES &amp; CHARGES

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In January 2005 the Council delegated authority to the Executive Director of the appropriate service to vary charges, having regard to market conditions and the Council's policy framework. This being the case the charges shown in this booklet may change during the year. You may wish to check with the service provider before using the service.

The Council publishes its latest fees and charges on the Council website:

[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

Fees and Charges (inclusive of VAT where applicable) effective from 1st April 2021.

## Arts and Entertainment

	CHARGE 2020/21	PROPOSED CHARGE 2021/22
	£	£
<b>GUILDHALL- 01553 765565</b>		
Posting Tickets	1.00	1.00
<b>Hirings</b>		
Access from 14:00 hrs – clearance by 24:00 hrs		
<b>Commercial</b>		
Monday - Thursday	749.50	765.00
Friday - Sunday	862.40	880.00
Earlier access / rehearsal (per hour)	74.25	76.00
Base hire charge plus 10% of gross box office takings		
<b>Local Arts Organisations</b>		
Monday - Thursday	457.65	466.00
Friday - Sunday	496.30	506.00
Get in / rehearsal rate / excess hours (per hour)	58.00	60.00
Base rate plus 5% of gross box office takings		
<b>The above hire charges include Box Office facilities, Front of House Staff and 2 technicians and all available in house equipment.</b>		
<b>For hire charges relating to events and exhibition spaces please call (01553) 779095</b>		

## Tourism

	CHARGE 2020/21	PROPOSED CHARGE 2021/22
	£	£
<b>STORIES OF LYNN - 01553 774297</b>		
Admissions		
Adults	3.95	3.95
Juniors	1.95	1.95
Concessions	2.95	2.95
Family (2 adults and 2 children)	9.85	9.85
Adult Group	3.55	3.55
Concession Group	2.65	2.65
Child Group	1.75	1.75
Sunday Joint Adult	5.95	5.95
Sunday Joint Concession	3.95	3.95
Sunday Joint Child	2.95	2.95
Adult with Norfolk Museum Pass	3.20	3.20
Child with Norfolk Museum Pass	1.60	1.60
Adult with Friend of KL Museum Pass	3.55	3.55
Child with Friend of KL Museum Pass	1.75	1.75
<b>South Gate/Red Mount Chapel combined ticket - Adult</b>	FREE	FREE
<b>South Gate/Red Mount Chapel combined ticket - Accompanied children</b>	FREE	FREE

## Hall and Room Hire

### TOWN HALL, KING'S LYNN - 01553 775839

#### Stone Hall/Assembly Room Suite

##### Charge per hour

Monday - Thursday

Friday

Saturday & Sunday

Wedding - Ceremony only - Weekday

Wedding - Ceremony only - Friday

Wedding - Ceremony - Weekend

Wedding - Ceremony & Reception - Monday to Thursday

Wedding - Ceremony & Reception - Friday

Wedding - Ceremony & Reception - Saturday and Sunday

#### Card Room (Meetings, Whist Drives etc.)

Charge per Hour - Monday to Friday

Charge per Hour - Saturday and Sunday

#### Meeting Rooms - Charge per hour - Monday to Friday

#### Meeting Rooms - Charge per hour - Saturday and Sunday

**Set-up time per hour** - subject to availability on same day as booking

If needed the day before booking the usual daily rate applies - with minimum 4 hours charge

#### Use of Kitchen (per booking)

#### Corkage charge per bottle

#### Hire of Public Address System

#### Additional charge after midnight

#### 50% surcharge for bank holiday bookings

### COUNCIL OFFICE, CHAPEL ST, KING'S LYNN - 01553 616200

#### Meeting Rooms

Charge per Hour

*Price varies dependant on the room hired*

CHARGE 2020/21 PROPOSED  
CHARGE 2021/22

£

£

75.00	77.00
87.00	96.00
109.00	120.00

460.00	469.00
517.00	569.00
632.00	695.00

977.00	995.00
1,207.00	1,328.00
1,551.00	1,706.00

75.00	77.00
109.00	120.00

46.00	47.00
81.00	89.00

46.00	50.00
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64.00	70.00
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4.00	4.00
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Price dependant on requirements	
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207.00	228.00
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36.00 to 41.00	36.00 to 41.00
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## Community Centres

### SOUTH LYNN COMMUNITY CENTRE - 01553 763620

#### Main Hall

Off Peak per hour

Peak per hour

#### Community Rooms per hour

#### Children's party - 3 hour package

### FAIRSTEAD COMMUNITY CENTRE - 01553 771477

#### Main Hall

Off Peak per hour

Peak per hour

#### Children's party - 3 hour package

CHARGE 2020/21 PROPOSED  
CHARGE 2021/22

£

£

20.75	21.00
27.60	27.90

17.90	18.10
	67.30

66.60	67.27
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20.75	21.00
27.60	27.90

66.60	67.30
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			CHARGE 2020/21	PROPOSED CHARGE 2021/22
			£	£
<b>Grass Sports Pitches</b>	<b>Downham Market</b>	<b>01366 386868</b>		
	<b>Hunstanton</b>	<b>01485 534227</b>		
	<b>Kings Lynn</b>	<b>01553 818001</b>		
General Lettings Per Match with changing facilities			44.75	45.70
Junior Pitch per match			16.25	16.60
Leagues per match			30.00	30.65
<b>SEASONAL AMENITIES - HUNSTANTON</b>				
<b>Bowling Green</b>				
Per Session - 2 hours approx.			5.90	6.00
<b>Crazy Golf</b>				
Adults - per round			3.20	3.30
Juniors - per round			2.70	2.80
<b>Tennis - Grass Courts Per Person Per Session (2 hours)</b>				
Adults			5.20	5.35
Juniors			2.90	3.00
Doubles			3.75	3.85
<b>Pitch and Putt</b>				
Adults - per game			4.80	4.95
Juniors - per game			3.80	3.90
<b>Footgolf</b>				
Adults - per game		NEW	4.80	4.95
Juniors - per game		NEW	3.80	3.90
<b>Putting Green</b>				
Adults - per round			3.70	3.80
Juniors - per round			3.10	3.20
<b>Recreation Ground</b>				
Caravan Rallies – per van per day			7.30	7.50
Tennis Tournament			2,600.00	2,654.60
<b>Chalets</b>				
Daily Hire			20.85	21.30
Weekly Hire			94.70	96.70
Seasonal Hire			666.55	680.55
<b>Resort Services - Permit for Launch of Personal Watercraft/Power Boats</b>				
Non Member - Per Annum (in advance, conditions apply)			25.00	25.50
Member * - Per Annum (in advance, conditions apply)			6.85	7.00
Day Permit (Training certification and insurance must be shown)			12.20	12.50
* Member of Heacham Boat Owners or Hunstanton Ski Club Only				
Seafront Kiosk Trader - 1st March to 31st October - Max three per kiosk			42.00	42.90
Triangle Traders - 1st March to 31st October - Max three per kiosk			42.00	42.90

		CHARGE 2020/21	PROPOSED CHARGE 2021/22
		£	£
<b>Commercial Waste</b>			
<b>Hire Charge &amp; Waste Transfer Note (Annual Fee)</b>			
	1100 litre	113.55	115.00
	770 litre	102.55	104.00
	660 litre	100.45	102.00
	360 litre	73.10	74.00
	240 litre	50.20	51.00
<b>Fee per Emptying</b>			
	1100 litre	18.95	19.52
	770 litre	15.75	16.16
	660 litre	14.55	14.89
	360 litre	11.45	11.95
	240 litre	9.75	10.37
<b>Schools Waste</b>			
<b>Hire Charge &amp; Waste Transfer Note (Annual Fee)</b>			
	1100 litre	113.55	115.00
	770 litre	102.55	104.00
	660 litre	100.45	102.00
	360 litre	73.10	74.00
	240 litre	50.20	51.00
<b>Fee per Emptying</b>			
	1100 litre	12.70	13.54
	770 litre	10.65	11.25
	660 litre	9.20	9.72
	360 litre	6.10	7.45
	240 litre	5.10	6.62
<b>Domestic Property used as Self Catering Accommodation</b>			
<b>Hire Charge &amp; Waste Transfer Note (Annual Fee)</b>			
	1100 litre	113.55	115.00
	770 litre	102.55	104.00
	660 litre	100.45	102.00
	360 litre	73.10	74.00
	240 litre	50.20	51.00
<b>Fee per Emptying</b>			
	1100 litre	12.70	13.54
	770 litre	10.65	11.25
	660 litre	9.20	9.72
	360 litre	6.10	7.45
	240 litre	5.10	6.62

**Waste Collection - 01553 616760**

TRADE REFUSE CHARGES ARE QUOTED NET OF VAT

**Commercial Recycling****Waste Transfer Note (Annual Fee)**1100 litre  
660 litre  
360 litre  
240 litreCHARGE 2020/21  
PROPOSED  
CHARGE 2021/22

£

£

33.60	33.65
33.60	33.65
33.60	33.65
33.60	33.65

**Fee per Emptying**1100 litre  
660 litre  
360 litre  
240 litre

9.00	13.00
7.45	10.25
6.00	8.58
5.40	7.87

**Additional Waste Transfer Note****Trade Waste Plastic Sacks**

Roll of 25 - (includes delivery charge)

Waste Transfer Note on first purchase of year

Trade Waste Recycling Tags 25 with roll of 25 Sacks

33.65	33.65
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68.35	69.70
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33.65	33.65
-------	-------

21.85	35.00
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33.65	33.65
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**DOMESTIC REFUSE CHARGES INCLUDE VAT****Bulk Waste Collections (01553 776676)**

First three items

Per additional item thereafter

**Side Waste - Purchase of Tag****Replacement of Lost Wheelie Bin (01553 776676)**

Delivered

**Contact telephone number for following services (01553 782060)****Garden Waste**

Fortnightly Brown Bin Collection

31.00	31.50
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10.50	10.75
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1.90	1.95
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41.50	41.50
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56.25	56.25
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**Collection Hazardous Household Waste**

FREE	FREE
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**Empty of Parish Litter Bin**

Intalled before 1/12/2020

Installed after 1/12/2020

\*\*\* NEW \*\*\*

Empty of Parish Dog Waste Bin (per emptying)

106.94	109.08
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	185.29
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1.85	1.90
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**Markets/Hanging Baskets and Allotments - 01553 616200**

		CHARGE 2020/21	PROPOSED CHARGE 2021/22
		£	£
<b>MARKETS</b>			
<b>King's Lynn (Tuesday and Friday)</b>			
<b>Hunstanton (Wednesday)</b>			
Per metre frontage	Regular Traders	5.00	5.10
	Casual Traders	7.30	7.45
Annual agreement - 50% discount (January to March only)			
<b>Kings Lynn (Saturday)</b>			
Per metre frontage	Regular Traders	4.30	4.40
	Casual Traders	6.30	6.45
Annual agreement - 50% discount (January to March only)			
<b>Hunstanton (Sunday)</b>			
Per metre frontage	Regular Traders	9.30	9.50
	Casual Traders	13.90	14.20
Annual agreement - 50% discount (January to March only)			
<b>Market Parking</b>			
All markets - any vehicle for one market (per annum)		20.60	21.00
All markets - any vehicle for any market (per annum)		29.90	30.45
<b>Discount Scheme</b>			
Trader must have held a licence for at least 12 months commencing 1st April in any year in order to qualify for the discount and pay their rent before due date each month.			
<b>HANGING BASKETS</b> (supply, delivery and removal)		64.95	66.15
<b>ALLOTMENTS</b> - Kings Lynn			
Per square metre per annum		0.23	0.25
<b>Public Conveniences</b>			
Radar key for disabled toilets		4.20	4.30

**Careline - 01553 760671**

		CHARGE 2020/21	PROPOSED CHARGE 2021/22
		£	£
<b>CARELINE</b>			
<b>Rented Units</b>			
<b>Within District</b>			
Weekly charge		3.70	3.75
Weekly charge VAT Exemption		3.08	3.10
Connection Charge (single payment)		40.20	40.60
Connection Charge (single payment) VAT Exemption		33.50	33.85
<b>Outside District</b>			
Weekly charge		3.72	3.76
Weekly charge VAT Exemption		3.08	3.11
Connection Charge (Single payment)		47.40	47.90
Connection Charge (Single payment) VAT Exemption		39.50	39.90
<b>Purchased Units</b>			
<b>Within District</b>			
Monitoring and Maintenance Charge		1.92	1.94
Monitoring and Maintenance Charge VAT Exemption		1.60	1.62
Connection Charge (single payment)		40.20	40.60
Connection Charge (single payment) VAT Exemption		33.50	33.85
<b>Outside District</b>			
Monitoring and Maintenance Charge		1.92	1.94
Monitoring and Maintenance Charge VAT Exemption		1.60	1.62
Connection Charge (single payment)		47.40	47.90
Connection Charge (single payment) VAT Exemption		39.50	39.90

**Housing Standards - 01553 616200**

HMO Licence -New Application	£50 refunded if everything in order initially	685.00	768.00
HMO Licence -Renewal of existing Licence	£50 refunded if everything in order initially	596.00	649.00

**CCTV - 01553 616200**

Access to Data

£

**Administrative Services - 01553 616200**

	CHARGE 2020/21	PROPOSED CHARGE 2021/22
	£	£
<b>REGISTER OF ELECTORS</b>		
<b>Statutory Fees</b>		
<b>Printed Form</b>		
Flat Rate	10.00	10.00
Plus per 1000 names or part thereof	5.00	5.00
<b>Data Form</b>		
Flat Rate	20.00	20.00
Plus per 1000 names or part thereof	1.50	1.50
<b>Overseas Electors Lists (Statutory Fee)</b>		
<b>Printed Form</b>		
Flat Rate	10.00	10.00
Plus per 1000 names or part thereof	5.00	5.00
<b>Data Form</b>		
Flat Rate	20.00	20.00
Plus per 1000 names or part thereof	1.50	1.50
<b>Monthly Additions (Statutory Fee)</b>		
<b>Printed Form</b>		
Flat Rate	10.00	10.00
Plus per 1000 names or part thereof	5.00	5.00
<b>Data Form</b>		
Flat Rate	20.00	20.00
Plus per 1000 names or part thereof	1.50	1.50
<b>Printed Form (Marked Copy)</b>		
Flat Rate	10.00	10.00
Plus per 1000 names or part thereof	2.00	2.00
<b>Data Form (Marked copy)</b>		
Flat Rate	10.00	10.00
Plus per 1000 names or part thereof	1.00	1.00
<b>GENERAL ADMINISTRATION</b>		
Request for additional letter confirming that an individual is registered on the Electoral Register		
Administration Fee	10.00	10.00
Plus cost per sheet	0.10	0.10
<b>Supply of Miscellaneous Information</b>		
Administration Fee	10.00	10.00
Plus cost per sheet	0.10	0.10
<b>Returns and Declarations as to Election Expenses (Statutory Fee)</b>		
Price of a copy of any return, declaration or accompanying document (price for each side of each page)		
	0.20	0.20
<b>Inspection of a Request for Election</b>		
	0.10	0.10
<b>SUPPLY OF MINUTES AND AGENDA</b>		
<b>Supply of Council Minutes (Per annum)</b>		
	75.50	75.50
<b>Supply of Development Control or Cabinet Agenda</b>		
Per annum	107.50	107.50
Per agenda	9.60	9.60
Other Agendas	5.30	5.30
A4 Photocopies	0.10	0.10
<b>General Administration</b>		
Supply of miscellaneous information		
Cost per A4 sheet (photocopy)	0.10	0.10



## Administrative Services - 01553 616200

**PLANNING ADMINISTRATIVE FEES**

Photocopies

A4 Copies

Copies of deposited plans A3

Copies of deposited plans A2

Copies of deposited plans A1

Copies of deposited plans A0

Black and white

Colour

Black and white

Colour

Black and white

Colour

CHARGE 2020/21

PROPOSED  
CHARGE 2021/22

£

£

0.10

0.10

0.10

0.10

5.20

5.35

7.40

7.60

6.55

6.75

9.05

9.30

7.50

7.70

10.10

10.40

Request for confirmation that development has been carried out in accordance with the terms of an Enforcement Notice or Legal Agreement.

41.30

42.50

**LEGAL AND LOCAL LAND CHARGES**

Con 29R (VAT to be added)

New Fee

40.40

41.60

CON 29O (each question) (VAT to be added)

New Fee

13.00

13.40

Parcel fee (each)

New Fee

12.05

12.40

Personal Search (unaided) - now under Environmental Information Regulations

Assisted Personal Search

21.50

22.15

Additional own enquiries (each)

15.00

15.45

LLC1 (submitted by post/DX)

21.50

22.15

LLC1 (submitted by NLIS)

21.50

22.15

Planning History Search - back to 1994

21.50

22.15

**Car and PSV Parking**

**CAR PARKS AND PSV PARKING**

**Hunstanton**

Charges apply Monday to Sunday, plus Bank Holidays except Christmas Day

CHARGE 2020/21	PROPOSED CHARGE 2021/22
£	£

**CENTRAL CAR PARK**

**Inclusive between 8am and 5pm**

Pay and Display Up to 1 Hour	1.80	1.80
Pay and Display Up to 2 hours	2.80	2.80
Pay and Display Up to 3 hours	3.50	3.50
Pay and Display Up to 5 hours	4.70	4.70
Holiday Rover (Weekly)	20.40	20.40
Seniors – Hunstanton Resident (Annual)	40.80	40.80
Inclusive between 5pm and 9am	2.00	2.00

**VALENTINE ROAD CAR PARK**

Pay and Display Up to 30 minutes	1.10	1.10
Pay and Display Up to 1 Hour	1.80	1.80
Pay and Display Up to 2 hours	2.80	2.80
Pay and Display Up to 3 hours	3.50	3.50
All day before 10.00am	1.00	1.00
All day after 10.00am	2.80	2.80
Inclusive between 5pm and 9am	2.00	2.00

**NORTH PROMENADE**

**1st September to 30th June including Bank Holidays except Christmas Day**

**Inclusive between 8am and 5pm**

Pay and Display Up to 2 hours	4.00	4.00
Pay and Display Up to 4 hours	5.50	5.50
All day - (valid until 8am the following day)	7.20	7.20
Inclusive between 5pm and 9am	2.00	2.00

**1st July to 31st August including Bank Holidays**

**Inclusive between 8am and 5pm**

Pay and Display Up to 2 hours	4.00	4.00
Pay and Display Up to 4 hours	5.50	5.50
All day - (valid until 8am the following day)	7.70	7.70
Inclusive between 5pm and 9am	2.00	2.00

**Coach Parking**

**1st September to 30th June including Bank Holidays**

Up to 2 hours	4.00	4.00
Over 2 hours until 18:00	7.20	7.20

**1st July to 31st August including Bank Holidays**

Up to 2 hours	4.00	4.00
All day	7.70	7.70

**The Green, Hunstanton - Motorcycles**

1.00	1.00
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**PAY AND DISPLAY HUNSTANTON (Excluding Central, Valentine Road and North Promenade Car Parks) 1st September to 30th June including Bank Holidays except Christmas Day**

**Inclusive between 8am and 5pm**

Up to 1 hour	2.00	2.00
Up to 2 hours	4.00	4.00
Up to 3 hours	5.00	5.00
All day - (valid until 8am the following day)	6.00	6.00
Inclusive between 5pm and 9am	2.00	2.00

**PAY AND DISPLAY HUNSTANTON (Excluding Central, Valentine Road and North Promenade Car Parks) 1st July to 31st September including Bank Holidays except Christmas Day**

**Inclusive between 8am and 5pm**

Up to 1 hour	2.00	2.00
Up to 2 hours	4.00	4.00
Up to 3 hours	5.00	5.00
All day - (valid until 8am the following day)	7.00	7.00
Inclusive between 5pm and 9am	2.00	2.00

**Season Tickets**

Six months (unreserved)	155.00	155.00
Twelve months (unreserved)	220.00	220.00
Reserved Twelve months	350.00	350.00

## Car and PSV Parking

### CAR PARKS AND PSV PARKING

#### HEACHAM (Seasonal)

Charges apply from 1st March to 30th June and 1st September to 31st October, including Bank Holidays, Inclusive between 8am and 5pm

Up to 1 hour	2.00	2.00
Up to 2 hours	4.00	4.00
Up to 3 hours	5.00	5.00
Daily - all day	6.00	6.00
Inclusive between 5pm and 9am	2.00	2.00

Charges apply from 1st July to 31st August including Bank Holidays.

Inclusive between 8am and 5pm

Up to 1 hour	2.00	2.00
Up to 2 hours	4.00	4.00
Up to 3 hours	5.00	5.00
Daily - all day	7.00	7.00
Inclusive between 6pm and 8am	2.00	2.00

Season ticket - Seniors

39.20 39.20

Season ticket - resident

52.80 52.80

Season ticket - non resident

104.00 104.00

Season ticket - Beach Hut Resident

44.80 44.80

#### KING'S LYNN

Charges apply Monday to Sunday, plus Bank Holidays except Christmas Day

Charges apply 24 hours a day

Inclusive between 8am and 5pm

##### Short Term

Up to half hour (Saturday and Tuesday Market Place and St James , outside multi-storey)	1.10	1.10
Up to 1 hour	1.80	1.80
Up to 2 hours	2.80	2.80
Up to 3 hours	3.50	3.50
Up to 5 hours	4.70	4.70

Inclusive between 5pm and 9 am

Up to half hour (Saturday and Tuesday Market Place and St James , outside multi-storey)	1.10	1.10
Up to 1 hour	1.80	1.80
Over 1hrs until 9am	2.00	2.00

##### Long Term

All Day before 10am	2.80	2.80
All Day after 10am	3.60	3.60
Boal Quay all day	2.70	2.70
Inclusive between 5pm and 9am	2.00	2.00

##### Season Tickets

Monthly	40.00	40.00
Annual	400.00	400.00

#### MULTI-STOREY ST JAMES

Inclusive between 8am and 5pm

Up to 1 hour	1.80	1.80
Up to 2 hours	2.80	2.80
Up to 3 hours	3.50	3.50
Up to 4 hours	4.00	4.00
Up to 5 hours	4.70	4.70
Up to 6 hours	5.90	5.90
Up to 7 hours	7.10	7.10
Up to 8 hours	8.30	8.30
Up to 9 hours	9.50	9.50
Up to 10 hours	10.70	10.70
Up to 11 hours	11.90	11.90
Lost ticket	12.00	12.00
Season Ticket	800.00	800.00

Inclusive between 5pm and 9am

Up to 1 hour	1.80	1.80
Over 1hrs until 9am	2.00	2.00

Season Ticket - Annual- weekdays Monday-Friday (max 50)

800.00 800.00

##### Penalty Charge Notices

Payment within 14 days	range of charges depending on level of contravention	25.00 to 35.00	25.00 to 35.00
Payment after 14 days	range of charges depending on level of contravention	50.00 to 70.00	50.00 to 70.00

##### Other Charges

Public Service Vehicle (Bus Station Pay and Display)	2.00	2.00
Contract Parking Bay (per annum)	800.00	800.00

## Funeral Services

### CEMETERIES - 01553 630533

#### King's Lynn and Hunstanton

Internment fee-(Age 18+)

For cremated remains

Interment in walled grave or vault (exc construction cost)

Disinterment - of earthen burial (Adult)

Disinterment - of earthen burial (Child)

Disinterment - of cremated remains

CHARGE 2020/21	PROPOSED CHARGE 2021/22
£	£
940.00	957.00
111.00	113.00
1,643.00	1,673.00
2,000.00	POA
POA	
228.00	POA

#### Walpole St Andrew, Marshland Smeeth

Internment fee (Age 18+)

(additional grave digging fees may apply)

For cremated remains

Interment in walled grave or vault (exc construction cost)

Disinterment - of earthen burial (Adult)

Disinterment - of earthen burial (Child)

Disinterment - of cremated remains

639.00	651.00
90.00	92.00
1,364.00	1,389.00
2,000.00	POA
POA	
228.00	POA

#### All Cemeteries

##### Purchase of exclusive right of burial

In child's grave up to 4'6" x 3'

In earthen grave up to 9' x 4'

In walled grave/vault up to 9' x 4'

In cremation plot 2' x 2'

200.00	204.00
640.00	652.00
918.00	935.00
123.00	126.00

##### Right to erect memorial

New headstone up to 4' high

New headstone 4' to 6' high

New headstone over 6' high

New headstone under 2'6" on child's grave

Memorial kerb set on child's grave

Memorial kerb set on adults grave

Cremation tablet set level with ground

Additional inscription after first

Transfer of Grave Ownership

284.00	290.00
584.00	595.00
1,141.00	1,162.00
123.00	126.00
222.00	226.00
668.00	681.00
140.00	143.00
195.00	199.00
58.00	60.00

#### Refundable Deposit for Disabled Vehicle Access to Gayton Road Cemetery

23.00	24.00
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All cemetery charges are increased by 100% for persons who at the time of death lived outside the area of the Borough Council, unless the deceased had lived outside the Borough for less than 5 years immediately before death then the normal charges shall apply. For burials outside of normal working hours, other than for religious reasons, the above fees are increased by 75%.

## Funeral Services

### CREMATORIUM

#### Kings Lynn - 01553 630533

Cremation fee(Age 18+) - Monday-Friday	
Cremation fee (Age 18+) - Saturday	
Cremation fee (Age 18+) - Sunday	
Cremation without service (direct)	
Cremation of body parts	

	CHARGE 2020/21	PROPOSED CHARGE 2021/22
	£	£
	799.00	814.00
	1,134.00	1,155.00
	1,448.00	1,475.00
	500.00	500.00
	100.00	100.00

#### Miscellaneous Charges:

Use of chapel for memorial service	
Provide Music for Memorial Service	
Provide Funeral Music	
Provision of Crematorium Bearer (Subject to Availability)	
Universal Urn	
Pentney Urn	
Terrington Urn	
Holkham Keepsake Heart	
Oxborough Keepsake Urn (Patterned)	
Houghton Keepsake Urn (Plain)	
Winch Casket (Plain)	
Norfolk Casket	

	166.00	169.00
	29.00	30.00
	29.00	30.00
	25.00	26.00
	40.00	41.00
	52.00	53.00
	52.00	53.00
	55.00	56.00
	28.00	29.00
	28.00	29.00
	58.00	60.00
	58.00	60.00

Certified extract from Register of Cremations	
Interment of cremated remains (local)	
Interment of cremated remains (from elsewhere)	
Disinterment of cremated remains	
Strewing of cremated remains from elsewhere	
Application to witness	

	15.00	16.00
	75.00	77.00
	160.00	163.00
	228.00	233.00
	69.00	71.00
	45.00	46.00

#### Book of Remembrance:

2 lines	
5 lines	
Additional lines above 5	
5 lines with emblem	
Additional lines above 5	

	50.00	51.00
	105.00	107.00
	20.00	21.00
	184.00	188.00
	25.00	26.00

#### Remembrance Cards:

2 lines	
5 lines	
8 lines	
11 lines	
14 lines	
5 lines with emblem	
8 lines with emblem	
11 lines with emblem	

	55.00	56.00
	112.00	115.00
	173.00	177.00
	229.00	234.00
	284.00	290.00
	190.00	194.00
	257.00	262.00
	313.00	319.00

**Funeral Services****CREMATORIUM Continued****Personal Books of Remembrance**

2 lines  
 5 lines  
 8 lines  
 11 lines  
 14 lines  
 5 lines with emblem  
 8 lines with emblem  
 11 lines with emblem  
 14 lines with emblem

	CHARGE 2020/21	PROPOSED CHARGE 2021/22
	£	£
	66.00	68.00
	123.00	126.00
	184.00	188.00
	240.00	245.00
	297.00	303.00
	200.00	204.00
	268.00	273.00
	234.00	239.00
	285.00	291.00

**Personal Books of Remembrance (additional inscription)**

2 lines  
 5 lines  
 8 lines  
 11 lines  
 14 lines  
 5 lines with emblem  
 8 lines with emblem  
 11 lines with emblem  
 14 lines with emblem

	50.00	51.00
	109.00	111.00
	172.00	176.00
	229.00	234.00
	286.00	292.00
	189.00	193.00
	257.00	262.00
	315.00	321.00
	377.00	384.00

**Memorial tree - per year**

Memorial Conifer  
 Memorial Tree  
 Bronze single plate 6" x 4"  
 Bronze Double inscription plate 6" x 5"  
 Bronze Photo Plate 6" x 4" [one photo]  
 Bronze Photo Plate 6" x 5" [two photos]

	50.00	51.00
	72.00	74.00
	179.00	183.00
	218.00	222.00
	223.00	228.00
	318.00	324.00

**Memorial shrub - per year**

Aluminium single plate 5" x 3"  
 Aluminium Double inscription plate 5" x 4"  
 Aluminium Photo single plate 5" x 3"  
 Aluminium Photo Double inscription plate 5" x 4"

	40.00	41.00
	114.00	117.00
	164.00	167.00
	206.00	210.00
	256.00	261.00

**6" Kerb plate lease per year****12" Kerb plate lease per year**

Bronze Plate 6" x 3.75"  
 Bronze Plate 12" x 3.75"  
 Bronze Photo Plate 6" x 3.75"  
 Bronze Photo Plate 12" x 3.75" [one photo]  
 Bronze Photo Plate 12" x 3.75" [two photos]

	17.00	18.00
	34.00	35.00
	112.00	115.00
	201.00	205.00
	229.00	234.00
	318.00	324.00
	407.00	415.00

**Memorial Seat - per year**

Brass single plate 6" x 2"  
 Brass double plate 9" x 2"  
 Refurbish inscription plate

	127.00	130.00
	162.00	165.00
	184.00	188.00
	50.00	51.00

**Columbarium:**

Lease of vault per year  
 - Purchase of tablet  
 - Up to 70 letters of inscription  
 - Each additional letter  
 - Border on tablet  
 - Design on tablet  
 - Enamel photograph on tablet  
 - Frame to photograph  
 - Cross on tablet  
 Regild letter (each)

Please contact Mintlyn Crematorium  
 for a quote for these items

	72.00	74.00
	3.50	4.00

## Environmental Health and Protection - 01553 616200

**SHIP SANITATION CERTIFICATE**

www.porthhealthassociation.co.uk

Gross Tonnage:

Up to 1,000

Set nationally

1,001 - 3,000

Set nationally

3,001 - 10,000

Set nationally

10,001 - 20,000

Set nationally

20,001 - 30,000

Set nationally

Over 30,000

Set nationally

**STRAY DOG RECOVERY**

Recovery Charge ( including Statutory Charge)

Kennelling Fee - per day or part thereof

**EXPORT CERTIFICATE**

Shellfish / Canned Food / Colouring Matter

More than 5 days notice

5 to 2 days notice

Less than 2 days notice

Charge for inspection for the first  
hour per hour thereafter minimum  
15 minutes (between 06:00 - 18:00,  
Mon to Fri)

**PLUS** Officer time on site**FOOD****Surrender Certificate**

Issue of certificate

**PLUS** Officer time on site - per hour or part thereof - minimum 15 minutes**PLUS** any costs incurred in removal and destruction of goods

Safer Food, Better Business (includes postage)

**TRAINING COURSES**

Hygiene Course - Level 2 (per person)

Hygiene Course - Level 3 - **NO LONGER PROVIDED**

Health and Safety at Work Course - Level 2 (per person)

**SAMPLING (these charges have VAT included)**

Food Sample

Minimum charge for taking the sample for the first hour  
per hour thereafter minimum 15 minutes

Swimming Pool Waters

First sample

Subsequent samples taken on same day

Re samples

*Increased to include VAT*

Environmental sampling

Minimum charge for taking the sample for the first hour  
per hour thereafter minimum 15 minutes

Cryptosporidium

Minimum charge for taking the sample for the first hour  
per hour thereafter minimum 15 minutes

Legionella

Minimum charge for taking the sample for the first hour  
per hour thereafter minimum 15 minutes

**Private Water Sampling (all costs INCLUDE VAT)**

Risk Assessment

Single Private Dwelling

Small Supplies

Large / Commercial Supplies

Sampling

Small Supply / Single Dwelling

Large / Commercial Supplies

(per visit **PLUS** analysis costs)

Investigation

Carried out in the event of test failure, but can be  
substituted by risk assessment

Authorisation

Application by the owner of a supply for permission  
to breach a standard temporarily whilst remedial work  
is carried out

Miscellaneous Sample and Analysis

For taking the sample for the first hour (**plus** analysis costs)  
per hour thereafter minimum 15 minutes

**ENVIRONMENTAL SEARCH**

	CHARGE 2020/21	PROPOSED CHARGE 2021/22
	£	£
	100.00	105.00
	135.00	140.00
	205.00	210.00
	265.00	270.00
	340.00	345.00
	400.00	405.00
	81.00	81.80
	9.70	9.80
	66.50	66.50
	NEW	99.75
	NEW	133.00
	58.50	58.50
	36.65	36.65
	36.65	36.65
	10.20	10.20
	50.50	50.00
	50.50	50.00
	59.50	60.50
	44.00	44.80
	59.50	60.50
	44.00	44.80
	59.50	60.50
	59.50	60.50
	44.00	44.80
	59.50	60.50
	44.00	44.80
	97.50	99.50
	122.00	124.00
	183.00	186.00
	33.00	33.50
	33.00	33.50
	100.00	102.00
	100.00	102.00
	33.00	33.50
	20.00	20.50

## Licensing - 01553 616200

**STREET TRADING – KING'S LYNN**

Daily Consent Fee

13.00

13.15

Licence for Tables and Chairs on Highway – Original

391.00

395.00

Renewal

132.00

133.30

**SCRAP METAL**

Scrap Metal Collectors (3 year licence)

162.00

165.00

Scrap Metal Site (3 year licence)

232.00

236.00

**SEX ESTABLISHMENTS**

Sex Establishments (Grant)

*£1,247.00 refunded if no hearing required*

1,694.50

1,694.50

Sex Establishments (Renewal)

*£1,247.00 refunded if no hearing required*

1,648.50

1,648.50

Sex Establishments (Transfer)

*£1,247.00 refunded if no hearing required*

1,306.00

1,306.00

Sex Establishments (Variation)

*£1,247.00 refunded if no hearing required*

1,349.00

1,349.00

Copy of Sex Establishment licence

10.60

10.60

**MISCELLANEOUS LICENCE FEES**

Premises Fee to carry out the practice of skin piercing

76.80

76.80

Person Fee to carry out the practice of skin piercing

32.70

32.70

Replacement Certificate

10.00

10.00

Additional copy of the byelaws

10.00

10.00

## Licensing - 01553 616200

**ANIMAL LICENSING**

Licensable Activity	Application Fee		Inspection re-rating & variation fee	Compliance/Enforcement fee (includes)		Copy of Licence
	New	Renewal		1 yr	2 yr	
Boarding - Cats, Dogs, Home & Day Care	135.00	100.00	110.00	160.00	210.00	10.50
Boarding as additional activity	40.00	40.00	40.00	50.00	60.00	
Selling animals as pets	135.00	100.00	110.00	165.00	220.00	10.50
Pets as additional activity	40.00	40.00	40.00	54.00	68.00	
Horse Riding	175.00	135.00	150.00	215.00	280.00	10.50
Riding as additional activity	50.00	50.00	50.00	78.00	106.00	
Dog Breeding	175.00	120.00	150.00	210.00	270.00	10.50
Breeding as additional activity	50.00	50.00	50.00	74.00	98.00	
Exhibition of animals	230.00	200.00	95.00	N/A ( 3 yr licence - costs already calculated within		10.50



**LICENSING ACT 2003**

**All Entertainment licence fees are set by Central Government.**

1. Fees for the grant or variation of a premises licences or club premises certificates are based on the non-domestic rateable value as follows:

Rateable Value	£0 - £4,300	£4,301 - £33,000	£33,001 - £87,000	£87,001 - £125,000	£125,001 and above
Band	A	B	C	D	E

Premises that do not have a rateable value will be placed in Band 'A' except for premises under construction which will be placed in Band 'C'.

2. Each Band attracts a different level of application fee as follows:

Band	A	B	C	D	E
Fee	£100	£190	£315	£450	£635

An application for the grant or variation of a premises licence where the premises is banded in either 'D' or 'E' and the premises are exclusively or primarily in the business of selling alcohol for consumption on the premises then a multiplier will apply to the appropriate rate, i.e.

Band	D	E
Multiplier	x 2	x 3
Fee	£900	£1,905

3. Exceptionally large premises will attract an additional fee based on the number of people in attendance at any one time. The additional fee will be:

Number in attendance at any one time	Additional Application Fee	Additional Annual Fee
5,000 to 9,999	£1,000	£500
10,000 to 14,999	£2,000	£1,000
15,000 to 19,999	£4,000	£2,000
20,000 to 29,999	£8,000	£4,000
30,000 to 39,999	£16,000	£8,000
40,000 to 49,999	£24,000	£12,000
50,000 to 59,999	£32,000	£16,000
60,000 to 69,999	£40,000	£20,000
70,000 to 79,999	£48,000	£24,000
80,000 to 89,999	£56,000	£28,000
90,000 and over	£64,000	£32,000

4. Premises will be subject to an annual fee which becomes payable on the anniversary of the grant. The annual fees are as follows:

Band	A	B	C	D	E
Fee	£70	£180	£295	£320	£350

The annual fee where the premise is banded in with 'D' or 'E' and the premises are exclusively or primarily in the business of selling alcohol for consumption on the premises then a multiplier will apply to the appropriate rate, i.e.

Band	D	E
Multiplier	x 2	x 3
Fee	£640	£1,050

5. Permitted temporary activities, personal licences and miscellaneous:

**Application or Notice**

- Section 25 (theft, loss etc. of premises licence or summary)
- Section 29 (application for a provisional statement where premises being built etc.)
- Section 33 (notification of change of name or address - premises licence)
- Section 37 (application to vary licence to specify individual as premises supervisor)
- Section 42 (application for transfer of premises licence)
- Section 47 (interim authority notice following death etc. of licence holder)
- Section 79 (theft, loss etc of club premises certificate or summary)
- Section 82 (notification of change of name or alteration of rules of club-club premises certificate)
- Section 83(1) or (2) (change of relevant registered address of club)
- Section 100 (temporary event notice)
- Section 110 (theft, loss etc. of temporary event notice)
- Section 117 (application for a grant or renewal of personal licence)
- Section 126 (theft, loss etc. of personal licence)
- Section 127 (duty to notify change of name or address - personal licence)
- Section 178 (right of freeholder etc. to be notified of licensing matters)

**GAMBLING ACT 2005**

All Gambling Act 2005 licence fees are set by Central Government.

**1. Fees in respect of premises licences issued by this authority are as follows:**

<u>Premises Licences</u>	<b>New Grant</b>	<b>Annual Fee</b>	<b>Variation</b>	<b>Transfer</b>	<b>Re-Instatement</b>	<b>Change of Circumstances</b>	<b>Copy of Licence</b>
Bingo	2,625.00	750.00	1,312.00	900.00	900.00	37.50	18.75
Adult Gaming Centre (AGC)	1,500.00	750.00	750.00	900.00	900.00	37.50	18.75
Betting (track)	1,875.00	750.00	937.00	712.00	712.00	37.50	18.75
Betting (other than track)	2,250.00	450.00	1,125.00	900.00	900.00	37.50	18.75
Family Entertainment Centre	1,500.00	562.00	750.00	712.00	712.00	37.50	18.75

(Note: The Borough currently has no casinos and will set an appropriate fee if required).

**2. Fees in respect of permits issued by this authority are as follows:**

<u>Permits/Registration</u>	<b>New Grant (Existing Operator)</b>	<b>New Grant</b>	<b>Renewal</b>	<b>Annual Fee</b>	<b>Variation</b>	<b>Change of Name</b>	<b>Copy of permit</b>
Licensed Premises Gaming Machine (1 or 2 machines)	N/A	£ 50.00	N/A	N/A	N/A	N/A	£ 15.00
Licensed Premises Gaming Machine (3 or more machines)	£ 100.00	£ 150.00	N/A	£ 50.00	£ 100.00	£ 25.00	£ 15.00
Prize Gaming Permit	N/A	£ 300.00	£ 300.00	N/A	N/A	£ 25.00	£ 15.00
Unlicensed Family Entertainment Centre	N/A	£ 300.00	£ 300.00	N/A	N/A	£ 25.00	£ 15.00
Club Gaming Permit	N/A	£ 200.00	£ 200.00	£ 50.00	£ 100.00	N/A	£ 15.00
Club Gaming Machine Permit	£ 100.00	£ 200.00	£ 200.00	£ 50.00	£ 100.00	N/A	£ 15.00
Club Gaming Machine Permit (Fast-track i.e. CPC Holder)	£ 100.00	£ 100.00	N/A	£ 50.00	£ 100.00	N/A	£ 15.00

Small Society Lottery	N/A	£ 40.00	N/A	£ 20.00	N/A	N/A	£ 15.00
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## Private Hire and Hackney Carriage Licencing - 01553 616200

	CHARGE 2020/21	PROPOSED CHARGE 2021/22
	£	£
<b>COMBINED DRIVER</b>		
New Grant - 1 year	74.00	74.00
Renewal - 1 year	67.00	67.00
New Grant - 3 year	125.00	125.00
Renewal - 3 year	118.00	118.00
<b>HACKNEY CARRIAGE (Saloon)</b>		
New Grant	124.00	124.00
Renewal	109.00	109.00
Temporary (insurance cover)	62.00	62.00
<b>HACKNEY CARRIAGE (Wheelchair)</b>		
New Grant	133.00	133.00
Renewal	115.00	115.00
Temporary (insurance cover)	66.50	66.50
<b>PRIVATE HIRE VEHICLE</b>		
New Grant	118.00	118.00
Renewal	104.00	104.00
Temporary (insurance cover)	59.00	59.00
<b>SPECIAL EVENT VEHICLE</b>		
New Grant	123.00	123.00
Renewal	104.00	104.00
Temporary (insurance cover)	61.50	61.50
<b>PRIVATE HIRE OPERATOR (1 vehicle)</b>		
New Grant - 1 year	97.00	97.00
Renewal - 1 year	87.00	87.00
New Grant - 5 year	180.00	180.00
Renewal - 5 year	175.00	175.00
<b>PRIVATE HIRE OPERATOR (2-10 vehicles)</b>		
New Grant - 1 year	123.00	123.00
Renewal - 1 year	113.00	113.00
New Grant - 5 year	265.00	265.00
Renewal - 5 year	260.00	260.00
<b>PRIVATE HIRE OPERATOR (11-20 vehicles)</b>		
New Grant - 1 year	138.00	138.00
Renewal - 1 year	131.00	131.00
New Grant - 5 year	405.00	405.00
Renewal - 5 year	400.00	400.00
<b>PRIVATE HIRE OPERATOR (20+ vehicles)</b>		
New Grant - 1 year	159.00	159.00
Renewal - 1 year	152.00	152.00
New Grant - 5 year	777.00	777.00
Renewal - 5 year	772.00	772.00
<b>MISCELLANEOUS FEES</b>		
Licence Plate (non refundable)	15.00	15.00
Disclosure and Barring Service Application	55.00	55.00
Replacement Vehicle Licence (lost, damaged, change of name/address etc)	5.50	5.50
Replacement Vehicle Window Licence (lost, damaged etc)	5.00	5.00
Replacement Driver's (paper) Licence (lost, damaged, change etc)	5.50	5.50
Replacement Driver's (card) Licence (lost, damaged, change etc)	5.50	5.50
Replacement Operator's Licence	5.50	5.50
Vehicle Transfer	27.50	27.50
Change of Name/Address	10.50	10.50
Knowledge Test	36.00	36.00
Private Hire Door Sticker	19.00	19.00