

Fees and Charges

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Arts and Entertainment

1

Guildhall - 01553 765565

Posting Tickets

Hirings

Access from 14:00 hrs – clearance by 24:00 hrs

Commercial

Monday - Thursday

Friday - Sunday

Earlier access / rehearsal (per hour)

Base hire charge plus 10% of gross box office takings

Local Arts Organisations

Monday - Thursday

Friday - Sunday

Get in / rehearsal rate / excess hours (per hour)

Base rate plus 5% of gross box office takings

The above hire charges include Box Office facilities, Front of House Staff and 2 technicians and all available in house equipment.

For hire charges relating to events and exhibition spaces please call (01553) 779095

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
Y	1.00	1.00

Y	796.00	876.00
Y	915.00	1007.00

Y	79.00	87.00
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Y	485.00	534.00
Y	526.00	579.00

Y	62.00	68.00
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Tourism

2

Stories of Lynn - 01553 774297

Admissions

Adults

Juniors

Concessions

Family (2 adults and 2 children)

Adult Group

Concession Group

Child Group

Sunday Joint Adult

Sunday Joint Concession

Sunday Joint Child

Adult with Norfolk Museum Pass

Child with Friend of KL Museum Pass

Child with Friend of KL Museum Pass

South Gate/Red Mount Chapel combined ticket - Adult

South Gate/Red Mount Chapel combined ticket - Child

Children must be accompanied by an adult

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
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Y	3.95	3.95
Y	1.95	1.95
Y	2.95	2.95
Y	9.85	9.85
Y	3.55	3.55
Y	2.65	2.65
Y	1.75	1.75
Y	5.95	5.95
Y	3.95	3.95
Y	2.95	2.95
Y	3.20	3.20
Y	1.60	1.60
Y	3.55	3.55
Y	1.75	1.75
-	FREE	FREE
-	FREE	FREE

Hall and Room Hire

3

Town Hall, Kings 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 only - Weekend

Wedding - Ceremony and/or Reception - Monday to Thursday (inc setup, pay bar and kitchen use)

Wedding - Ceremony and/or Reception - Friday (inc setup, pay bar and kitchen use)

Wedding - Ceremony and/or Reception - Saturday and Sunday (inc setup, pay bar and kitchen use)

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

Corkage charge per bottle

Hire of Public Address System

Additional charge after midnight

50% surcharge for bank holiday bookings

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
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Y	80.00	100.00
Y	106.00	130.00
Y	132.00	160.00

Y	488.00	560.00
Y	626.00	735.00
Y	765.00	875.00

Y	1035.00	1600.00
Y	1461.00	2100.00
Y	1877.00	2500.00

Y	80.00	88.00
Y	132.00	145.00

Y	49.00	54.00
Y	93.00	102.00

Y	52.00	60.00
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Y	4.00	4.00
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Y	80.00	80.00
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Y	251.00	276.00
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Community Centres

4

South Lynn Community Centre - 01553 763620

Main Hall

Off Peak per hour

Peak per hour

50% Discount for South & West Lynn Ward Residents when booking the hall for social gatherings only, not profit making or commercial activities. Proof of residency will need to be provided.

Includes VAT	Charge 2023/24	Proposed 24/25 Charge
	£	£

Y	21.80	24.00
Y	29.00	31.90

Community Rooms

Per hour

Y	18.80	20.70
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Fairstead Community Centre - 01553 771477

Main Hall

Off Peak per hour

Peak per hour

50% Discount for Fairstead Ward Residents when booking the hall for social gatherings only, not profit making or commercial activities. Proof of residency will need to be provided.

Y	21.80	24.00
Y	29.00	32.00

Sport and Recreation

5

Grass Sports Pitches

Downham Market - 01366 386868

Hunstanton - 01485 534227

Kings Lynn - 01553 818001

General Lettings Per Match with changing facilities

Junior Pitch per match

Leagues per match

Includes VAT	Charge 2023/24	Proposed 24/25 Charge
	£	£

Y	63.30	69.60
Y	17.30	19.00
Y	42.60	46.90

Teams Based at River Lane or Kings Way

Adult team

Junior team

Y	500.00	550.00
Y	250.00	275.00

SEASONAL AMENITIES - HUNSTANTON

Bowling Green

Per Session - 2 hours approx.

Y	6.20	6.80
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Crazy Golf

Adults - per round

Juniors - per round

Y	3.40	3.70
Y	2.90	3.20

Tennis - Grass Courts Per Person Per Session (2 hours)

Adults

Juniors

Doubles

Y	5.60	6.20
Y	3.10	3.40
Y	4.00	4.40

Pitch and Putt

Adults - per game

Juniors - per game

Y	5.10	5.60
Y	4.10	4.50

Footgolf

Adults - per game

Juniors - per game

Y	5.10	5.60
Y	4.10	4.50

Putting Green

Adults - per round

Juniors - per round

Y	4.00	4.40
Y	3.30	3.60

Recreation Ground

Caravan Rallies - per van per day

Tennis Tournament

Y	7.80	8.60
Y	2760.80	3036.90

Chalets*

*These will be reviewed in 24/25, consultation and option to renew for existing users.

Daily Hire

Weekly Hire

Seasonal Hire

Y	22.20	24.40
Y	100.60	110.70
Y	707.80	778.60

Resort Services

Permit for Launch of Personal Watercraft/Power Boats

Non Member - Per Annum (in advance, conditions apply)

Member * - Per Annum (in advance, conditions apply)

Day Permit (Training certification and insurance must be shown)

* Member of Heacham Boat Owners or Hunstanton Ski Club Only

Y	26.50	29.20
Y	7.30	8.00
Y	13.00	14.30

Seafrost Kiosk Trader - 1st March to 31st October - Max three per kiosk

Triangle Traders - 1st March to 31st October - Max three per kiosk

Y	44.60	49.10
Y	44.60	49.10

Trade Refuse Charges are Quoted NET of VAT

Commercial Waste

Hire Charge & Waste Transfer Note (Annual Fee)

1100 litre
770 litre
660 litre
360 litre
240 litre

Fee Per Emptying

1100 litre
770 litre
660 litre
360 litre
240 litre

Garden Waste Bin for NNDP Properties
240 litre fortnightly emptying 12 months non refundable and non transferable

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
N	125.20	132.60
N	113.70	120.64
N	111.60	118.56
N	83.90	89.84
N	61.90	66.04
N	21.00	21.80
N	17.30	18.00
N	15.80	16.45
N	12.70	13.25
N	11.10	11.55
N	127.80	140.00

Schools Waste

Hire Charge & Waste Transfer Note (Annual Fee)

1100 litre
770 litre
660 litre
360 litre
240 litre

Fee Per Emptying

1100 litre
770 litre
660 litre
360 litre
240 litre

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
N	125.20	132.60
N	113.70	120.64
N	111.60	118.56
N	83.90	89.84
N	61.90	66.04
N	16.50	17.20
N	14.10	14.65
N	12.30	12.75
N	9.70	10.10
N	8.70	9.00

Domestic Property used as Self Catering Accommodation

Hire Charge & Waste Transfer Note (Annual Fee)

1100 litre
770 litre
660 litre
360 litre
240 litre

Fee Per Emptying

1100 litre
770 litre
660 litre
360 litre
240 litre

Ad Hoc empty administration charge per empty (Waste & Recycling)

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
N	125.20	132.60
N	113.70	120.64
N	111.60	118.56
N	83.90	89.84
N	61.90	66.04
N	16.50	17.40
N	14.10	14.90
N	12.30	13.00
N	9.50	10.15
N	9.00	9.75
N	22.00	24.20

Commercial Recycling

Waste Transfer Note (Annual Fee)

1100 litre
660 litre
360 litre
240 litre

Fee Per Emptying

1100 litre
660 litre
360 litre
240 litre

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

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
N	41.10	43.60
N	41.10	43.60
N	41.10	43.60
N	41.10	43.60
N	15.30	16.15
N	11.95	12.70
N	9.95	10.55
N	9.00	9.55
N	41.00	43.60
N	80.00	83.20
N	41.00	43.60
N	45.00	47.70

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 wheele bin - Delivered

Contact telephone number for following services (01553 782060)

Garden Waste - Fortnightly Brown Bin Collection

Collection Hazardous Household Waste

Empty of Parish Litter Bin

Intalled before 1/12/2020
Installed after 1/12/2020
Empty of Parish Dog Waste Bin (per emptying)

Admin Charge for invoicing for Clinical Waste Disposal and Household Hazardous Waste (Per Invoice)

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
Y	37.70	38.90
Y	12.90	13.30
Y	2.35	2.45
Y	45.10	47.80
Y	60.00	64.80
-	FREE	FREE
Y	234.84	241.90
Y	234.84	241.90
Y	2.20	2.35
Y	200.00	200.00

Markets/Hanging Baskets and Allotments - 01553 616200

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Markets

Kings Lynn (Tuesday and Friday) & Hunstanton (Wednesday)

Regular Traders (Per metre frontage)
Casual Traders (Per metre frontage)
Annual agreement - 50% discount (January to March only)

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
N	5.30	5.80
N	7.70	8.50

Kings Lynn (Saturday)

Regular Traders (Per metre frontage)
Casual Traders (Per metre frontage)
Annual agreement - 50% discount (January to March only)

N	4.60	5.10
N	6.70	7.40

Hunstanton (Sunday)

Regular Traders (Per metre frontage)
Casual Traders (Per metre frontage)
Annual agreement - 50% discount (January to March only)

N	9.90	10.90
N	14.80	16.30

Market Parking

All markets - any vehicle for one market (per annum)
All markets - any vehicle for any market (per annum)

Y	21.80	24.00
Y	31.70	34.90

Discount Scheme

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.

HANGING BASKETS (supply, delivery and removal)

Y	66.80	73.50
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ALLOTMENTS - Kings Lynn (Per square metre per annum)

N	0.30	0.32
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Public Conveniences

Radar key for disabled toilets

Y	4.50	5.00
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Careline - 01553 760671

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Rented Units

Within District

Weekly charge
Weekly charge VAT Exemption
Connection Charge (single payment)
Connection Charge (single payment) VAT Exemption

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
Y	3.78	3.78
Exempt	3.15	3.15
Y	41.16	41.16
Exempt	34.30	34.30

Outside District

Weekly charge
Weekly charge VAT Exemption
Connection Charge (Single payment)
Connection Charge (Single payment) VAT Exemption

Y	3.78	3.78
Exempt	3.15	3.15
Y	54.00	54.00
Exempt	45.00	45.00

Purchased Units

Within District

Monitoring and Maintenance Charge
Monitoring and Maintenance Charge VAT Exemption
Connection Charge (single payment)
Connection Charge (single payment) VAT Exemption

Y	1.98	1.98
Exempt	1.65	1.65
Y	41.16	41.16
Exempt	34.30	34.30

Outside District

Monitoring and Maintenance Charge
Monitoring and Maintenance Charge VAT Exemption
Connection Charge (single payment)
Connection Charge (single payment) VAT Exemption

Y	1.98	1.98
Exempt	1.65	1.65
Y	54.00	54.00
Exempt	45.00	45.00

CCTV - 01553 616200

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Access to Data

Access to Information DPA 98 C29 Section 35(2) Request for CCTV Images Form

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
Y	104.00	114.00

REGISTER OF ELECTORS

Statutory Fees

Printed Form

Flat Rate
Plus per 1000 names or part thereof

Data Form

Flat Rate
Plus per 1000 names or part thereof

Includes VAT	Charge 2023/24	Proposed 24/25
	£	£
N	10.00	10.00
N	5.00	5.00
N	20.00	20.00
N	1.50	1.50

Overseas Electors Lists (Statutory Fee)

Printed Form

Flat Rate
Plus per 1000 names or part thereof

Data Form

Flat Rate
Plus per 1000 names or part thereof

N	10.00	10.00
N	5.00	5.00
N	20.00	20.00
N	1.50	1.50

Monthly Additions (Statutory Fee)

Printed Form

Flat Rate
Plus per 1000 names or part thereof

Data Form

Flat Rate
Plus per 1000 names or part thereof

N	10.00	10.00
N	5.00	5.00
N	20.00	20.00
N	1.50	1.50

Printed Form (Marked Copy)

Flat Rate
Plus per 1000 names or part thereof

Data Form (Marked copy)

Flat Rate
Plus per 1000 names or part thereof

N	10.00	10.00
N	2.00	2.00
N	10.00	10.00
N	1.00	1.00

GENERAL ADMINISTRATION

Request for additional letter confirming that an individual is registered on the Electoral Register

Administration Fee
Plus cost per sheet

Y	10.40	0.00
Y	0.10	0.00

Supply of Miscellaneous Information

Administration Fee
Plus cost per sheet

Y	10.40	11.40
Y	0.10	0.10

Returns and Declarations as to Election Expenses (Statutory Fee)

(price for each side of each page)
Inspection of a Request for Election

N	0.20	0.20
N	0.10	0.10

SUPPLY OF MINUTES AND AGENDA

Supply of Development Control or Cabinet Agenda

Per annum
Per agenda
Other Agendas
A4 Photocopies
Supply of Council Minutes (Per annum)

Y	111.80	123.00
Y	10.00	11.00
Y	5.50	6.10
Y	0.10	0.10
Y	78.50	86.40

PLANNING ADMINISTRATIVE FEES

PhotoCopies

A4 Copies
Copies of deposited plans A3
Copies of deposited plans A2 (Black and White)
Copies of deposited plans A2 (Colour)
Copies of deposited plans A1 (Black and White)
Copies of deposited plans A1 (Colour)
Copies of deposited plans A0 (Black and White)
Copies of deposited plans A0 (Colour)

Y	0.10	0.10
Y	0.10	0.10
Y	5.60	6.20
Y	7.90	8.70
Y	7.00	7.70
Y	9.70	10.70
Y	8.00	8.80
Y	10.80	11.90

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

N	44.20	48.60
N	150.00	150.00

Planning Application Fees

Most applications must be accompanied by the correct fee. The government sets these, and they apply across the country. For the most up-to-date scale of fees for planning and other applications please visit www.planningportal.co.uk

Pre-Application Advice Fees

For guidance on Pre-application Advice services and charges please visit https://www.west-norfolk.gov.uk/downloads/download/20/pre-application_guidance_and_fees

Legal and Local Land Charges

Con 29R (VAT to be added)
CON 29D (each question) (VAT to be added)
Parcel fee (each)
Assisted Personal Search
Additional own enquiries (each)
LLC1 (submitted by post/DX)
LLC1 (submitted by NLS)
Planning History Search - back to 1994
Planning History Search - back to 1948

Y	43.30	47.60
Y	13.90	15.30
N	12.90	14.20
N	23.00	25.30
N	16.10	17.70
N	23.00	25.30
N	23.00	25.30
N	23.00	25.30
N	51.70	56.90

Street Naming and Numbering Fees

New Addresses - Numbering/naming of new properties(Including Industrial Units)

1 Plot
2 - 19 Plots (Price Per Plot)
20 - 39 Plots (Price Per Plot)
40 - 59 Plots (Price Per Plot)
60+ Plots (Price Per Plot)

N	-	70.00
N	-	35.00
N	-	30.00
N	-	25.00
N	-	20.00

Existing Addresses - Development re-number due to change in plot numbers or plot positions including notification

1 Plot
2 - 19 Plots (Price Per Plot)
20 - 39 Plots (Price Per Plot)
40 - 59 Plots (Price Per Plot)
60+ Plots (Price Per Plot)

N	-	70.00
N	-	35.00
N	-	30.00
N	-	25.00
N	-	20.00

Individual re number / individual house name or re-name including notification

N	-	70.00
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Rename of Street where requested by residents including notification (Excluding Street Nameplate)

N	-	500.00
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Other Fees

Installation of new street nameplates (Per Nameplate)

Y	-	200.00
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Confirmation of address to solicitors / conveyance's / owner or occupier (Per Notification)

N	-	70.00
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Car Parks and PSV Parking

Hunstanton

Charges apply Monday to Sunday, Plus Bank Holidays except Christmas day

CENTRAL CAR PARK

Inclusive between 8am and 5pm
 Pay and Display Up to 1 Hour
 Pay and Display Up to 2 hours
 Pay and Display Up to 3 hours
 Pay and Display Up to 5 hours
 Seniors – Hunstanton Resident (Annual)
 Inclusive between 5pm and 9am

Includes VAT	Charge 2023/24	Proposed 24/25
	£	£
Y	2.00	2.30
Y	3.10	3.50
Y	3.80	4.30
Y	5.10	5.70
Y	40.80	44.90
Y	2.00	2.00

VALENTINE ROAD CAR PARK

Pay and Display Up to 30 minutes
 Pay and Display Up to 1 Hour
 All day before 10.00am
 All day after 10.00am
 Inclusive between 5pm and 9am

Y	1.20	1.40
Y	2.00	2.30
Y	1.20	1.40
Y	3.00	3.40
Y	2.00	2.00

NORTH PROMENADE

1st November to 28th February including Bank Holidays except Christmas Day
 Inclusive between 8am and 5pm
 Pay and Display Up to 3 hours
 Pay and Display Up to 4 hours
 24 Hours
 Inclusive between 5pm and 9am

Y	5.00	5.60
Y	7.00	7.80
Y	8.00	8.90
Y	2.00	2.00

1st March to 31st October including Bank Holidays
 Inclusive between 8am and 5pm
 Pay and Display Up to 3 hours
 Pay and Display Up to 4 hours
 24 Hours
 Inclusive between 5pm and 9am

Y	5.00	5.60
Y	7.00	7.80
Y	9.00	10.00
Y	2.00	2.00

Coach Parking

1st November to 28th February including Bank Holidays except Christmas Day
 Up to 2 hours
 Over 2 hours until 18:00

Y	6.00	6.70
Y	8.00	8.90

1st March to 31st October including Bank Holidays
 Up to 2 hours
 All day

Y	6.00	6.70
Y	9.00	10.00

The Green, Hunstanton - Motorcycles

Y	1.00	1.00
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PAY AND DISPLAY HUNSTANTON (Excluding Central, Valentine Road and North Promenade Car Parks) 1st November to 28th February including Bank Holidays except Christmas Day
 Inclusive between 8am and 5pm
 Up to 1 hour
 Up to 2 hours
 Up to 3 hours
 All day - (valid until 8am the following day)
 Inclusive between 5pm and 9am

Y	2.20	2.50
Y	4.20	4.70
Y	6.00	6.70
Y	8.00	8.90
Y	2.00	2.00

PAY AND DISPLAY HUNSTANTON (Excluding Central, Valentine Road and North Promenade Car Parks) 1st March to 31st October including Bank Holidays
 Inclusive between 8am and 5pm
 Up to 1 hour
 Up to 2 hours
 Up to 3 hours
 All day - (valid until 8am the following day)
 Inclusive between 5pm and 9am

Y	2.20	2.50
Y	4.20	4.70
Y	6.00	6.70
Y	9.00	10.00
Y	2.00	2.00

Season Tickets

Six months (unreserved)
 Twelve months (unreserved)
 Reserved Twelve months

Y	155.00	170.50
Y	220.00	242.00
Y	364.00	400.40

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
 Up to 2 hours
 Up to 3 hours
 Daily - all day
 Inclusive between 5pm and 9am

Y	2.00	2.30
Y	4.00	4.50
Y	5.00	5.60
Y	6.00	6.70
Y	2.00	2.00

Charges apply from 1st July to 31st August including Bank Holidays, Inclusive between 8am and 5pm
 Up to 1 hour
 Up to 2 hours
 Up to 3 hours
 Daily - all day
 Inclusive between 6pm and 8am

Y	2.00	2.30
Y	4.00	4.50
Y	5.00	5.60
Y	7.00	7.80
Y	2.00	2.00

Season ticket - Seniors - Valid March to November
 Season ticket - resident - Valid March to November
 Season ticket - non resident - Valid March to November
 Season ticket - Beach Hut Resident - Valid March to November

Y	39.20	43.20
Y	52.80	58.10
Y	104.00	114.40
Y	44.80	49.30

BURNHAM MARKET CAR PARK

Inclusive between 8am and 6pm
 Pay and Display Up to 1 Hour
 Pay and Display Up to 2 hours
 Pay and Display Up to 5 hours
 Up to 24 Hours

Y	1.50	1.80
Y	2.50	2.90
Y	4.00	4.50
Y	6.00	6.70

Season Ticket - Monthly
 Season Ticket - Annual

Y	31.00	34.10
Y	308.00	338.80

Car Parks and PSV Parking

KING'S LYNN

Charges apply 24 hours a day, Monday to Sunday, plus Bank Holidays except Christmas Day

Short Term

Inclusive between 8am and 5pm

Up to half hour (Saturday and Tuesday Market Place and St James , outside multi-storey)

Up to 1 hour

Up to 2 hours

Up to 3 hours

Up to 5 hours

Inclusive between 5pm and 9 am

Up to half hour (Saturday and Tuesday Market Place and St James , outside multi-storey)

Long Term

All Day before 10am

All Day after 10am

Boal Quay all day

Inclusive between 5pm and 9am

Season Tickets

Monthly - Long Term

Annual - Long Term

Annual - Short Term

MULTI-STOREY ST JAMES

Inclusive between 8am and 5pm

Up to 1 hour

Up to 2 hours

Up to 3 hours

Up to 4 hours

Up to 5 hours

Up to 6 hours

Up to 7 hours

Up to 8 hours

Up to 9 hours

Up to 10 hours

Up to 11 hours

Season Ticket

Inclusive between 5pm and 9am

Over 1hrs until 9am

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

Penalty Charge Notices

Payment within 14 days

Payment after 14 days

Other Charges

Public Service Vehicle (Bus Station Pay and Display)

Contract Parking Bay (per annum)

Includes VAT	Charge 2023/24	Proposed 24/25
	£	Charge £

Y	1.20	1.40
Y	2.00	2.30
Y	3.10	3.50
Y	3.80	4.30
Y	5.10	5.70

Y	1.20	1.40
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Y	3.00	3.40
Y	3.80	4.30
Y	2.90	3.30
Y	2.00	2.00

Y	44.00	48.40
Y	440.00	484.00
Y	880.00	968.00

Y	2.00	2.30
Y	3.10	3.50
Y	3.80	4.30
Y	4.30	4.90
Y	5.10	5.70
Y	6.30	7.10
Y	7.50	8.40
Y	8.80	9.80
Y	10.10	11.20
Y	11.30	12.60
Y	12.10	14.00
Y	880.00	968.00

Y	2.00	2.00
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Y	832.00	968.00
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Y	25.00 to 35.00	25.00 to 35.00
Y	50.00 to 70.00	50.00 to 70.00

Y	2.10	2.30
Y	832.00	915.00

Cemeteries - 01553 630533

Kings Lynn and Hunstanton

- Interment 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

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
N	995.00	1095.00
N	118.00	130.00
N	1740.00	1095.00
Y	POA	POA
Y	POA	POA
Y	POA	POA

Walpole St Andrew, Marshland Smeeth

- Interment 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

N	677.00	745.00
N	96.00	106.00
N	1445.00	745.00
Y	POA	POA
Y	POA	POA
Y	POA	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'

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

N	212.00	233.00
N	678.00	746.00
N	972.00	1069.00
N	131.00	144.00

Y	302.00	332.00
Y	619.00	681.00
Y	1209.00	1330.00
Y	131.00	144.00
Y	235.00	259.00
Y	708.00	775.00
Y	149.00	164.00
Y	207.00	228.00
N	62.00	68.00

Deposit for Disabled Vehicle Access to Gayton Road Cemetery

Y	25.00	25.00
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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%. (POA - Price On Application)

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)
- Attended Direct Cremation
- Cremation of body parts

N	933.00	980.00
N	1323.00	1390.00
N	1689.00	1774.00
N	500.00	299.00
N	689.00	689.00
N	115.00	127.00

Miscellaneous Charges

- Use of chapel for memorial service
- Provide Music for Memorial Service
- Provide Funeral Music
- Provision of Crematorium Bearer (Subject to Availability)

Y	176.00	194.00
Y	32.00	35.00
Y	32.00	35.00
Y	27.00	30.00

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

N	15.00	15.00
N	80.00	88.00
N	170.00	187.00
Y	242.00	266.00
N	74.00	81.00
Y	48.00	53.00

Environmental surcharge on adult cremation

N	0.00	0.00
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SHIP SANITATION CERTIFICATE

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
 Vessels with 50 - 1000 persons Set nationally
 Vessels with over 1000 persons Set nationally
 Extensions Set nationally

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
N	125.00	125.00
N	170.00	170.00
N	250.00	250.00
N	325.00	325.00
N	415.00	415.00
N	480.00	480.00
N	480.00	480.00
N	820.00	820.00
N	95.00	95.00

STRAY DOG RECOVERY

Recovery Charge (including Statutory Charge)
 Kennelling Fee - per day or part thereof

N	81.80	90.00
N	9.80	10.80

EXPORT CERTIFICATE - Shellfish / Canned Food / Colouring Matter

More than 5 days notice
 5 to 2 days notice
 Less than 2 days notice
 Where sampling required - officer costs per hour plus (full sampling costs inc lab and expert samplers)

PLUS Officer time - Charge for the first hour per hour thereafter minimum 15 minutes (between 06:00 - 17:00, Mon to Fri)

Y	66.50	76.00
Y	99.75	114.00
Y	133.00	152.00
Y	-	76.00
Y	58.50	76.00

New Fees-Assertions for premises or boats

More than 5 days notice
 5 to 2 days notice
 Less than 2 days notice

Y	-	76.00
Y	-	114.00
Y	-	152.00

New Fees -Export Health Certificate- High Risk Food Not of Animal Origin

More than 5 days notice
 5 to 2 days notice
 Less than 2 days notice
 where sampling/analysis required officer costs ph plus (full sampling costs inc lab and expert samplers)

PLUS Officer time on site - Charge for inspection for the first hour per hour thereafter minimum 15 minutes (between 09:00 - 18:00, Mon to Fri)

Y	-	76.00
Y	-	114.00
Y	-	152.00
Y	-	76.00

New Fees- Inland Import Control of Imported Foods

Regulation 2017/625 Article 79 for first hour
 Per hour thereafter minimum 15 minutes
 In addition -any cost incurred for any sampling/analysis or (other services charged to the authority) in order to undertake the official controls
 Regulation 2017/625 Article 80 fees for official controls not covered by Article 79 for first hour
 Per hour thereafter minimum 15 minutes
 In addition -any cost incurred for any sampling/analysis or (other services charged to the authority) in order to undertake the official controls
 TARP 2011- Unchecked consignment (S.19 &20) Officer time - per hour
 Per hour thereafter minimum 15 minutes

N	-	76.00
N	-	36.20
N	-	76.00
N	-	36.20
N	-	76.00
N	-	36.20

In addition -any cost incurred for any sampling/analysis, removal, destruction or (other services charged to the authority) in order to undertake the official controls

FOOD

Issue of surrender 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)
 Food Re-Rating Fee

N	66.50	76.00
N	58.50	36.20
N	-	-
Y	10.50	11.60
N	225.00	248.00

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)

Y	55.00	61.00
Y	55.00	61.00

SAMPLING (these charges have VAT included)

Food Sample - for the first hour (PLUS lab analysis costs and temp controlled courier)
 Per hour thereafter minimum 15 minutes
 Swimming Pool Waters - for the first hour (PLUS lab analysis costs and temp controlled courier)
 Thereafter minimum 15 minutes
 Environmental sampling - for the first hour
 Per hour thereafter minimum 15 minutes
 Cryptosporidium - for the first hour (PLUS lab analysis costs and controlled courier)
 Per hour thereafter minimum 15 minutes
 Legionella - for the first hour (PLUS lab analysis costs and controlled courier)
 Per hour thereafter minimum 15 minutes

Y	60.50	76.00
Y	58.50	36.20
Y	60.50	76.00
Y	58.50	36.20
Y	60.50	36.20
Y	58.50	76.00
Y	60.50	36.20
Y	58.50	76.00
Y	60.50	36.20
Y	58.50	76.00

Private Water Sampling

Risk Assessment
 Single Private Dwelling - Minimum charge for the first hour
 Single Private Dwelling - per hour thereafter minimum 15 minutes
 Small Supplies - Minimum charge for taking the sample for the first hour
 Small Supplies - per hour thereafter minimum 15 minutes
 Large / Commercial Supplies - Minimum charge for taking the sample for the first hour
 Large / Commercial Supplies - per hour thereafter minimum 15 minutes

N	60.50	76.00
N	58.50	36.20
N	60.50	76.00
N	58.50	36.20
N	60.50	76.00
N	58.50	36.20

Sampling

Small Supply / Single Dwelling (per visit PLUS analysis costs) (Reg 10)
 Large / Commercial Supplies (per visit PLUS analysis costs) (Reg 8 & 9)
 Per hour thereafter minimum 15 minutes
 New fee- fee for no access visit or late cancellation of booked sampling visit (less than <24h notice)

N	60.50	76.00
N	60.50	76.00
N	58.50	36.20
N	-	25.00

Investigation

Where visit required for the first hour (PLUS lab analysis costs and temp controlled courier)
 Per hour thereafter minimum 15 minutes including any office based investigation

N	100.00	76.00
N	-	36.20

Authorisation

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

N	100.00	110.00
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Miscellaneous Sampling

Miscellaneous Sample and Analysis
 For the first hour (PLUS lab analysis costs and temp controlled courier)
 Per hour thereafter minimum 15 minutes

Y	60.50	76.00
Y	58.50	36.20

Environmental Search

Commercial Environmental Enquiry Fee (per hour)

Y	32.00	36.20
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Private Hire and Hackney Carriage Licencing - 01553 616200

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COMBINED DRIVER

New Grant - 1 year
Renewal - 1 year
New Grant - 3 year
Renewal - 3 year

HACKNEY CARRIAGE (Saloon)

New Grant
Renewal

Temporary (insurance cover)

HACKNEY CARRIAGE (Wheelchair)

New Grant

Renewal

Temporary (insurance cover)

PRIVATE HIRE VEHICLE

New Grant

Renewal

Temporary (insurance cover)

SPECIAL EVENT VEHICLE

New Grant

Renewal

Temporary (insurance cover)

PRIVATE HIRE OPERATOR (1 vehicle)

New Grant - 1 year

Renewal - 1 year

New Grant - 5 year

Renewal - 5 year

PRIVATE HIRE OPERATOR (2-10 vehicles)

New Grant - 1 year

Renewal - 1 year

New Grant - 5 year

Renewal - 5 year

PRIVATE HIRE OPERATOR (11-20 vehicles)

New Grant - 1 year

Renewal - 1 year

New Grant - 5 year

Renewal - 5 year

PRIVATE HIRE OPERATOR (20+ vehicles)

New Grant - 1 year

Renewal - 1 year

New Grant - 5 year

Renewal - 5 year

MISCELLANEOUS FEES

Licence Plate (non refundable)

Disclosure and Barring Service Application

Replacement Vehicle Licence (lost, damaged, change of name/address etc)

Replacement Vehicle Window Licence (lost, damaged etc)

Replacement Driver's (paper) Licence (lost, damaged, change etc)

Replacement Driver's (card) Licence (lost, damaged, change etc)

Replacement Operator's Licence

Vehicle Transfer

Change of Name/Address

Knowledge Test

Private Hire Door Sticker

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
N	74.00	74.00
N	67.00	67.00
N	125.00	125.00
N	118.00	118.00
N	124.00	124.00
N	109.00	109.00
N	62.00	62.00
N	133.00	133.00
N	115.00	115.00
N	66.50	66.50
N	118.00	118.00
N	104.00	104.00
N	59.00	59.00
N	123.00	123.00
N	104.00	104.00
N	61.50	61.50
N	97.00	97.00
N	87.00	87.00
N	180.00	180.00
N	175.00	175.00
N	123.00	123.00
N	113.00	113.00
N	265.00	265.00
N	260.00	260.00
N	138.00	138.00
N	131.00	131.00
N	405.00	405.00
N	400.00	400.00
N	159.00	159.00
N	152.00	152.00
N	777.00	777.00
N	772.00	772.00
N	15.00	15.00
N	55.00	55.00
N	5.50	5.50
N	5.00	5.00
N	5.50	5.50
N	5.50	5.50
N	5.50	5.50
N	27.50	27.50
N	10.50	10.50
N	36.00	36.00
N	19.00	19.00

Licensing - 01553 616200

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STREET TRADING – KING'S LYNN

Daily Consent Fee

Pavement Licence

Renewal

SCRAP METAL

Scrap Metal Collectors (3 year licence)

Scrap Metal Site (3 year licence)

SEX ESTABLISHMENTS

Sex Establishments (Grant) £1,247.00 refunded if no hearing required

Sex Establishments (Renewal) £1,247.00 refunded if no hearing required

Sex Establishments (Transfer) £1,247.00 refunded if no hearing required

Sex Establishments (Variation) £1,247.00 refunded if no hearing required

Copy of Sex Establishment licence £1,247.00 refunded if no hearing required

MISCELLANEOUS LICENCE FEES

Premises Fee to carry out the practice of skin piercing including 1 practitioner

New fee - cost per additional practitioner at same time as premises fee

Practitioner Fee to carry out the practice of skin piercing for existing premises

Replacement Certificate

Additional copy of the byelaws

Zoo Licence (6 Year Licence)

Dangerous Wild Animal fees (2 Year Licence)

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
N	13.15	14.00
N	395	75.00
N	133.3	75.00
N	172.00	190.00
N	245.00	270.00
N	1694.50	1694.50
N	1648.50	1648.50
N	1306.00	1306.00
N	1349.00	1349.00
N	10.60	10.60
N	76.80	140.46
N	-	48.77
N	32.70	86.54
N	10.00	11.00
N	10.00	11.00
N	-	741.00
N	-	276.00

Housing Standards - 01553 616200

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Immigration Housing Inspections

ECO Flexible Eligibility Declaration

Housing Act 2004 Notice Charges

Includes VAT	Charge 2023/24 £	Proposed 24/25 Charge £
N	100.00	110.00
N	Free	Free
Calculated based upon officer time, administration and costs incurred		

ANIMAL WELFARE LICENSING

Licensable Activity	Application Fee		Inspection re-rating & variation fee	Compliance/Enforcement fee (includes)			Copy of Licence
	New	Renewal		1 yr	2 yr	3 yr	
Boarding - Cats, Dogs, Home & Day Care	£157.00	£142.00	£150.00	£179.00	£256.00	£333.00	£10.50
Boarding as additional activity	£40.00	£40.00	£40.00	£50.00	£60.00	£70.00	
Selling animals as pets	£172.00	£157.00	£160.00	£186.00	£265.00	£344.00	£10.50
Pets as additional activity	£40.00	£40.00	£40.00	£54.00	£68.00	£82.00	
Horse Riding	£180.00	£162.00	£160.00	£207.00	£295.00	£383.00	£10.50
Riding as additional activity	£50.00	£50.00	£50.00	£78.00	£106.00	£134.00	
Dog Breeding	£175.00	£147.00	£160.00	£194.00	£284.00	£374.00	£10.50
Breeding as additional activity	£50.00	£50.00	£50.00	£74.00	£98.00	£122.00	
Exhibition of animals	£365.00	£340.00	£165.00	N/A (3 yr licence-costs included in application)			£10.50

Where an animal welfare premises conducts more than one licensable activity on the same licence, only one initial application fee will be payable. This will consist of the highest activity application fee combined with the additional activity fee. For example, a premises that breeds dogs and boards dogs will pay £215.00 (£175.00 + £40.00) upon initial application, plus the additional compliance fees depending on which star rating has been achieved after the first inspection. The application fee will be £215.00 and the compliance and enforcement fee for a 1 year licence will be £244.00 (£194.00 + £50.00), a 2 year licence £344.00 (£284.00 + £60.00) or a 3 year licence £444.00 (£374.00 + £70.00). Where the 2018 regulations require inspection of a premises by a veterinarian, the full cost of that inspection is payable by the premises licence holder/applicant in addition to the figures in the table above. If an existing premises licence holder requests a re-inspection or variation to their licence the inspection re-rating & variation fee will apply before such an inspection is carried out

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

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

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	100.00	190.00	315.00	450.00	635.00

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	900.00	1905.00

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	1000.00	500.00
10,000 to 14,999	2000.00	1000.00
15,000 to 19,999	4000.00	2000.00
20,000 to 29,999	8000.00	4000.00
30,000 to 39,999	16000.00	8000.00
40,000 to 49,999	24000.00	12000.00
50,000 to 59,999	32000.00	16000.00
60,000 to 69,999	40000.00	20000.00
70,000 to 79,999	48000.00	24000.00
80,000 to 89,999	56000.00	28000.00
90,000 and over	64000.00	32000.00

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		70.00	180.00	295.00	320.00	350.00

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	640.00	1050.00

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:

Premises Licences	New Grant	Annual Fee	Variation	Transfer	Re-Instatement
Bingo	2625.00	750.00	1312.00	900.00	900.00
Adult Gaming Centre (AGC)	1500.00	750.00	750.00	900.00	900.00
Betting (track)	1875.00	750.00	937.00	712.00	712.00
Betting (other than track)	2250.00	450.00	1125.00	900.00	900.00
Family Entertainment Centre	1500.00	562.00	750.00	712.00	712.00

(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:

Permits/Registration	New Grant (Existing Operator)	New Grant	Renewal	Annual Fee	Variation
Licensed Premises Gaming Machine (1 or 2 machines)	N/A	50.00	N/A	N/A	N/A
Licensed Premises Gaming Machine (3 or more machines)	100.00	150.00	N/A	50.00	100.00
Prize Gaming Permit	N/A	300.00	300.00	N/A	N/A
Unlicensed Family Entertainment Centre	N/A	300.00	300.00	N/A	N/A
Club Gaming Permit	N/A	200.00	200.00	50.00	100.00
Club Gaming Machine Permit	100.00	200.00	200.00	50.00	100.00
Club Gaming Machine Permit (Fast-track i.e. CPC Holder)	100.00	100.00	N/A	50.00	100.00
Small Society Lottery	N/A	40.00	N/A	20.00	N/A

HMO Licence - New Application

	Total Fee	Part one Fee	Part Two Fee
3 Bedroom	768.00	380.00	388.00
4 Bedroom	815.00	399.00	416.00
5 Bedroom	861.00	418.00	443.00
6 Bedroom	953.00	455.00	498.00
7 Bedroom	999.00	474.00	525.00
8 Bedroom	1046.00	493.00	553.00
9 Bedroom	1092.00	512.00	580.00
10 Bedroom	1138.00	531.00	607.00
11 Bedroom	1230.00	568.00	662.00
12 Bedroom	1277.00	587.00	690.00
13 Bedroom	1323.00	606.00	717.00
14 Bedroom	1369.00	625.00	744.00
15 Bedroom	1415.00	643.00	772.00

HMO Licence - Renewal Application

	Total Fee	Part one Fee	Part Two Fee
3 Bedroom	649.00	299.00	350.00
4 Bedroom	684.00	312.00	372.00
5 Bedroom	719.00	325.00	394.00
6 Bedroom	788.00	351.00	437.00
7 Bedroom	823.00	364.00	459.00
8 Bedroom	858.00	376.00	481.00
9 Bedroom	892.00	389.00	503.00
10 Bedroom	927.00	402.00	525.00
11 Bedroom	996.00	428.00	568.00
12 Bedroom	1031.00	441.00	590.00
13 Bedroom	1066.00	454.00	612.00
14 Bedroom	1101.00	467.00	633.00
15 Bedroom	1135.00	480.00	655.00

Relevant Protected Site Fees

Units	Band A 1-5	Band B 6-24	Band C 25-60	
Annual Fee	0* - 205.00	246	295	350
New Site Licence Application	0** - 336.00	438.00	538.00	674.00
	Stage 1 279.00	Stage 1 358.00	Stage 1 438.00	Stage 1 544.00
	Stage 2 57.00	Stage 2 80.00	Stage 2 100.00	Stage 2 130.00
Transfer of site licence	146	186	218	252
Amendment of site licence	195	227	250	274
Registering of site rules	28	28	28	28
Fit & Proper Person Assessment ***	230	230	230	230

* Excludes sites not operated for financial gain as it is not intended to undertake annual inspections of these site (often family owned and occupied sites)

** No new site licence application fees where site is not operated for financial gain (often family owned and occupied sites)

*** A fee reduction is offered at a rate of £55 where an applicant makes multiple applications and there are no material changes in respect of the relevant person of the validity of the original criminal records certificate