

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|---|--------------------------------------|---|-------------------------------------|-------------------|---|
| ALLOTMENTS | | | | No VAT | Cabinet |
| Rent (per annum) per square metre Note: 20% concession for Junior/60+/Unemployed | 0.54 | 0.56 | 0.02 | | |
| BULKY RECYCLING | | | | No VAT | Cabinet |
| 1-3 Items non reusable/waste items | 50.00 | 52.00 | 2.00 | | |
| 4-6 Items non reusable/waste items | 80.00 | 84.00 | 4.00 | | |
| 7-9 Items non reusable/waste items | 100.00 | 105.00 | 5.00 | | |
| BUS DEPARTURE CHARGES | | | | Plus VAT | Cabinet |
| Fee per departure | 0.35 | 0.37 | 0.02 | | |
| CAR PARKS | | | | | |
| Charges for Infringements | | | | No VAT | |
| Civil parking enforcement - higher charge | 70.00 | 70.00 | 0.00 | | |
| Civil parking enforcement - lower charge | 50.00 | 50.00 | 0.00 | | |
| Discount for block purchase of permits | | | | | |
| Discount for purchase of 20 or more permits | 20% | 20% | 0% | | |
| Construction permit (max of 1 week permit) | | | | VAT Incl. | |
| Initial day rate | 16.00 | 17.00 | 1.00 | | |
| Additional days | 7.00 | 7.50 | 0.50 | | |
| Bankside | | | | VAT Incl. | Cabinet |
| Season ticket - per quarter | 165.00 | 172.00 | 7.00 | | |
| Each additional permit for the same numbered bay - per quarter | 26.00 | 27.00 | 1.00 | | |
| Overnight quarterly permit - 6pm to 7am | 62.00 | 65.00 | 3.00 | | |

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| Blackfriars (Zone C) | | | | VAT Incl. | Cabinet |
| Up to 1 hour | 1.10 | 1.20 | 0.10 | | |
| Up to 2 hours | 1.60 | 1.70 | 0.10 | | |
| Up to 3 hours | 2.10 | 2.20 | 0.10 | | |
| Up to 4 hours | 2.60 | 2.70 | 0.10 | | |
| Up to 6 hours | 3.20 | 3.40 | 0.20 | | |
| 6 hours to 24 hours | 3.70 | 3.80 | 0.10 | | |
| Season ticket - per quarter | 165.00 | 172.00 | 7.00 | | |
| Evening charge - 1pm to 8am | 1.00 | 1.00 | 0.00 | | |
| Overnight quarterly permit - 8pm to 8am | 65.00 | 68.00 | 3.00 | | |
| Bank Holiday | 1.00 | 1.10 | 0.10 | | |
| Event Parking | 1.00 | 1.10 | 0.10 | | |
| Castle Car Park | | | | VAT Incl. | Cabinet |
| Up to 1 hour | N/A | 1.20 | 1.20 | | New |
| Up to 2 hours | N/A | 2.30 | 2.30 | | New |
| Up to 3 hours | N/A | 3.50 | 3.50 | | New |
| Up to 4 hours | N/A | 4.70 | 4.70 | | New |
| Up to 24 hours | N/A | 6.60 | 6.60 | | New |
| Season ticket - per quarter | N/A | 172.00 | 172.00 | | New |
| Monthly ticket | N/A | 65.00 | 65.00 | | New |
| Overnight quarterly permit - 8pm to 8am | N/A | 66.00 | 66.00 | | New |
| Bank Holiday & Event Parking | N/A | 1.20 | 1.20 | | New |
| Evening charge (8pm to 8am the following morning) | N/A | 1.50 | 1.50 | | New |
| Cherry Orchard (Zone B) | | | | VAT Incl. | Cabinet |
| Up to 1 hour | 1.10 | 1.20 | 0.10 | | |
| Up to 2 hours | 2.00 | 2.10 | 0.10 | | |
| Up to 3 hours | 3.00 | 3.20 | 0.20 | | |
| Up to 4 hours | 4.20 | 4.40 | 0.20 | | |
| 4 hours to 24 hours | 5.50 | 5.80 | 0.30 | | |
| Season ticket - per quarter | 165.00 | 172.00 | 7.00 | | |
| Evening charge - 1pm to 8am | 1.00 | 1.00 | 0.00 | | |
| Overnight quarterly permit - 8pm to 8am | 65.00 | 68.00 | 3.00 | | |
| Bank Holiday | 1.00 | 1.10 | 0.10 | | |
| Event Parking | 1.00 | 1.10 | 0.10 | | |

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| Corporation Street (Zone A) | | | | VAT Incl. | Cabinet |
| Up to 1/2 hour | 0.90 | 1.00 | 0.10 | | |
| Up to 1 hour | 1.60 | 1.70 | 0.10 | | |
| Evening charge - 1pm to 8am | 1.00 | 1.00 | 0.00 | | |
| Overnight quarterly permit - 8pm to 8am | 65.00 | 68.00 | 3.00 | | |
| Bank Holiday | 1.50 | 1.60 | 0.10 | | |
| Event Parking | 1.50 | 1.60 | 0.10 | | |
| Fogg Street East (Zone A) | | | | VAT Incl. | Cabinet |
| Season ticket - per quarter | 165.00 | 172.00 | 7.00 | | |
| Each additional permit for the same numbered bay - per quarter | 26.00 | 27.00 | 1.00 | | |
| Overnight quarterly permit - 6pm to 7am | 65.00 | 68.00 | 3.00 | | |
| Goose Street (Zone B) | | | | VAT Incl. | Cabinet |
| Up to 1 hour | 1.10 | 1.20 | 0.10 | | |
| Up to 2 hours | 2.00 | 2.10 | 0.10 | | |
| Up to 3 hours | 3.00 | 3.20 | 0.20 | | |
| Up to 4 hours | 4.20 | 4.40 | 0.20 | | |
| 4 hours to 24 hours | 5.50 | 5.80 | 0.30 | | |
| Season ticket - per quarter | 165.00 | 172.00 | 7.00 | | |
| Evening charge - 1pm to 8am | 1.00 | 1.00 | 0.00 | | |
| Overnight quarterly permit - 8pm to 8am | 65.00 | 68.00 | 3.00 | | |
| Bank Holiday | 1.00 | 1.10 | 0.10 | | |
| Event Parking | 1.00 | 1.10 | 0.10 | | |
| Hassell Street (Zone B) (Bandings Subject to Review) | | | | VAT Incl. | Cabinet |
| Up to 1 hour | 1.10 | 1.20 | 0.10 | | |
| Up to 2 hours | 2.00 | 2.10 | 0.10 | | |
| Up to 3 hours | 3.00 | 3.20 | 0.20 | | |
| Up to 4 hours | 4.20 | 4.40 | 0.20 | | |
| 4 hours to 24 hours | 5.50 | 5.80 | 0.30 | | |
| Season ticket - per quarter | 165.00 | 172.00 | 7.00 | | |
| Resident permit - per quarter | 65.00 | 68.00 | 3.00 | | |
| Evening charge - 1pm to 8am | 1.00 | 1.00 | 0.00 | | |
| Overnight quarterly permit - 8pm to 8am | 65.00 | 68.00 | 3.00 | | |
| Bank Holiday | 1.00 | 1.10 | 0.10 | | |
| Event Parking | 1.00 | 1.10 | 0.10 | | |

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| High Street - New 20 minute stay | N/A | Free | Free | | New |
| High Street (Rear of) Season ticket - per quarter | 165.00 | 172.00 | 7.00 | VAT Incl. | Cabinet |
| Each additional permit for the same numbered bay - per quarter | 26.00 | 27.00 | 1.00 | | |
| Overnight quarterly permit - 6pm to 7am | 65.00 | 68.00 | 3.00 | | |
| King Street (Zone C) Up to 1 hour | 1.10 | 1.20 | 0.10 | VAT Incl. | Cabinet |
| Up to 2 hours | 1.60 | 1.70 | 0.10 | | |
| Up to 3 hours | 2.10 | 2.20 | 0.10 | | |
| Up to 4 hours | 2.60 | 2.70 | 0.10 | | |
| Up to 6 hours | 3.20 | 3.40 | 0.20 | | |
| 6 hours to 24 hours | 3.70 | 3.90 | 0.20 | | |
| Season Ticket - per quarter | 165.00 | 172.00 | 7.00 | | |
| Evening charge - 1pm to 8am | 1.00 | 1.00 | 0.00 | | |
| Overnight quarterly permit - 8pm to 8am | 65.00 | 68.00 | 3.00 | | |
| Bank Holiday | 1.00 | 1.10 | 0.10 | | |
| Event Parking | 1.00 | 1.10 | 0.10 | | |
| Lyme Valley / Buckmaster Ave Up to 3 hours | Free | Free | 0.00 | VAT Incl. | Cabinet |
| Up to 4 hours | 4.50 | 4.70 | 0.20 | | |
| 4 - 24 hours | 6.30 | 6.60 | 0.30 | | |
| Season Ticket - per quarter | 165.00 | 172.00 | 7.00 | | |
| Lyme Valley / Lyme Valley Rd Up to 2 hours | Free | Free | 0.00 | | |
| Up to 3 hours | 3.40 | 3.60 | 0.20 | | |
| Up to 4 hours | 4.50 | 4.70 | 0.20 | | |
| 4 - 24 hours | 6.30 | 6.60 | 0.30 | | |
| Season Ticket - per quarter | 165.00 | 172.00 | 7.00 | VAT Incl. | Cabinet |

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| School Street/ Barracks Road (Zone B) | | | | | |
| Up to 1 hour | 1.10 | 1.20 | 0.10 | | |
| Up to 2 hours | 2.00 | 2.10 | 0.10 | | |
| Up to 3 hours | 3.00 | 3.20 | 0.20 | | |
| Season ticket - per quarter | 165.00 | 172.00 | 7.00 | | |
| Evening charge - 1pm to 8am | 1.00 | 1.00 | 0.00 | VAT Incl. | Cabinet |
| Overnight charge 8pm to 8am | N/A | 1.00 | 1.00 | | |
| Overnight quarterly permit - 8pm to 8am | 65.00 | 68.00 | 3.00 | | |
| Bank Holiday | 1.00 | 1.10 | 0.10 | | |
| Event Parking | 1.00 | 1.10 | 0.10 | | |
| Silverdale Road (Zone C) | | | | | |
| Up to 1 hour | 1.10 | 1.20 | 0.10 | | |
| Up to 2 hours | 1.60 | 1.70 | 0.10 | | |
| Up to 3 hours | 2.10 | 2.20 | 0.10 | | |
| Up to 6 hours | 3.20 | 3.40 | 0.20 | | |
| 6 hours to 24 hours | 3.70 | 3.90 | 0.20 | | |
| Season ticket - per quarter | 165.00 | 172.00 | 7.00 | | |
| Resident permit - per quarter | 65.00 | 68.00 | 3.00 | | |
| Evening charge - 1pm to 8am | 1.00 | 1.00 | 0.00 | VAT Incl. | Cabinet |
| Overnight quarterly permit - 8pm to 8am | 65.00 | 68.00 | 3.00 | | |
| Bank Holiday | 1.00 | 1.10 | 0.10 | | |
| Event Parking | 1.00 | 1.10 | 0.10 | | |
| Windsor Street (Zone B) | | | | | |
| Up to 1 hour | 1.10 | 1.20 | 0.10 | | |
| Up to 2 hours | 2.10 | 2.20 | 0.10 | | |
| Season ticket - after school (30 minutes) | 31.00 | 32.00 | 1.00 | | |
| Evening charge - 1pm to 8am | 1.00 | 1.00 | 0.00 | | |
| Overnight quarterly permit - 8pm to 8am | 65.00 | 68.00 | 3.00 | | |
| Bank Holiday | 1.00 | 1.10 | 0.10 | | |
| Event Parking | 1.00 | 1.10 | 0.10 | | |

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| CEMETERIES | | | | | |
| Interment Fees - Resident Fees | | | | | |
| 17 years & under 4ft 6 | 1,085.00 | 1,140.00 | 55.00 | No VAT | Cabinet |
| 18 years & over over 4ft 6 | 1,300.00 | 1,350.00 | 50.00 | | |
| 18 years & under 4ft 6 | 1,085.00 | 1,140.00 | 55.00 | | |
| Woodland burial - Keele Cemetery (1 full interment only in each grave) | 1,085.00 | 1,135.00 | 50.00 | | |
| Cremated remains at 2 feet | 480.00 | 510.00 | 30.00 | | |
| Woodland burial cremated remains at 2 feet - Keele Cemetery (4 interments only in each grave) | 480.00 | 510.00 | 30.00 | | |
| Additional depth for cremated remains over 2 feet | 250.00 | 265.00 | 15.00 | | |
| Additional depth over 6 feet per foot | 270.00 | 285.00 | 15.00 | | |
| Interment of body part | 480.00 | 510.00 | 30.00 | | |
| Double interment (two interments taking place at the same time) | Fee + 50% | Fee + 50% | 0.00 | | |
| Exhumation fee - cremated remains | 1,500.00 | 1,600.00 | 100.00 | | |
| Exhumation fee | 3,500.00 | 3,700.00 | 200.00 | | |
| Purchase of Graves - Resident Fees | | | | | |
| (Includes right to erect memorial for single grave) | | | | | |
| Exclusive Right of Burial & Memorialisation for a grave - two internments | 1,465.00 | 1,530.00 | 65.00 | No VAT | Cabinet |
| Lawn Graves Reservation | 2,084.00 | 2,180.00 | 96.00 | | |
| Exclusive Right of Burial in a Woodland Grave at Keele Cemetery (1 full interment only in each grave plus memorial tree) | 1,465.00 | 1,530.00 | 65.00 | | |
| Reservation of Woodland Grave | 2,085.00 | 2,180.00 | 95.00 | | |
| Exclusive Right of Burial & Memorialisation in Cremated Remains Grave at 2ft | 730.00 | 770.00 | 40.00 | | |
| Reservation of Cremated Remains Grave | 1,035.00 | 1,095.00 | 60.00 | | |
| Exclusive Right of Burial in Woodland Cremated Remains Grave, Keele Cemetery at 2ft Inclusive of a Shrub | 730.00 | 770.00 | 40.00 | | |
| Reservation of Woodland Cremated Remains Grave | 1,095.00 | 1,095.00 | 0.00 | | |
| Renewal of exclusive right of burial & memorialisation (full grave) | 450.00 | 470.00 | 20.00 | | |
| Renewal of exclusive right of burial & memorialisation (cremated remains) | 250.00 | 260.00 | 10.00 | | |
| Transfer of ownership of exclusive rights of burial & memorialisation | 115.00 | 125.00 | 5.00 | | |
| Duplicate deed of exclusive rights of burial & memorialisation | 60.00 | 65.00 | 5.00 | | |
| Memorial fee permit | 60.00 | 65.00 | 5.00 | | |

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| Interment Fees - Non-Resident Fees | | | | No VAT | Cabinet |
| 17 years & under 4ft 6 | 1,645.00 | 1,710.00 | 65.00 | | |
| 18 years & over over 4ft 6 | 1,865.00 | 2,025.00 | 160.00 | | |
| 18 years & under 4ft 6 | 1,645.00 | 1,710.00 | 65.00 | | |
| Woodland burial - Keele Cemetery (1 full interment only in each grave) | 1,645.00 | 1,710.00 | 65.00 | | |
| Cremated remains at 2 feet | 730.00 | 765.00 | 35.00 | | |
| Woodland burial cremated remains at 2 feet - Keele Cemetery (4 interments only in each grave) | 730.00 | 765.00 | 35.00 | | |
| Interment of body part | 730.00 | 765.00 | 35.00 | | |
| Additional depth for cremated remains over 2 feet | 260.00 | 275.00 | 15.00 | | |
| Additional depth over 6 feet per foot | 280.00 | 295.00 | 15.00 | | |
| Double interment (two interments taking place at the same time) | Fee + 50% | Fee + 50% | 0.00 | | |
| Exhumation fee - cremated remains | 1,500.00 | 1,600.00 | 100.00 | | |
| Exhumation fee | 3,500.00 | 3,700.00 | 200.00 | | |
| Purchase of Graves - Non-Resident Fees | | | | No VAT | Cabinet |
| (Includes right to erect memorial for single grave) | | | | | |
| Exclusive Right of Burial & Memorialisation for a Single Grave | 2,930.00 | 3,060.00 | 130.00 | | |
| Lawn Graves Reservation | 3,530.00 | 3,710.00 | 180.00 | | |
| Exclusive Right of Burial in a Woodland Grave at Keele Cemetery (1 full interment only in each grave plus memorial tree) | 2,930.00 | 3,060.00 | 130.00 | | |
| Reservation of Woodland Grave | 3,530.00 | 3,710.00 | 180.00 | | |
| Exclusive Right of Burial & Memorialisation in a Cremated Remains Grave at 2ft | 1,450.00 | 1,540.00 | 90.00 | | |
| Reservation of a Cremated Remains Grave | 2,050.00 | 1,865.00 | -185.00 | | |
| Exclusive Right of Burial in a Woodland Cremated Remains Grave, Keele Cemetery at 2ft Inclusive of a Shrub | 1,450.00 | 1,540.00 | 90.00 | | |
| Reservation of Woodland Cremated Remains Grave | 2,050.00 | 1,865.00 | -185.00 | | |
| Renewal of exclusive right of burial & memorialisation (cremated remains grave) | 540.00 | 565.00 | 25.00 | | |
| Transfer of ownership of exclusive rights of burial & memorialisation | 170.00 | 175.00 | 5.00 | | |
| Duplicate deed of exclusive rights of burial & memorialisation | 95.00 | 100.00 | 5.00 | | |
| Erection of Memorials (no prior right given) | | | | No VAT | Cabinet |
| Memorial not exceeding 3 feet in height | 180.00 | 190.00 | 10.00 | | |

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| Columbarium | | | | | |
| 10-year lease including 1st interment | 650.00 | 680.00 | 30.00 | No VAT | Cabinet |
| 2nd interment | 100.00 | 105.00 | 5.00 | | |
| Renewal of 10-year lease | 315.00 | 330.00 | 15.00 | | |
| Additional 5-year lease | 315.00 | 330.00 | 15.00 | | |
| Use of Chapel & Community Room | | | | | |
| Keele community room - funeral service 90 minutes | 200.00 | 240.00 | 40.00 | | |
| Keele Community Room - hourly rate | 25.00 | 30.00 | 5.00 | | |
| Sundry Items | | | | VAT Incl. | Cabinet |
| Single abstract information from registrar | 30.00 | 35.00 | 5.00 | | |
| Family history research | 25.00 | 25.00 | 0.00 | | |
| Casket - Single | 95.00 | 100.00 | 5.00 | | |
| Casket - Double | 120.00 | 125.00 | 5.00 | | |
| Casket Plaque for Crematorium Boxes | 15.00 | 16.00 | 1.00 | | |
| Wooden cross | 55.00 | 60.00 | 5.00 | | |
| Memorial bench | 1,500.00 | 1,560.00 | 60.00 | | |
| Memorial trees | 420.00 | 440.00 | 20.00 | | |
| Barrier fob replacements | 15.00 | 17.50 | 2.50 | | |
| Late arrival at cemeteries by more than 15 mins, Funeral Director charge | 200.00 | 210.00 | 10.00 | | |
| Late Paperwork | 50.00 | 55.00 | 5.00 | | |
| Incorrect coffin size | 50.00 | 55.00 | 5.00 | | |
| Admin fee | 85.00 | 90.00 | 5.00 | | |
| Late removal of memorial resulting in a delay of grave excavation | 150.00 | 160.00 | 10.00 | | |
| CIRCUSES & FAIRS | | | | No VAT | Cabinet |
| Hire rate per day of site presence (based on an 8-hour day - 1 day to set up & 1 day to dismantle free of charge) | 730.00 | 760.00 | 30.00 | | |
| Returnable deposit - cleaning | 1,040.00 | 1,080.00 | 40.00 | | |
| Returnable deposit - damage | 1,040.00 | 1,080.00 | 40.00 | | |
| COVENANT CONSENTS | | | | No VAT | Cabinet |
| Covenant consents & any written responses to enquiries relating to land & property previously owned by the Council | 165.00 | 172.00 | 7.00 | | |
| Initial purchase enquiry form for land smaller than 0.1ha (deducted from land transaction fee if completed otherwise non-refundable) | 100.00 | 104.00 | 4.00 | | |

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| CREMATORIUM | | | | | |
| Cremation Fees | | | | | |
| 17 years of age & under | 895.00 | 950.00 | 55.00 | No VAT | Cabinet |
| Direct cremation no service or family before 9.00am, Monday Tuesday, Wednesday, Thursday, limited to two per day. | 350.00 | 375.00 | 25.00 | | |
| 18 years & over 9.20am service time only | 650.00 | 705.00 | 55.00 | | |
| 18 years & over from 10am | 895.00 | 950.00 | 55.00 | | |
| Burial of remains cremated elsewhere | 260.00 | 280.00 | 20.00 | | |
| Chapel hire - additional use to cremation service 30 minutes | 220.00 | 255.00 | 35.00 | | |
| Chapel service 40 mins | 490.00 | 510.00 | 20.00 | | |
| Temporary deposit of ashes (per week after the first 4 weeks) | 20.00 | 22.00 | 2.00 | | |
| Storage of ashes where burial is to be arranged (per week after 12 weeks) | 20.00 | 22.00 | 2.00 | | |
| Obitus Fees | | | | | |
| Webcast Live | 40.00 | 50.00 | 10.00 | VAT Incl. | |
| Webcast Live + 28 day + downloadable | 60.00 | 70.00 | 10.00 | | |
| Keepsake DVD, USB, Blu-Ray, or Audio CD | 65.00 | 70.00 | 5.00 | | |
| Basic Slideshow | 50.00 | 55.00 | 5.00 | | |
| Music Slideshow (Pro-Tribute) | 85.00 | 95.00 | 10.00 | | |
| Family-supplied tribute checking | 30.00 | 35.00 | 5.00 | | |
| Bespoke tribute | 400.00 | 415.00 | 15.00 | | |
| Themed tribute | 105.00 | 110.00 | 5.00 | | |
| Extra single photo | 20.00 | 22.00 | 2.00 | | |
| Extra photo charge (each extra 25 photos on a visual tribute) | 35.00 | 40.00 | 5.00 | | |
| Extra work charge | 30.00 | 33.00 | 3.00 | | |
| Tribute download | 20.00 | 22.00 | 2.00 | | |
| Video book | 100.00 | 105.00 | 5.00 | | |
| Memory box | 135.00 | 140.00 | 5.00 | | |
| Obitus bundle | 180.00 | 190.00 | 10.00 | | |
| Urns & Containers | | | | | |
| Casket - Single | 95.00 | 100.00 | 5.00 | VAT Incl. | Cabinet |
| Casket - Double | 120.00 | 125.00 | 5.00 | | |
| Casket plaque for Crematorium Boxes | 15.00 | 16.00 | 1.00 | | |
| Postage & packaging | Cost + £40 | Cost + £40 | 0.00 | | |

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| Memorialisation | | | | VAT Incl. | Cabinet |
| Book of remembrance up to 2 lines | 85.00 | 90.00 | 5.00 | | |
| Book of remembrance for 5 lines | 180.00 | 190.00 | 10.00 | | |
| Book of remembrance for 8 lines | 270.00 | 280.00 | 10.00 | | |
| Simple flower or emblem with five lines or more | 120.00 | 125.00 | 5.00 | | |
| Badges or coat of arms with five lines or more | 160.00 | 170.00 | 10.00 | | |
| Memorial card to match inscription | 50.00 | 52.00 | 2.00 | | |
| Plaques Slate | | | | No VAT | Cabinet |
| Adding to existing plaque per letter or figure | 12.00 | 12.50 | 0.50 | | |
| Regilding of existing letters (per letter) | 8.00 | 8.50 | 0.50 | | |
| Wall plaque purchase at end of lease (12"x4") | 100.00 | 105.00 | 5.00 | | |
| Wall plaque purchase at end of lease (12"x8") | 200.00 | 210.00 | 10.00 | | |
| Sandstone memorial vase - 5 year lease | 325.00 | 335.00 | 10.00 | | |
| Granite wall plaque with posey vase 5 year lease | 275.00 | 285.00 | 10.00 | | New |
| Additional Memorials | | | | No VAT | Cabinet |
| Memorial benches ten year lease | 1,500.00 | 1,560.00 | 60.00 | | |
| Individual memorial bench - 5-year renewal | 500.00 | 520.00 | 20.00 | | |
| Remembrance bench (up to 12 plaques) - initial lease of plaque 5-years | 295.00 | 310.00 | 15.00 | | |
| Remembrance bench (up to 12 plaques) - renewal for 5-years | 175.00 | 185.00 | 10.00 | | |
| Memorial leaf on tree initial 5-year lease | 300.00 | 250.00 | -50.00 | | |
| Memorial vases ten year lease | 520.00 | 540.00 | 20.00 | | |
| Additional characters for Kerb side vase | 5.00 | 5.00 | 0.00 | | |
| Each succeeding 5-year hire | 320.00 | 335.00 | 15.00 | | |
| Garden / Memorial Plaque ten year lease | 415.00 | 425.00 | 10.00 | | New |
| Additional plaques in same location as family member in gardens | 105.00 | 110.00 | 5.00 | | |
| Garden / Memorial Plaque - 5-year renewal | 205.00 | 210.00 | 5.00 | | |
| Service overrun at Bradwell Crem charge to be made to the Funeral Director | 200.00 | 210.00 | 10.00 | | |
| Late Paperwork | 50.00 | 55.00 | 5.00 | | |
| Incorrect coffin size | 50.00 | 55.00 | 5.00 | | |
| Copy cremation certificate | N/A | 10.00 | 10.00 | | New |
| Early/late arrival at cemeteries by more than 15 minutes, charge to be made to the funeral directors | 200.00 | 210.00 | 10.00 | | |
| Admin Fee | 85.00 | 90.00 | 5.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| DOG WARDEN SERVICE | | | | | |
| Recovery of Stray Dogs | | | | | |
| During normal working hours - reclaim fee | 80.00 | 84.00 | 4.00 | No VAT | Cabinet |
| Daily kennelling fees | Cost | Cost | 0.00 | | |
| ELECTIONS | | | | | |
| Rule 9 (1) Parliamentary Election Regulations & Rule/Reg 9 (1) Police Fire & Crime Commissioner Election Regulations - Candidates' Deposits | | | | | |
| Parliamentary election candidate | 500.00 | 500.00 | 0.00 | No VAT | Statutory |
| Police Fire & Crime Commissioner candidate | 5,000.00 | 5,000.00 | 0.00 | | |
| Regulations 48 & 49 Representation of the People Regulations 2001 | | | | | |
| Supply of Full Register | | | | | |
| Sale of full register (printed) | 10.00 | 10.00 | 0.00 | | |
| Plus, per 1,000 names or part 1,000 (printed) | 5.00 | 5.00 | 0.00 | | |
| Sale of full register (data) | 20.00 | 20.00 | 0.00 | | |
| Plus, per 1,000 names or part 1,000 (data) | 1.50 | 1.50 | 0.00 | No VAT | Statutory |
| List of overseas electors (printed) | 10.00 | 10.00 | 0.00 | | |
| Plus, per 100 names or part 100 (printed) | 5.00 | 5.00 | 0.00 | | |
| List of overseas electors (data) | 20.00 | 20.00 | 0.00 | | |
| Plus, per 100 names or part 100 (data) | 1.50 | 1.50 | 0.00 | | |
| Supply of Edited Register | | | | | |
| Sale of edited register (printed) | 10.00 | 10.00 | 0.00 | No VAT | Statutory |
| Plus, per 1,000 names or part 1,000 (printed) | 5.00 | 5.00 | 0.00 | | |
| Sale of register (data) | 20.00 | 20.00 | 0.00 | | |
| Plus, per 1,000 names or part 1,000 (data) | 1.50 | 1.50 | 0.00 | | |
| Regulations 120 Representation of the People Regulations 2001 | | | | | |
| Supply of Marked Register | | | | | |
| Supply of marked registers (printed) | 10.00 | 10.00 | 0.00 | No VAT | Statutory |
| Plus, per 1,000 entries or part 1,000 | 2.00 | 2.00 | 0.00 | | |
| Supply of marked registers (data) | 10.00 | 10.00 | 0.00 | | |
| Plus, per 1,000 entries or part 1,000 | 1.00 | 1.00 | 0.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| Inspection & Copies of Documents | | | | No VAT | Statutory |
| Regulation 10 representation of the people regulations 2001 - inspection of candidates' expenses | 5.00 | 5.00 | 0.00 | | |
| A4 - copies (black & white) | 0.20 | 0.20 | 0.00 | | |
| Town & Parish Elections | | | | No VAT | |
| <i>Borough Council Election taking place on the same day:</i> | | | | | |
| Town or Parish specific printing / postage costs | Market rate + 5% | Market rate + 5% | 0.00 | | |
| - Room hire | admin costs | admin costs | 0.00 | | |
| | 50% of cost | 50% of cost | 0.00 | | |
| | 50% of staffing | 50% of staffing | | | |
| | rate on the same | rate on the same | | | |
| | day, or full costs if | day, or full costs if | 0.00 | | |
| | the count is taking | the count is taking | | | |
| | place on a | place on a | | | |
| | different day | different day | | | |
| <i>Town or Parish Election on different day i.e., by-election</i> | | | | | |
| - printing, postage, stationery, room hire costs & other associated costs | Full costs for each | Full costs for each | 0.00 | | |
| | election per ward | election per ward | | | |
| | or parish | or parish | | | |
| | Standard NULBC | Standard NULBC | 0.00 | | |
| | staffing rates | staffing rates | | | |
| | 100.00 per | 125.00 per | | | |
| | election (if warded | election (if warded | | | |
| | the cost is 100.00 | the cost is 125.00 | | | |
| | for each ward or | for each ward or | 25.00 | | |
| | parish as they are | parish as they are | | | |
| | classed as | classed as | | | |
| | separate | separate | | | |
| | elections). | elections). | | | |
| Uncontested Town or Parish Election Administration Fee | | | | | |
| Room hires | Full Costs | Full Costs | 0.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|---|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| ENVIRONMENTAL HEALTH | | | | | |
| Works in default of statutory notice | | | | | |
| Calculated in accordance with the following formula - | Per Formula | Per Formula | 0.00 | No VAT | Cabinet |
| a) Contractor costs | | | | | |
| b) Officer costs (per hour at actual rate) | | | | | |
| c) Car mileage & subsistence | | | | | |
| d) On costs (b+c) + 25% | | | | | |
| e) Disbursements (e.g., warrant application, postage, printing, cost of invoice etc.) | | | | | |
| Total = a+d+e+ interest on outstanding balance as determined by council at start of financial year | | | | | |
| Environmental Offences - Fixed Penalty Notices | | | | No VAT | Statutory |
| Waste receptacles - Section 47ZA(2) (paid in 10 days) | 60.00 | 60.00 | 0.00 | | |
| Waste receptacles - Section 47ZA(2) (paid in 14 days) | 80.00 | 80.00 | 0.00 | | |
| Failure to Produce Waste Carrier Registration Documents – Control of Pollution (Amendment) Act 1989 – section 5B | 300.00 | 300.00 | 0.00 | | |
| Failure to furnish documentation (waste carrier authority - Section 34(2)) | 300.00 | 300.00 | 0.00 | | |
| Litter – Section 88 (1) Domestic person (paid within 14 days) | 200.00 | 200.00 | 0.00 | | |
| Litter – Section 88 (1) Commercial business (paid within 14 days) | 500.00 | 500.00 | 0.00 | | |
| Unauthorised distribution of literature on designated land - Schedule 3A (7)2 (paid in 10 days) | 75.00 | 75.00 | 0.00 | | |
| Unauthorised distribution of literature on designated land - Schedule 3A (7)2 (paid in 14 days) | 100.00 | 100.00 | 0.00 | | |
| Failure to comply with a Community Protection Notice or Public Spaces Protection Order (paid in 10 days) | 75.00 | 75.00 | 0.00 | | Cabinet |
| Failure to comply with a Community Protection Notice or Public Spaces Protection Order (paid in 14 days) | 100.00 | 100.00 | 0.00 | | Cabinet |
| Littering from vehicles outside of London (Keepers: Civil Penalties) Regulations 2018, Regulation 6 (Paid in 14 days) | 75.00 | 75.00 | 0.00 | | |
| Littering from vehicles outside of London (Keepers: Civil Penalties) Regulations 2018, Regulation 6 (Paid in 28 days) | 100.00 | 100.00 | 0.00 | | Public Protection Committee |
| Graffiti & Fly Posting (Anti-Social Behaviour Act 2003 Section 43) (Domestic) | 200.00 | 200.00 | 0.00 | | |
| Graffiti & Fly Posting (Anti-Social Behaviour Act 2003 Section 43) (Commercial) | 500.00 | 500.00 | 0.00 | | |
| Domestic Waste Section 46 (Environmental Protection Act 1990) | 60.00 | 60.00 | 0.00 | | |
| Household waste duty of care fixed penalty notices. Environmental protection Act 1990 Section 34(2)A) | 600.00 | 600.00 | 0.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|--------------------------------------|---|-------------------------------------|-------------------|---|
| Fly tipping (The Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016 which amends Environmental Protection Act 1990 "33ZA Fixed penalty notices for contravention of section 33(1)(a): England (from domestic property) | 500.00 | 500.00 | 0.00 | | |
| Fly tipping (The Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016 which amends Environmental Protection Act 1990 "33ZA Fixed penalty notices for contravention of section 33(1)(a): England (from motor vehicle) | 1,000.00 | 1,000.00 | 0.00 | | |
| Fly tipping (The Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016 which amends Environmental Protection Act 1990 "33ZA Fixed penalty notices for contravention of section 33(1)(a): England (from commercial business) | 1,000.00 | 1,000.00 | 0.00 | | |
| Vehicle repair & sale offences (Clean Neighbourhoods & Environment Act 2005, Sections 3 & 4 | 100.00 | 100.00 | 0.00 | | |
| FPN for abandoned vehicles | 200.00 | 200 | 0.00 | | |
| Environmental Protection Act 1990 - Part 1 Pollution Prevention & Control Act 1999 | | | | | |
| Register of Permits | | | | No VAT | Cabinet |
| Copy of tape/CD recorded interviews | 20.00 | 21.00 | 1.00 | | |
| Environmental Information Regulations 1992 (requests for information), Charge per Hour (ICO guidance) | 26.00 | 26.00 | 0.00 | | ICO Guidance |
| Noise monitoring service for Registered Social Landlords & Private Landlords for 1 period of up to 7 days & subsequent report & copy of recording | 360.00 | 375.00 | 15.00 | | |
| Environmental Health Licences | | | | No VAT | Cabinet |
| Dangerous wild animals - first licence | 676.00 | 700.00 | 24.00 | | |
| Dangerous wild animals - renewal | 336.00 | 350.00 | 14.00 | | |
| Zoo - first licence | On Application | On Application | 0.00 | | |
| Zoo - renewal | On Application | On Application | 0.00 | | |
| Selling animals as Pets – Grant new licence | 379.00 | 395.00 | 16.00 | | |
| Selling animals as Pets – Renew licence | 336.00 | 350.00 | 14.00 | | |
| Selling animals as Pets – Grading review (no visit) | 87.00 | 92.00 | 5.00 | | |
| Selling animals as Pets – Variation | 109.00 | 114.00 | 5.00 | | |
| Animal Boarding – Grant new licence | 379.00 | 395.00 | 16.00 | | |
| Animal Boarding – Renew licence | 336.00 | 350.00 | 14.00 | | |
| Animal Boarding – Grading review (no visit) | 87.00 | 92.00 | 5.00 | | |
| Animal Boarding – Variation | 109.00 | 114.00 | 5.00 | | |
| Hiring out horses – Grant new licence Exc Vet Fee | 607.00 | 632.00 | 25.00 | | |
| Hiring out Horses - new licence Vet Fee | On Application | On Application | 0.00 | | |
| Hiring out horses – Renew licence exc. Vet Fee | 553.00 | 395.00 | -158.00 | | |
| Hiring out Horses - renew licence Vet Fee | On Application | On Application | 0.00 | | |
| Hiring out horses – Grading review (no visit) | 87.00 | 91.00 | 4.00 | | |
| Hiring out horses – Variation | 109.00 | 114.00 | 5.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|--------------------------------------|---|-------------------------------------|-------------------|---|
| Hiring out horses – Annual horse check | 379.00 | On Application | 0.00 | | |
| Breeding Dogs – Grant new licence | 628.00 | 654.00 | 26.00 | | |
| Breeding Dogs - New licence Vet Fee | On Application | On Application | 0.00 | | |
| Breeding Dogs – Renew licence | 336.00 | 350.00 | 14.00 | | |
| Breeding Dogs – Grading review (no visit) | 87.00 | 91.00 | 4.00 | | |
| Breeding Dogs – Variation | 109.00 | 114.00 | 5.00 | | |
| Keeping or training animals for exhibition - Grant new licence (3yrs) | 260.00 | 270.00 | 10.00 | | |
| Keeping or training animals for exhibition - Renew licence (3yrs) | 260.00 | 270.00 | 10.00 | | |
| Keeping or training animals for exhibition - Variation | 109.00 | 114.00 | 5.00 | | |
| Re-inspection | 109.00 | 114.00 | 5.00 | | |
| Registration of premises for acupuncture, tattooing, cosmetic piercing, electrolysis & semi-permanent skin colouring | 168.00 | 175.00 | 7.00 | | |
| Registration of each operative | 105.00 | 109.00 | 4.00 | | |
| Additional treatment registration | 87.15 | 91.00 | 3.85 | | |
| Export health certificates | 180.60 | 188.00 | 7.40 | | |
| Charges for Authorised Process - Local Authority Pollution Prevention Control Act | | | | | Statutory |
| The scale of charges is set by DEFRA annually after consultation with Local Authorities, representatives of industry & other stakeholders. The scale of charges is designed to cover the regulatory & administrative costs to the regulator. | Per DEFRA | Per DEFRA | 0.00 | | To be advised by DEFRA |
| Factual Statements (Food Safety Act, Health & Safety at Work Act, Environmental Protection Act) | | | | | Cabinet |
| Charge for factual statements - additional time | 165.00 | 165.00 | 0.00 | | |
| Charge for factual statements - disclosure of documents | 90.00 | 90.00 | 0.00 | | |
| Private Water Supplies | | | | No VAT | Statutory |
| Risk assessment (per hour, plus mileage) | | | | | |
| Sampling | | | | | |
| Investigation | | | | | |
| Authorisation | | | | | |
| Analysis - during Regulation 10 | | | | | |
| Analysis - during check monitoring | | | | | |
| Analysis - during audit monitoring | | | | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| Swimming Pools | | | | No VAT | Cabinet |
| Sampling of pool water - per annum | 756.00 | 787.00 | 31.00 | | |
| Sampling of pool water - one sample | 78.75 | 82.00 | 3.25 | | |
| Food Hygiene Rating Scheme | | | | | |
| Food Hygiene Rating Scheme inspection | 231.00 | 241.00 | 10.00 | No VAT | Public Protection |
| FACILITIES MANAGEMENT | | | | | |
| NULBC delivery of Facilities Management services to Community Centres on leases & Kidsgrove Town Council. Calculated in accordance with the following formula - a) Contractor costs + b) Officer costs for administration & management + c) Car mileage & subsistence + d) On costs + 5% | As per formula | As per formula | 0.00 | Plus VAT | Cabinet |
| GARDEN WASTE RECYCLING | | | | No VAT | Cabinet |
| Garden waste service - one bin | 39.95 | 41.99 | 2.04 | | |
| Every additional garden waste bin | 39.95 | 41.99 | 2.04 | | |
| Delivery of each additional garden waste bin | 30.00 | 31.50 | 1.50 | | |
| LAND CHARGES | | | | Plus VAT | |
| Residential – Con 29 only (conveyancer search) | 138.00 | 137.00 | -1.00 | | |
| Residential – additional parcel of land - each | 90.00 | 90.00 | 0.00 | | |
| Residential - Con290 optional enquiries - each | 36.50 | 26.00 | -10.50 | | |
| Commercial – Con 29 only (conveyancer search) | 344.00 | 342.00 | -2.00 | | |
| Commercial – additional parcel of land - each | 210.00 | 210.00 | 0.00 | | |
| Commercial – Con290 optional enquiries - each | 36.50 | 26.00 | -10.50 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| LEISURE CHARGES | | | | | |
| Sport Development Sports Development Activities up to 2 hours | Quotation | Quotation | 0.00 | No VAT | Cabinet |
| Jubilee 2 <i>Equipment Resale</i> | | | | | |
| Saleable items | Market Value | Market Value | 0.00 | VAT Incl. | Portfolio Holder |
| Equipment Hire | Market Value | Market Value | 0.00 | No VAT | |
| <i>Junior Memberships</i> | | | | | |
| Active2 12-16 years: Swimming, gym*, & appropriate classes (14 years & above with a paying Adult) | 18.00 | 19.00 | 1.00 | No VAT | |
| *Access between the hours Monday – Friday 6.00 pm to 9.00pm with an appropriate adult. All other times individuals can attend unsupervised | | | | | |
| <i>Premium Membership Charges Adults</i> <i>(Including gym, classes, swim, climbing, discount on retail)</i> | | | | No VAT | Cabinet |
| Joining fee (includes inductions) | 20.00 | 20.00 | 0.00 | | |
| Single Membership - 12-month minimum contract - payment monthly by direct debit | 32.00 | 33.50 | 1.50 | | |
| Single Membership - no contract - per month | 41.50 | 43.00 | 1.50 | | |
| Single Membership - 12-month membership for price of 11 months - payable in advance | 352.00 | 370.00 | 18.00 | | |
| Corporate membership | 34.00 | 35.50 | 1.50 | | |
| Corporate membership 12 motnh | 27.50 | 29.00 | 1.50 | | |
| Swim & aquatic membership 12-month contract | 27.00 | 28.50 | 1.50 | | |
| Swim & aquatic membership monthly contract | 36.00 | 37.50 | 1.50 | | |
| Gym & group exercise classes 12-month contract | 27.00 | 28.50 | 1.50 | | |
| Gym & group exercise classes monthly contract | 36.00 | 37.50 | 1.50 | | |
| Climbing only membership 12-month contract | 19.00 | 20.00 | 1.50 | | |
| Blue light membership 12-month contract | 23.00 | 24.50 | 1.50 | | |
| Student/Apprenticeship membership month to month (16+) month to month | 23.00 | 24.50 | 1.50 | | |
| <i>Studio Hire</i> | | | | | |
| Studio 1 or Studio 2 | 42.00 | 22.00 | -20.00 | VAT Incl. | Cabinet |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|---|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| <i>Swim / Climbing Casual Fee</i> | | | | | |
| Adult - | 6.30 | 6.60 | 0.30 | No VAT | |
| Adult - Concession | 4.30 | 4.60 | 0.30 | | |
| Juniors 4 years and over | 4.30 | 4.50 | 0.20 | | |
| under 4 | 1.00 | 1.45 | 0.45 | | |
| <i>Gym / Classes Casual Fee</i> | | | | | |
| Adult - Lite membership | 6.30 | 6.60 | 0.30 | No VAT | |
| Adult - Concession | 4.30 | 4.60 | 0.30 | | |
| Junior 12 & over - Activities accessed in accordance with Industry guidance | 4.30 | 4.50 | 0.20 | | |
| <i>Swimming Instruction</i> | | | | | |
| <i>Swimming Lessons</i> | | | | | |
| Adult swimming lesson (30 minutes) | 9.90 | 10.50 | 0.60 | No VAT | Cabinet |
| Junior swimming lesson (30 minutes) price per lesson - block of 12 | 6.40 | 6.70 | 0.30 | | |
| Monthly DD swimming | 26.67 | 27.92 | 1.25 | | |
| <i>Private Lessons</i> | | | | | |
| 1:1 swim lesson (per 30 minutes) | 22.00 | 23.00 | 1.00 | No VAT | Cabinet |
| 1:1 Lessons 5 consecutive sessions in payable in advance | 94.00 | 98.00 | 4.00 | | |
| <i>Pool Courses</i> | | | | | |
| National lifesaving Academy/Rookies (per 2-hour session) - Lyme Card | 12.00 | 12.80 | 0.80 | No VAT | Cabinet |
| Rookies | 6.40 | 8.00 | 1.60 | | |
| <i>Swimming Pool Hire</i> | | | | | |
| Teaching Pool Hire | 75.00 | 80.00 | 5.00 | VAT Incl. | Cabinet |
| Main Pool Hire - (8 lane) (per lane per hour) | 20.00 | 21.00 | 1.00 | | |
| Additional staff for pool hire (per staff member) | 35.00 | 36.50 | 1.50 | | |
| Setup fee - galas | 45.00 | 50.00 | 5.00 | | |
| Time equipment hire - galas | 45.00 | 50.00 | 5.00 | | |
| <i>Parties</i> | | | | | |
| Pool Party inclusive of studio | 100.00 | 105.00 | 5.00 | VAT Incl. | |
| Climbing Party (six people) inclusive of studio use | 100.00 | 105.00 | 5.00 | | |
| Additional instructor per six children | 40.00 | 45.00 | 5.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|---|--------------------------------------|---|-------------------------------------|-------------------|---|
| Bowls | | | | No VAT | Cabinet |
| Adult | 5.00 | 5.25 | 0.25 | | |
| Junior/60+ | 3.00 | 3.20 | 0.20 | | |
| Summer season ticket - adult | 70.00 | 73.00 | 3.00 | | |
| Summer season ticket - junior/60+/unemployed | 46.00 | 48.00 | 2.00 | | |
| Winter season ticket | 18.00 | 19.00 | 1.00 | | |
| Summer/winter season ticket - adult | 83.00 | 86.00 | 3.00 | | |
| Summer/winter season ticket - junior/60+/unemployed | 58.00 | 61.00 | 3.00 | | |
| Merit competition per player - per hour | 10.00 | 10.50 | 0.50 | | |
| Greenage fees for pre-booking (plus playing fee per person) | 12.00 | 12.50 | 0.50 | | |
| Tennis Class A (Westlands, Wolstanton) | | | | No VAT | Cabinet New |
| Admin fee per court booking | Free | 2.00 | 2.00 | | |
| Adult (per hour per court) | Free | Free | 0.00 | | |
| Junior / Concession (per hour per court) | Free | Free | 0.00 | | |
| Education / Not for Profit Organisations | Free | Free | 0.00 | | |
| Tennis Class B (Chesterton, Silverdale, Bradwell, Clough Hall) | Free | Free | 0.00 | | |
| Football (alternate weekly use per season) | | | | No VAT | Cabinet |
| Wolstanton Marsh Pavilion | 645.00 | 670.00 | 25.00 | | |
| All other pitches | 450.00 | 468.00 | 18.00 | | |
| Junior pitch | 60% of Fee | 60% of Fee | 0.00 | | |
| Mini soccer pitch (unmarked) | 262.00 | 272.00 | 10.00 | | |
| Mini soccer pitch (marked) | 368.00 | 382.00 | 14.00 | | |
| Rugby (alternate weekly use per season) | | | | No VAT | Cabinet |
| Bathpool | 908.00 | 940.00 | 32.00 | | |
| Lyme Valley | 908.00 | 940.00 | 32.00 | | |
| Clough Hall | 908.00 | 940.00 | 32.00 | | |
| Junior Pitch | 60% of fee | 60% of fee | 0.00 | | |
| Rugby (casual use per match) | 106.00 | 110.00 | 4.00 | No VAT | Cabinet |
| Concessionary Licences | | | | No VAT | Cabinet |
| Brampton Park ice cream sales | 879.00 | 910.00 | 31.00 | | |
| Brampton Park use of bouncy castle | 879.00 | 910.00 | 31.00 | | |
| 4 Large Parks Northern part of Borough – ice cream | 754.00 | 785.00 | 31.00 | | |
| 4 Large Parks Southern part of Borough – ice cream | 754.00 | 785.00 | 31.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|--------------------------------------|---|-------------------------------------|-------------------|---|
| Community Events | | | | Plus VAT | Cabinet |
| Wedding Photos within a park setting | 49.00 | 52.00 | 3.00 | | |
| Advertising within parks | 11.00 to 5,330.00 | 11.00 to 5,330.00 | 0.00 | Plus VAT | |
| Booking large events - more than 6 months planning | 196.00 | 205.00 | 9.00 | No VAT | |
| Booking medium events - 6 months+ planning (firework displays, carnivals etc.) | 99.00 | 103.00 | 4.00 | No VAT | |
| Booking small events - 6 months+ planning (competitions, fun days, picnics etc.) | 37.00 | 38.50 | 1.50 | No VAT | |
| Commercial Events - under 500 attendees per day | N/A | 450.00 | 450.00 | | New |
| Commercial Events - between 500- 1000 attendees per day | N/A | 600.00 | 600.00 | | New |
| Commercial events - between 1000-3000 | N/A | 1,200.00 | 1,200.00 | | New |
| Commercial events - over 3000 attendees per day | N/A | 1,500.00 | 1,500.00 | | New |
| Commercial Fun Fairs & Circus - per day for events up to up 5 days | N/A | 1,250.00 | 1,250.00 | | New |
| Commercial Fun Fairs & Circus - per day (purchased outside of the 5 day package) | N/A | 360.00 | 360.00 | | New |
| Commercial Fun fair price per day (if purchased as part of the 5 day package) | N/A | 250.00 | 250.00 | | New |
| Commercial Fun fair set up & take down days if outside the 5 days | N/A | 84.00 | 84.00 | | New |
| LICENCES | | | | | |
| General | | | | No VAT | |
| Sex establishments - application fee | 3,665.00 | 3,665.00 | 0.00 | | |
| Sex establishments - Renewal | 3,665.00 | 3,665.00 | 0.00 | | |
| Sex establishments - variation | 1,241.00 | 1,241.00 | 0.00 | | Licensing Committee |
| Sex establishments - transfer | 1,241.00 | 1,241.00 | 0.00 | | |
| Scrap metal dealer site licence | 313.00 | 313.00 | 0.00 | | |
| Scrap metal dealer collectors' licence | 248.00 | 248.00 | 0.00 | | |
| Gambling Act 2005 | | | | No VAT | |
| Lotteries - application fee | 40.00 | 40.00 | 0.00 | | Statutory fees - Licensing Committee |
| Lotteries - annual fee | 20.00 | 20.00 | 0.00 | | |
| Bingo - application fee | 3,500.00 | 3,500.00 | 0.00 | | |
| Bingo - annual fee | 1,000.00 | 1,000.00 | 0.00 | | |
| Bingo - application to vary | 1,750.00 | 1,750.00 | 0.00 | | |
| Bingo – application for transfer | 1,200.00 | 1,200.00 | 0.00 | | |
| Bingo – application to reinstate | 1,200.00 | 1,200.00 | 0.00 | | |
| Track betting - application fee | 2,500.00 | 2,500.00 | 0.00 | | |
| Track betting - annual fee | 1,000.00 | 1,000.00 | 0.00 | | |
| Track betting - application to vary | 1,250.00 | 1,250.00 | 0.00 | | |
| Track betting - application to transfer | 950.00 | 950.00 | 0.00 | | |
| Track betting – application to reinstate | 950.00 | 950.00 | 0.00 | | |
| Betting premises - application fee | 3,000.00 | 3,000.00 | 0.00 | | |
| Betting premises - annual fee | 600.00 | 600.00 | 0.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|---|--------------------------------------|---|-------------------------------------|-------------------|---|
| Betting premises - application to vary | 1,500.00 | 1,500.00 | 0.00 | | |
| Betting premises - application to transfer | 1,200.00 | 1,200.00 | 0.00 | | |
| Betting premises – application to reinstate | 1,200.00 | 1,200.00 | 0.00 | | |
| Family entertainment centre - application fee | 2,000.00 | 2,000.00 | 0.00 | | |
| Family entertainment centre - annual fee | 750.00 | 750.00 | 0.00 | | |
| Family entertainment centre - application to vary | 1,000.00 | 1,000.00 | 0.00 | | |
| Family entertainment centre - application to transfer | 950.00 | 950.00 | 0.00 | | |
| Family entertainment centre – application to reinstate | 950.00 | 950.00 | 0.00 | | |
| Adult gaming centre - application fee | 2,000.00 | 2,000.00 | 0.00 | | |
| Adult gaming centre - annual fee | 1,000.00 | 1,000.00 | 0.00 | | |
| Adult gaming centre - application to vary | 1,000.00 | 1,000.00 | 0.00 | | |
| Adult gaming centre - application to transfer | 1,200.00 | 1,200.00 | 0.00 | | |
| Adult gaming centre – application to reinstate | 1,200.00 | 1,200.00 | 0.00 | | |
| Copy of any of the above licences (lost, stolen, damaged) | 25.00 | 25.00 | 0.00 | | |
| Notice of Intention – 2 or less gaming machines | 50.00 | 50.00 | 0.00 | | |
| Licensed Premises Gaming Machine Permits – more than 2 machines | 150.00 | 150.00 | 0.00 | | |
| Licensed Premises Gaming Machine Permits – more than 2 machines, Variation | 100.00 | 100.00 | 0.00 | | |
| Licensed Premises Gaming Machine Permits – more than 2 machines, Transfer | 25.00 | 25.00 | 0.00 | | |
| Licensed Premises Gaming Machine Permits – more than 2 machines, Annual Fee | 50.00 | 50.00 | 0.00 | | |
| Licensed Premises Gaming Machine Permits – more than 2 machines, Change of Name | 25.00 | 25.00 | 0.00 | | |
| Licensed Premises Gaming Machine Permits – more than 2 machines, Copy (lost, stolen, damaged) | 15.00 | 15.00 | 0.00 | | |
| Club Gaming/Club Machine Permits – New/Renew | 200.00 | 200.00 | 0.00 | | |
| Club Gaming/Club Machine Permits for holders of Club Premises Certificates (under LA03) – New/Renew | 100.00 | 100.00 | 0.00 | | |
| Club Gaming/Club Machine Permit – Annual Fee | 50.00 | 50.00 | 0.00 | | |
| Club Gaming/Club Machine Permit – Variation | 100.00 | 100.00 | 0.00 | | |
| Club Gaming/Club Machine Permit – Copy (lost, stolen, damaged) | 15.00 | 15.00 | 0.00 | | |
| UFEC (Unlicensed family entertainment Centre – 10-year licence) | 300.00 | 300.00 | 0.00 | | |
| Prize Gaming Permit – New/Renewal | 300.00 | 300.00 | 0.00 | | |
| Prize Gaming Permit – Change of Name | 25.00 | 25.00 | 0.00 | | |
| Prize Gaming Permit – Copy (lost, stolen, damaged) | 15.00 | 15.00 | 0.00 | | |
| Temporary Use Notice (TUN) | 200.00 | 200.00 | 0.00 | | |
| Casino Small – New application | 7,952.00 | 7,952.00 | 0.00 | | |
| Casino Small – Annual Fee | 3,976.00 | 3,976.00 | 0.00 | | |
| Casino Small - Variation | 2,650.00 | 2,650.00 | 0.00 | | |
| Casino Small – Application for Transfer | 1,705.00 | 1,705.00 | 0.00 | | |
| Casino Small – application to reinstate | 1,705.00 | 1,705.00 | 0.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| Private Hire/Hackney Carriage | | | | No VAT | Public Protection |
| OPERATORS | | | | | |
| PHO Application fee | 329.00 | 330.00 | 1.00 | | |
| Add/Remove Director | 45.00 | 46.00 | 1.00 | | |
| Copy/Replacement Licence | 8.00 | 8.00 | 0.00 | | |
| Basic DBS | 18.00 | 18.00 | 0.00 | | |
| Director/Licence Holder - change of home address | N/A | 18.00 | 18.00 | | New |
| Exemption Request | N/A | 51.00 | 51.00 | | New |
| DRIVERS | | | | No VAT | |
| Dual Driver Badge - 3 years | 250.00 | 261.00 | 11.00 | | |
| Change of address | 18.00 | 18.00 | 0.00 | | |
| Replacement badge (vehicle or driver copy) | 15.00 | 16.00 | 1.00 | | |
| Reissue/replacement badge (with amended details) | 31.00 | 33.00 | 2.00 | | |
| DBS (CRB check) | 38.00 | 38.00 | 0.00 | | |
| DBS (CRB check) online | 64.34 | 64.34 | 0.00 | | |
| Exemption certificates | 15.00 | 16.00 | 1.00 | | |
| Knowledge test | 20.00 | 13.00 | -7.00 | | |
| Fail to attend Knowledge Test | 20.00 | 13.00 | -7.00 | | |
| Change of Name | 21.00 | 22.00 | 1.00 | | |
| DE Training replacement cert | Free | Free | 0.00 | | |
| Copy of Paper Licence | 8.00 | 8.00 | 0.00 | | |
| Joint Disability & Safeguarding Training | 48.00 | 48.00 | 0.00 | £40 + VAT | |
| Exemption Request | N/A | 51.00 | 51.00 | | New |
| Application Support appointment | N/A | 18.00 | 18.00 | | New |
| VEHICLES | | | | No VAT | |
| Transfer of vehicle | 45.00 | 46.00 | 1.00 | | |
| Change of vehicle registration | 52.00 | 54.00 | 2.00 | | |
| Failure to attend for vehicle test | 73.00 | 76.00 | 3.00 | | |
| Retest | 31.00 | 32.00 | 1.00 | | |
| Replacement plate carrier – front | 11.00 | 11.00 | 0.00 | | |
| Replacement plate carrier – rear | 13.00 | 14.00 | 1.00 | | |
| Replacement vehicle plate - front | 9.00 | 9.00 | 0.00 | | |
| Replacement vehicle plate - rear | 12.00 | 13.00 | 1.00 | | |
| Replacement vehicle sticker signage | 6.00 | 6.00 | 0.00 | | |
| Copy of paper part of licence | 8.00 | 8.00 | 0.00 | | |
| Change of Vehicle Colour | 52.00 | 54.00 | 2.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|---|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| HCV test | 79.00 | 82.00 | 3.00 | | |
| PHV test | 79.00 | 82.00 | 3.00 | | |
| HCV application fee | 186.00 | 193.00 | 7.00 | | |
| PHV application fee | 173.00 | 182.00 | 9.00 | | |
| Basic DBS | 18.00 | 18.00 | 0.00 | | |
| Change of Name/Address | 45.00 | 46.00 | 1.00 | | |
| Spot check | 23.00 | 23.00 | 0.00 | | |
| Replacement Internal Plate | 8.00 | 8.00 | 0.00 | | |
| Exemption Request | N/A | 51.00 | 51.00 | | New |
| PHV change of base | N/A | 18.00 | 18.00 | | New |
| Copy of HCV Tariff sheet | N/A | 3.00 | 3.00 | | New |
| Licensing Act 2003 - New Application | | | | No VAT | Statutory |
| Premise licence, band A (rateable value of up to £4,300) | 100.00 | 100.00 | 0.00 | | |
| Premise licence, band B (rateable value of £4,301 to £33,000) | 190.00 | 190.00 | 0.00 | | |
| Premise licence, band C (rateable value of £33,001 to £87,000) | 315.00 | 315.00 | 0.00 | | |
| Premise licence, band D (rateable value of £87,001 to £125,000) | 450.00 | 450.00 | 0.00 | | |
| Premise licence, band E (rateable value of >£125,001) | 635.00 | 635.00 | 0.00 | | |
| Additional fee (5,000 to 9,999 patrons) | 1,000.00 | 1,000.00 | 0.00 | | |
| Additional fee (10,000 to 14,999 patrons) | 2,000.00 | 2,000.00 | 0.00 | | |
| Additional fee (15,000 to 19,999 patrons) | 4,000.00 | 4,000.00 | 0.00 | | |
| Additional fee (20,000 to 29,999 patrons) | 8,000.00 | 8,000.00 | 0.00 | | |
| Additional fee (30,000 to 39,999 patrons) | 16,000.00 | 16,000.00 | 0.00 | | |
| Additional fee (40,000 to 49,999 patrons) | 24,000.00 | 24,000.00 | 0.00 | | |
| Additional fee (50,000 to 59,999 patrons) | 32,000.00 | 32,000.00 | 0.00 | | |
| Additional fee (60,000 to 69,999 patrons) | 40,000.00 | 40,000.00 | 0.00 | | |
| Additional fee (70,000 to 79,999 patrons) | 48,000.00 | 48,000.00 | 0.00 | | |
| Additional fee (80,000 to 89,999 patrons) | 56,000.00 | 56,000.00 | 0.00 | | |
| Additional fee (90,000 patrons & above) | 64,000.00 | 64,000.00 | 0.00 | | |
| Licensing Act 2003 - Annual Fee | | | | No VAT | Statutory |
| Premise licence, band A (rateable value of up to £4,300) | 70.00 | 70.00 | 0.00 | | |
| Premise licence, band B (rateable value of £4,301 to £33,000) | 180.00 | 180.00 | 0.00 | | |
| Premise licence, band C (rateable value of £33,001 to £87,000) | 295.00 | 295.00 | 0.00 | | |
| Premise licence, band D (rateable value of £87,001 to £125,000) | 320.00 | 320.00 | 0.00 | | |
| Premise licence, band E (rateable value of £125,001 & above) | 350.00 | 350.00 | 0.00 | | |
| Additional fee (5,000 to 9,999 patrons) | 500.00 | 500.00 | 0.00 | | |
| Additional fee (10,000 to 14,999 patrons) | 1,000.00 | 1,000.00 | 0.00 | | |
| Additional fee (15,000 to 19,999 patrons) | 2,000.00 | 2,000.00 | 0.00 | | |
| Additional fee (20,000 to 29,999 patrons) | 4,000.00 | 4,000.00 | 0.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|---|--------------------------------------|---|-------------------------------------|-------------------|---|
| Additional fee (30,000 to 39,999 patrons) | 8,000.00 | 8,000.00 | 0.00 | | |
| Additional fee (40,000 to 49,999 patrons) | 12,000.00 | 12,000.00 | 0.00 | | |
| Additional fee (50,000 to 59,999 patrons) | 16,000.00 | 16,000.00 | 0.00 | | |
| Additional fee (60,000 to 69,999 patrons) | 20,000.00 | 20,000.00 | 0.00 | | |
| Additional fee (70,000 to 79,999 patrons) | 24,000.00 | 24,000.00 | 0.00 | | |
| Additional fee (80,000 to 89,999 patrons) | 28,000.00 | 28,000.00 | 0.00 | | |
| Additional fee (90,000 patrons & above) | 32,000.00 | 32,000.00 | 0.00 | | |
| Licensing Act 2003 - Miscellaneous Fees (Application or Notice) | | | | No VAT | Statutory |
| Section 25 (theft, loss, etc. of premises licence or summary) | 10.50 | 10.50 | 0.00 | | |
| Section 29 (application for a provisional statement) | 315.00 | 315.00 | 0.00 | | |
| Section 33 (notification of change of name or address) | 10.50 | 10.50 | 0.00 | | |
| Section 37 (application to vary licence to specify individual as premises supervisor) | 23.00 | 23.00 | 0.00 | | |
| Section 42 (application for transfer of premises licence) | 23.00 | 23.00 | 0.00 | | |
| Section 47 (interim authority notice following death of licence holder) | 23.00 | 23.00 | 0.00 | | |
| Section 79 (theft, loss etc. of certificate or summary) | 10.50 | 10.50 | 0.00 | | |
| Section 82 (notification of change of name or alteration of rules of club) | 10.50 | 10.50 | 0.00 | | |
| Licensing Act 2003 - Miscellaneous Fees (Application or Notice) | | | | No VAT | Statutory |
| Section 83 (1) or (2) (change of relevant registered address of club) | 10.50 | 10.50 | 0.00 | | |
| Section 100 (temporary event notice) | 21.00 | 21.00 | 0.00 | | |
| Section 110 (theft, loss of temporary event notice) | 10.50 | 10.50 | 0.00 | | |
| Section 117 (application for, or renewal of personal licence) | 37.00 | 37.00 | 0.00 | | |
| Section 126 (theft, loss of personal licence) | 10.50 | 10.50 | 0.00 | | |
| Section 127 (duty to notify change of name/address) | 10.50 | 10.50 | 0.00 | | |
| Section 110 (theft or loss of temporary event notice) | 10.50 | 10.50 | 0.00 | | |
| Section 126 (theft or loss of personal licence) | 10.50 | 10.50 | 0.00 | | |
| Section 127 (duty to notify change of name/address) | 10.50 | 10.50 | 0.00 | | |
| Section 178 (right of freeholder etc.) | 21.00 | 21.00 | 0.00 | | |
| Minor Variation | 89.00 | 89.00 | 0.00 | | |
| Removal of DPS at community premises | 23.00 | 23.00 | 0.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| MARKETS | | | | No VAT | Cabinet |
| Open market - stall (per day) Monday | Free | Free | 0.00 | | |
| Open market - second stall (per day) Monday | Free | Free | 0.00 | | |
| Open market - stall (per day) Wednesday | 12.50 | 13.00 | 0.50 | | |
| Open market - second stall (per day) Wednesday | 11.50 | 12.00 | 0.50 | | |
| Open market - stall (per day) Fri/Sat | 23.00 | 24.00 | 1.00 | | |
| Open market - additional space (per day) Fri/Sat | 11.50 | 12.00 | 0.50 | | |
| Farmers market - stall (per day) | 22.00 | 23.00 | 1.00 | | |
| Other Pitches - minimum charge (per day) | 28.00 | 29.00 | 1.00 | | |
| Catering Pitches - minimum charge (per day) Fri / Sat | 27.00 | 28.00 | 1.00 | | |
| Catering Pitches - minimum charge (per day) Mon / Weds | 13.50 | 14.00 | 0.50 | | |
| Small Stalls (adjacent to Guildhall) | 10.50 | 11.00 | 0.50 | | |
| All stalls / pitches above are charged at 50% during winter period (1st Oct - 31st March) | | | | | |
| New Trader - Introductory Price (16 weeks only / per day) | 5.25 | 5.50 | 0.25 | | |
| Stalls - Secondary offer (16 weeks only / per day) | 50% stall rent | 50% stall rent | 0.00 | | |
| Catering Pitches - Secondary offer (16 weeks/weekly charge - up to 4 days trading) | 26.00 | 27.00 | 1.00 | | |
| Antique market - stall (per day) | 8.00 | 8.50 | 0.50 | | |
| Antique Market - second stall (per day) | 4.00 | 4.50 | 0.50 | | |
| Craft fair (bric-a-brac) - stall (per day) | 5.50 | 6.00 | 0.50 | | |
| Craft fair (bric-a-brac) - second stall (per day) | 2.50 | 3.00 | 0.50 | | |
| Service Charge (for licensed markets) | 29.00 | 31.00 | 2.00 | | |
| Events Markets - per stall / pitch (e.g., CAM / Vegan) | 5.25 | 5.50 | 0.25 | | |
| Electricity Charge for pitches on AFG licensed markets | 7.50 | 8.00 | 0.50 | | |
| Record Fair | 10.00 | 11.00 | 1.00 | | |
| MOT | | | | No VAT | Cabinet |
| MOT - car | 48.60 | 50.50 | 1.90 | | |
| MOT - car (for discounted partner incl. Lyme Card) | 42.74 | 44.50 | 1.76 | | |
| MOT - class 7 (up to 3.5 tonnes) | 61.00 | 64.00 | 3.00 | | |
| Retest | 16.80 | 17.50 | 0.70 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|---|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| MUSEUM & ART GALLERY | | | | | Cabinet |
| <i>Reproduction prints of items in collection</i> | | | | VAT Incl. | |
| Photocopies | 1.20 | 1.25 | 0.05 | VAT Incl. | |
| Commission of picture sales from exhibitions | 0.30 | 0.30 | 0.00 | Plus VAT | |
| Education session per pupil - half day | 5.75 | 6.25 | 0.50 | No VAT | |
| Education session per pupil - full day | 7.80 | 7.80 | 0.00 | No VAT | |
| Education sessions - minimum charge half day (20 pupils or fewer) | 84.00 | 88.50 | 4.50 | No VAT | |
| Education sessions - minimum charge full day (20 pupils or fewer) | 130.00 | 135.00 | 5.00 | No VAT | |
| Holiday activities per child | 12.50 | 13.00 | 0.50 | No VAT | |
| Adult object handling/reminiscence sessions per hour | 34.00 | 36.00 | 2.00 | | |
| Outreach fee | 62.50 | 88.50 | 26.00 | No VAT | |
| Outreach education – schools per session | 89.00 | 6.25 | -82.75 | No VAT | |
| Hire of Drawing Room per hour (Function/Corporate) | 16.00 | 17.00 | 1.00 | | |
| Hire of Drawing Room per hour (Not for profit/Charity) | 10.50 | 11.00 | 0.50 | | |
| Hire of Alder Room per hour (Function/Corporate) | 27.00 | 28.00 | 1.00 | | |
| Hire of Alder Room per hour (Not for profit/Charity) | 21.00 | 22.00 | 1.00 | | |
| Hire of Willow Room per hour (Function/Corporate) | 36.50 | 28.00 | -8.50 | | |
| Hire of Willow Room per hour (Not for profit/Charity) | 29.00 | 22.00 | -7.00 | | |
| Hire of Event Space per hour (function/corporate/park business) | 55.00 | 57.00 | 2.00 | | |
| Hire of Event Space per hour (Not for Profit/charity/park) | 38.00 | 40.00 | 2.00 | | |
| Early entry or late stay - per hour | 25.00 | 26.00 | 1.00 | | |
| Room set up | 25.00 | 26.00 | 1.00 | | |
| Education item loan | 26.00 | 27.00 | 1.00 | No VAT | |
| Saleable items | RRP | RRP | 0.00 | | |
| Open art registration - up to 2 items | 5.00 | 10.00 | 5.00 | VAT Incl. | |
| Research/archive fees | | | | VAT Incl. | |
| Complex collections/archive research per hour | 25.00 | 25.00 | 0.00 | | |
| Object loans to Accredited Museums (outside the county) includes condition report | 200.00 | 200.00 | 0.00 | | |
| 1:1 session with collections adviser (after 15 minutes) | 12.50 | 12.50 | 0.00 | | |
| Archive/Object scans (paper or digital) A4 colour - First Scan | 10.00 | 10.00 | 0.00 | | |
| Archive/Object scans (paper or digital) A4 colour - Subsequent Scan | 5.00 | 5.00 | 0.00 | | |
| Archive/Object scans (paper or digital) A3 colour - First Scan | 15.00 | 15.00 | 0.00 | | |
| Archive/Object scans (paper or digital) A3 colour - Subsequent Scan | 5.00 | 5.00 | 0.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|--------------------------------------|---|-------------------------------------|-------------------|---|
| NAMING/ NUMBERING OF STREETS/ PROPERTIES | | | | | |
| New or Redevelopment | | | | | |
| Charge for naming of a street | 225.00 | 235.00 | 10.00 | No VAT | Cabinet |
| Charge for naming of a commercial building | 115.00 | 120.00 | 5.00 | | |
| Single residential property on existing street | 150.00 | 160.00 | 10.00 | | |
| Number/name 2-9 properties (includes first) | 225.00 | 235.00 | 10.00 | | |
| Plus - per plot | 80.00 | 85.00 | 5.00 | | |
| Number/name 10 plus properties (includes first property) | 225.00 | 235.00 | 10.00 | | |
| Plus - per plot | 80.00 | 85.00 | 5.00 | | |
| Change to layout after notification | 285.00 | 295.00 | 10.00 | | |
| Plus - per plot | 45.00 | 50.00 | 5.00 | | |
| Existing Properties/Streets | | | | | |
| Adding or alteration of a house/building name | 80.00 | 85.00 | 5.00 | No VAT | Cabinet |
| Renaming of a street | On request | On request | 0.00 | | |
| House or building renumbering (including subdivision to flats) | 285.00 | 295.00 | 10.00 | | |
| Confirmation of postal address | 45.00 | 50.00 | 5.00 | | |
| Requests not included in above fees per hour | 60.00 | 65.00 | 5.00 | | |
| Road closure | 35.00 | 40.00 | 5.00 | | |
| PEST CONTROL | | | | | |
| Treatment of rats (domestic) - prepayment (up to 4 visits) | 62.40 | 75.00 | 12.60 | VAT Incl. | Cabinet |
| Treatment of rats (domestic) - payment by invoice (up to 4 visits) | 83.20 | 90.00 | 6.80 | | |
| Treatment of mice (domestic) – prepayment (up to 3 visits) | 62.40 | 75.00 | 12.60 | | |
| Treatment of mice (domestic) – payment by invoice (up to 3 visits) | 83.20 | 90.00 | 6.80 | | |
| Fleas / Bedbugs / Cockroaches (domestic) - prepayment | 124.80 | 130.00 | 5.20 | | |
| Fleas / Bedbugs / Cockroaches (domestic) - payment by invoice | 145.60 | 151.00 | 5.40 | | |
| Insect control treatments (domestic) including wasps, & ants - prepayment | 83.20 | 90.00 | 6.80 | | |
| Insect control treatments (domestic) including wasps & ants - payment by invoice | 104.00 | 108.00 | 4.00 | | |
| Pest control commercial (other) - first hour | 124.80 | 130.00 | 5.20 | | |
| Pest control commercial (other) - per 1/4 extra hour | 31.20 | 33.00 | 1.80 | | |
| Mole & Rabbit control (per treatment course, max 3 visits) - prepayment | 202.80 | 210.00 | 7.20 | | |
| Mole & Rabbit control (per treatment course, max 3 visits) - payment by invoice | 223.60 | 235.00 | 11.40 | | |
| Squirrel control - prepayment (up to 4 visits) | 150.80 | 157.00 | 6.20 | | |
| Squirrel control - payment by invoice (up to 4 visits) | 171.60 | 178.00 | 6.40 | | |
| Telephone Advice (prepayment only) | 15.60 | 17.00 | 1.40 | | |
| Advice Visit (no treatment) - prepayment | 62.40 | 65.00 | 2.60 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| Advice Visit (no treatment) - payment by invoice | 83.20 | 87.00 | 3.80 | | |
| Fixed term pest control treatment agreements (commercial premises) | On request | On request | 0.00 | | |
| Works in default (Prevention of Damage by Pests Act 1949) first hour (invoiced) | As per formulae | As per formulae | 0.00 | | |
| Works in default (Prevention of Damage by Pests Act 1949) per additional 1/4 hour (invoiced) | for works in default | for works in default | | | |
| PLANNING SERVICES | | | | | |
| Postage & packaging | 1.47 | 1.60 | 0.13 | No VAT | |
| Copies up to £1 are free of charge | | | | | |
| Paper copies of planning/building control decisions & documents - per sheet (A4 black & white) | 0.32 | 0.34 | 0.02 | No VAT | |
| Paper copies of planning/building control decisions & documents - per sheet (A3 black & white) | 0.52 | 0.54 | 0.02 | No VAT | |
| Paper copies of plans - planning files - per sheet (A4 black & white) | 0.32 | 0.34 | 0.02 | No VAT | |
| Paper copies of plans - planning files - per sheet (A3 black & white) | 0.63 | 0.66 | 0.03 | No VAT | |
| Paper colour copies of an A4 sheet of planning/building control decision, planning documents or plan | 0.63 | 0.66 | 0.03 | No VAT | |
| Paper colour copies of an A3 sheet of decision, planning documents or plan | 0.95 | 0.99 | 0.04 | No VAT | |
| Scanned copies of documents - charge per hour of scanning | 44.10 | 45.65 | 1.55 | No VAT | |
| Paper copies of plans - planning files - each plan (A2) | 2.94 | 3.05 | 0.11 | No VAT | |
| Paper copies of plans - planning files - each plan (A1) | 4.30 | 4.46 | 0.16 | No VAT | |
| Paper copies of plans - planning files - each plan (A0) | 5.56 | 5.76 | 0.20 | No VAT | |
| Weekly lists - statutory consultees | Free | Free | 0.00 | | |
| Requests for site information – commercial per hour | 94.50 | 97.90 | 3.40 | No VAT | |
| Requests for site information - individuals | Cost | | | No VAT | |
| Electronic copies of Planning Decision Notices & Legal Agreements | N/A | 10.00 | 10.00 | | New |
| Pre Planning Application Advice | | | | VAT Incl. | Cabinet |
| Large Scale Major Developments (residential developments over 200 dwellings or where number not known, a site area of 4 ha or more. Non-residential developments over 10,000m2 of floor space or where floor space not known, a site area of 2ha or more) | 972.00 | 1,215.00 | 243.00 | | |
| Small Scale Major Developments (residential developments of between 10 & 200 dwellings or where number not known, a site area of between 0.5ha & 4ha. Non-residential developments of between 1000m2 & 10,000m2 of floor space or where floor space not known, a site area of between 1ha & 2ha) | 492.00 | 615.00 | 123.00 | | |
| 1 dwelling | 150.00 | 187.50 | 37.50 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|--|--------------------------------------|---|-------------------------------------|-------------------|---|
| Minor Developments (residential developments of 2 to 9 dwellings or where number not known, a site area of less than 0.5ha. Non-residential developments of under 1,000m2 of floor space or where floor space not known, a site area of less than 1ha) | 222.00 | 277.50 | 55.50 | | |
| Householder Development. | | | | | |
| Half hour appointment | 30.00 | 37.50 | 7.50 | | |
| Appointment in excess of 30 minutes | 44.00 | 55.00 | 11.00 | | |
| Other Development (excluding householder development but including changes of use, advertisements, prior approval proposals & listed building proposals) | 73.00 | 91.25 | 18.25 | | |
| Planning Application Fees | | | | No VAT | Statutory |
| Owing to the complexity of the fee structure, it is not shown here. Details of fees payable may be obtained from the Council's Planning Section. Alternatively, the fee calculator available at the Planning Portal website can be used to determine the fees payable in respect of individual applications. | Per Planning Portal | Per Planning Portal | 0.00 | | |
| Building Control fees (North Staffs Building Control Partnership) | Per Board | Per Board | 0.00 | | Partnership |
| Planning & development briefs (as & when prepared) | Free | Free | 0.00 | | |
| Core spatial strategy | 44.10 | 45.65 | 1.55 | | |
| Local development framework proposals map - north or south | 10.50 | 10.87 | 0.37 | | |
| Local development framework proposals map - north & south | 16.80 | 17.39 | 0.59 | | |
| Strategic housing land availability assessment (SHLAA) | 47.25 | 48.91 | 1.66 | | |
| Section 106 | | | | | |
| Section 106 Monitoring for each obligation forming part of an agreement, excluding those elements the responsibility of Staffordshire County Council | 300.00 | 310.50 | 10.50 | | |
| Additional time spent in monitoring over & above the expected 1 working day, per hour | 40.25 | 41.66 | 1.41 | | |
| Self Build & Custom Build Register | | | | | |
| Charge for someone wanting to be on the register - first charge | N/A | 40.00 | 40.00 | | |
| Annual charge to remain on the register | N/A | 20.00 | 20.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|---|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| PRIVATE SECTOR HOUSING | | | | | |
| Houses in multiple occupation licence fee | 695.00 | 723.00 | 28.00 | No VAT | Cabinet |
| Each additional bedroom | 9.50 | 10.00 | 0.50 | | |
| Renewal of houses in multiple occupation licence | 515.00 | 535.00 | 20.00 | | |
| Each additional bedroom | 9.50 | 10.00 | 0.50 | | |
| Immigration Inspections | 146.00 | 152.00 | 6.00 | | |
| Provision of accommodation for homeless households | Cost | Cost | 0.00 | | |
| Annual interest to be applied to unpaid debts for enforcement action | 0.08 | 0.08 | 0.00 | | |
| Work in default notices to remedy Housing Health & Safety issues | | | | | |
| Officer time (per hour) | Cost | Cost | 0.00 | No VAT | Cabinet |
| Travelling costs (per mile) | Cost | Cost | 0.00 | | |
| Management costs (per hour) | Cost | Cost | 0.00 | | |
| Land registry fee | Cost | Cost | 0.00 | | |
| Inspection by qualified electrician or gas engineers | Cost | Cost | 0.00 | | |
| Recorded delivery | Cost | Cost | 0.00 | | |
| Other costs (stated as per individual case) | Cost | Cost | 0.00 | | |
| Administration fee (to cover service recharges) | 12% Cost | 12% Cost | 0.00 | | |
| Annual interest to be applied to unpaid debts for enforcement action | 0.08 | 0.08 | 0.00 | | |
| REMOVAL OF DOMESTIC ANIMAL CARCASSES | | | | | |
| Removal of domestic animal carcasses | 43.26 | 45.00 | 1.74 | VAT Incl. | Cabinet |
| SALE OF SANDBAGS | | | | | |
| 5 sandbags | 44.50 | 46.50 | 2.00 | VAT Incl. | Cabinet |
| 10 sandbags | 61.75 | 64.00 | 2.25 | | |
| 15 sandbags | 78.00 | 82.00 | 4.00 | | |
| 20 sandbags | 95.00 | 100.00 | 5.00 | | |

Fees and Charges 2025/26

| | Fee/ Charge 2024/25 £ | Proposed Fee/ Charge 2025/26 £ | Increase/ Decrease £ | VAT Status | Committee Approval/ Comments |
|---|-----------------------------|--------------------------------------|----------------------------|------------|------------------------------------|
| STREET TRADING | | | | | |
| Eastbound or Northbound layby A500 (per annum) | 10,500.00 | 10,900.00 | 400.00 | No VAT | Cabinet |
| TOWN CENTRE DISPLAYS | | | | | |
| Local promotions (minimum charge) | 32.00 | 33.50 | 1.50 | No VAT | Cabinet |
| Charity & local community groups | 7.00 | 7.50 | 0.50 | | |
| National promotions (minimum charge) | 89.00 | 93.00 | 4.00 | | |
| TREE PRESERVATION ORDERS | | | | | |
| Single copy of a tree preservation order | 35.00 | 38.00 | 3.00 | No VAT | Cabinet |
| WASTE & RECYCLING BINS/ RECEPTACLES | | | | | |
| Bins/receptacles per property on new developments (to be paid by the developer) | 80.00 | 85.00 | 5.00 | No VAT | Cabinet |
| Replacement bin due to loss / theft | 30.00 | 31.50 | 1.50 | | |
| <i>Maximum Delivery Charge:</i> | | | | | |
| New property - resident | 30.00 | 31.50 | 1.50 | | |
| Replacement / additional recycling bag. | 30.00 | 31.50 | 1.50 | | |