

Fees and Charges 2026/27

	Fee/ Charge 2025/26	Proposed Fee/ Charge 2026/27	Increase/ Decrease	VAT Status	Committee Approval/ Comments
	£.p	£.p	£.p		
ALLOTMENTS				No VAT	Cabinet
Rent (per annum) per square metre	0.56	0.58	0.02		
Note: 20% concession for Junior/60+/Unemployed					
BULKY RECYCLING				No VAT	Cabinet
1-3 Items non reusable/waste items	52.00	62.00	10.00		
4-6 Items non reusable/waste items	84.00	87.20	3.20		
7-9 Items non reusable/waste items	105.00	109.00	4.00		
BUS DEPARTURE CHARGES				Plus VAT	Cabinet
Fee per departure	0.37	0.39	0.02		
CAR PARKS					
Charges for Infringements				No VAT	Cabinet
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 10 or more permits	10.00%	10.00%	0.00%		
Discount for purchase of 20 or more permits	20.00%	20.00%	0.00%		
Parking convenience charge and reminder charge	Set by Provider	Set by Provider	0.00	VAT Incl.	Cabinet
Barracks Road/School Street (Zone B)				VAT Incl.	Cabinet
Up to 1 hour	1.20	1.30	0.10		
Up to 2 hours	2.10	2.20	0.10		
Up to 3 hours	3.20	3.40	0.20		
Season ticket - per quarter	172.00	178.60	6.60		
Monthly permit	65.00	67.50	2.50		
Afternoon charge - 1pm to 8pm	1.00	1.00	0.00		
Evening charge - 1pm to 8am	1.00	1.00	0.00	VAT Incl.	Cabinet
Bank Holiday	1.20	1.30	0.10		
Event Parking	1.20	1.30	0.10		
Buckmaster				VAT Incl.	Cabinet
Up to 3 hours	N/A	Free	New		
Up to 4 hours	N/A	4.70	New		
Up to 24 hours	N/A	6.60	New		
Season ticket - quarterly	N/A	178.60	New		
Castle Car Park				VAT Incl.	Cabinet
Up to 1 hour	1.20	1.30	0.10		
Up to 2 hours	2.30	2.40	0.10		
Up to 3 hours	3.50	3.70	0.20		
Up to 4 hours	4.70	4.90	0.20		
Up to 24 hours	6.60	6.90	0.30		
Season ticket - per quarter	172.00	178.60	6.60		
Monthly ticket	65.00	67.50	2.50		
Overnight quarterly permit - 8pm to 8am	68.00	70.60	2.60		
Bank Holiday & Event Parking	1.20	1.30	0.10		
Evening charge (8pm to 8am the following morning)	1.50	1.60	0.10		
Cherry Orchard (Zone B)				VAT Incl.	Cabinet
Up to 1 hour	1.20	1.30	0.10		
Up to 2 hours	2.10	2.20	0.10		
Up to 3 hours	3.20	3.40	0.20		
Up to 4 hours	4.40	4.60	0.20		
4 hours to 24 hours	5.80	6.10	0.30		
Season ticket - per quarter	172.00	178.60	6.60		
Monthly ticket	65.00	67.50	2.50		
Evening charge - 1pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit - 8pm to 8am	68.00	70.60	2.60		
Bank Holiday	1.10	1.30	0.20		
Event Parking	1.10	1.30	0.20		
Corporation Street (Zone A)				VAT Incl.	Cabinet
Up to 1/2 hour	1.00	1.00	0.00		
Up to 1 hour	1.70	1.80	0.10		
Evening charge - 1pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit - 8pm to 8am	68.00	70.60	2.60		
Bank Holiday	1.60	1.80	0.20		
Event Parking	1.60	1.80	0.20		

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Fogg Street East (Zone A)				VAT Incl.	Cabinet
Season ticket - per quarter	172.00	178.60	6.60		
Overnight quarterly permit - 6pm to 7am	68.00	70.60	2.60		
Goose Street (Zone B)				VAT Incl.	Cabinet
Up to 1 hour	1.20	1.30	0.10		
Up to 2 hours	2.10	2.20	0.10		
Up to 3 hours	3.20	3.40	0.20		
Up to 4 hours	4.40	4.60	0.20		
4 hours to 24 hours	5.80	6.10	0.30		
Season ticket - per quarter	172.00	178.60	6.60		
Monthly ticket	65.00	67.50	2.50		
Evening charge - 1pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit - 8pm to 8am	68.00	70.60	2.60		
Bank Holiday	1.20	1.30	0.10		
Event Parking	1.20	1.30	0.10		
Hassell Street (Zone B) (Bandings Subject to Review)				VAT Incl.	Cabinet
Up to 1 hour	1.20	1.30	0.10		
Up to 2 hours	2.10	2.20	0.10		
Up to 3 hours	3.20	3.40	0.20		
Up to 4 hours	4.40	4.60	0.20		
Season ticket - per quarter	172.00	178.60	6.60		
Monthly ticket	65.00	67.50	2.50		
Overnight quarterly permit - 8pm to 8am	68.00	70.60	2.60		
Bank Holiday	1.20	1.30	0.10		
Event Parking	1.20	1.30	0.10		
High Street (South)				VAT Incl.	Cabinet
20 minute stay	Free	Free	0.00		
High Street (Rear of)				VAT Incl.	Cabinet
Season ticket - per quarter	172.00	178.60	6.60		
Monthly ticket	65.00	67.50	2.50		
Overnight quarterly permit - 6pm to 7am	68.00	70.60	2.60		
King Street (Zone C)				VAT Incl.	Cabinet
Up to 1 hour	1.20	1.30	0.10		
Up to 2 hours	1.70	1.80	0.10		
Up to 3 hours	2.20	2.30	0.10		
Up to 4 hours	2.70	2.90	0.20		
Up to 6 hours	3.40	3.60	0.20		
6 hours to 24 hours	3.90	4.10	0.20		
Season Ticket - per quarter	172.00	178.60	6.60		
Monthly ticket	65.00	67.50	2.50		
Evening charge - 1pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit - 8pm to 8am	68.00	70.60	2.60		
Bank Holiday	1.20	1.30	0.10		
Event Parking	1.20	1.30	0.10		
Lyme Valley A34				VAT Incl.	Cabinet
Anytime	Free	Free	0.00		
Lyme Valley / Lyme Valley Rd				VAT Incl.	Cabinet
Up to 2 hours	Free	Free	0.00		
Up to 3 hours	3.60	3.80	0.20		
Up to 4 hours	4.70	4.90	0.20		
4 - 24 hours	6.60	6.90	0.30		
Season Ticket - per quarter	172.00	178.60	6.60		
Silverdale Road (Zone C)				VAT Incl.	Cabinet
Up to 1 hour	1.20	1.30	0.10		
Up to 2 hours	1.70	1.80	0.10		
Up to 3 hours	2.20	2.30	0.10		
Up to 6 hours	3.40	3.60	0.20		
6 hours to 24 hours	3.90	4.10	0.20		
Season ticket - per quarter	172.00	178.60	6.60		
Monthly ticket	65.00	67.50	2.50		
Evening charge - 1pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit - 8pm to 8am	68.00	70.60	2.60		
Bank Holiday	1.20	1.30	0.10		
Event Parking	1.20	1.30	0.10		
Windsor Street (Zone B)				VAT Incl.	Cabinet
Up to 1 hour	1.20	1.30	0.10		
Up to 2 hours	2.20	2.30	0.10		
Monthly ticket	65.00	67.50	2.50		
Season ticket - quarterly	172.00	178.60	6.60		
Evening charge - 1pm to 8am	1.00	1.00	0.00		
Overnight quarterly permit - 8pm to 8am	68.00	70.60	2.60		
Bank Holiday	1.10	1.30	0.20		
Event Parking	1.10	1.30	0.20		

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CEMETERIES					
Interment Fees - Resident Fees				No VAT	Cabinet
17 years and under 4ft 6	1,140.00	1,200.00	60.00		
18 years & over over 4ft 6	1,350.00	1,420.00	70.00		
18 years & under 4ft 6	1,140.00	1,200.00	60.00		
Woodland burial - Keele Cemetery (1 full interment only in each grave)	1,135.00	1,200.00	65.00		
Cremated remains at 2 feet	510.00	535.00	25.00		
Woodland burial cremated remains at 2 feet - Keele Cemetery (4 interments only in each grave)	510.00	535.00	25.00		
Additional depth for cremated remains over 2 feet	265.00	280.00	15.00		
Additional depth over 6 feet per foot	285.00	300.00	15.00		
Interment of body part	510.00	535.00	25.00		
Double interment (two interments taking place at the same time)	Interment Fee +50%	Interment Fee +50%	0.00		
Exhumation fee - cremated remains	1,600.00	1,680.00	80.00		
Exhumation fee	3,700.00	3,880.00	180.00		
Purchase of Graves - Resident Fees (Includes right to erect memorial for single grave)				No VAT	Cabinet
Exclusive Right of Burial & Memorialisation for a grave with two interments	1,530.00	1,610.00	80.00		
Lawn Graves Reservation	2,180.00	2,260.00	80.00		
Exclusive Right of Burial in a Woodland Grave at Keele Cemetery (1 full interment only in each grave plus memorial tree)	1,530.00	1,610.00	80.00		
Reservation of Woodland Grave	2,180.00	2,260.00	80.00		
Exclusive Right of Burial and Memorialisation in a Cremated Remains Grave at 2ft	770.00	810.00	40.00		
Reservation of a Cremated Remains Grave	1,095.00	1,135.00	40.00		
Exclusive Right of Burial in a Woodland Cremated Remains Grave, Keele Cemetery at 2ft Inclusive of a Shrub	770.00	810.00	40.00		
Reservation of Woodland Cremated Remains Grave	1,095.00	1,135.00	40.00		
Renewal of exclusive right of burial & memorialisation (full grave)	470.00	495.00	25.00		
Renewal of exclusive right of burial & memorialisation (cremated remains grave)	260.00	275.00	15.00		
Transfer of ownership of exclusive rights of burial & memorialisation	125.00	130.00	5.00		
Duplicate deed of exclusive rights of burial & memorialisation	65.00	70.00	5.00		
Memorial fee permit	65.00	70.00	5.00		
Interment Fees - Non-Resident Fees				No VAT	Cabinet
17 years and under 4ft 6	1,710.00	1,800.00	90.00		
18 years & over over 4ft 6	2,025.00	2,130.00	105.00		
18 years & under 4ft 6	1,710.00	1,800.00	90.00		
Woodland burial - Keele Cemetery (1 full interment only in each grave)	1,710.00	1,800.00	90.00		
Cremated remains at 2 feet	765.00	802.50	37.50		
Woodland burial cremated remains at 2 feet - Keele Cemetery (4 interments only in each grave)	765.00	802.50	37.50		
Interment of body part	765.00	802.50	37.50		
Additional depth for cremated remains over 2 feet	275.00	290.00	15.00		
Additional depth over 6 feet per foot	295.00	310.00	15.00		
Double interment (two interments taking place at the same time)	Fee + 50%	Fee + 50%	0.00		
Exhumation fee - cremated remains	1,600.00	1,680.00	80.00		
Exhumation fee	3,700.00	3,880.00	180.00		

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Purchase of Graves - Non-Resident Fees (Includes right to erect memorial for single grave)				No VAT	Cabinet
Exclusive Right of Burial & Memorialisation for a Single Grave	3,060.00	3,220.00	160.00		
Lawn Graves Reservation	3,710.00	3,870.00	160.00		
Exclusive Right of Burial in a Woodland Grave at Keele Cemetery (1 full interment only in each grave plus memorial tree)	3,060.00	3,220.00	160.00		
Reservation of Woodland Grave	3,710.00	3,870.00	160.00		
Exclusive Right of Burial and Memorialisation in a Cremated Remains Grave at 2ft	1,540.00	1,620.00	80.00		
Reservation of a Cremated Remains Grave	1,865.00	1,945.00	80.00		
Exclusive Right of Burial in a Woodland Cremated Remains Grave, Keele Cemetery at 2ft Inclusive of a Shrub	1,540.00	1,620.00	80.00		
Reservation of Woodland Cremated Remains Grave	1,865.00	1,945.00	80.00		
Renewal of exclusive right of burial & memorialisation (cremated remains grave)	565.00	593.30	28.30		
Transfer of ownership of exclusive rights of burial & memorialisation	175.00	183.80	8.80		
Duplicate deed of exclusive rights of burial & memorialisation	100.00	105.00	5.00		
Erection of Memorials (no prior right given)				No VAT	Cabinet
Memorial not exceeding 3 feet in height	190.00	200.00	10.00		
Columbarium				No VAT	Cabinet
10-year lease including 1st interment	680.00	715.00	35.00		
2nd interment	105.00	110.00	5.00		
Renewal of 10-year lease	330.00	350.00	20.00		
Additional 5-year lease	330.00	350.00	20.00		
Use of Chapel & Community Room				No VAT	Cabinet
Keele community room - funeral service 90 minutes	240.00	252.00	12.00		
Keele family room - per hour hour	30.00	31.50	1.50		
Sundry Items				VAT Incl.	Cabinet
Single abstract information from registrar	35.00	37.00	2.00		
Family history research	25.00	27.00	2.00		
Casket - Single	100.00	105.00	5.00		
Casket - Double	125.00	132.50	7.50		
Casket Plaque for Crematorium Boxes	16.00	17.00	1.00		
Wooden cross	60.00	70.00	10.00		
Memorial bench	1,560.00	1,638.00	78.00		
Memorial trees	440.00	465.00	25.00		
Barrier fob replacements	17.50	18.50	1.00		
Late arrival at cemeteries by more than 15 mins,	210.00	220.00	10.00		
Funeral Director charge					
Late Paperwork	55.00	58.00	3.00		
Incorrect coffin size	55.00	58.00	3.00		
Admin fee	90.00	95.00	5.00		
Late removal of memorial resulting in a delay of grave excavation	160.00	170.00	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)	760.00	780.00	20.00		
Returnable deposit - cleaning	1,080.00	1,120.00	40.00		
Returnable deposit - damage	1,080.00	1,120.00	40.00		
COVENANT CONSENTS				No VAT	Cabinet
Covenant consents and any written responses to enquiries relating to land and property previously owned by the Council	172.00	178.00	6.00		
Initial purchase enquiry form for land smaller than 0.1ha (deducted from land transaction fee if completed otherwise non-refundable)	104.00	108.00	4.00		

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CREMATORIUM					
Cremation Fees				No VAT	Cabinet
17 years of age and under	950.00	990.00	40.00		
Direct cremation no service or family before 9.00am, Monday Tuesday, Wednesday, Thursday, limited to two per day.	375.00	389.30	14.30		
18 years & over 9.20am service time only	705.00	745.00	40.00		
18 years & over from 10am	950.00	990.00	40.00		
Burial of remains cremated elsewhere	280.00	290.00	10.00		
Chapel hire - additional use to cremation service 30 minutes	255.00	275.00	20.00		
Chapel service 40 mins	510.00	530.00	20.00		
Temporary deposit of ashes (per week after the first 4 weeks)	22.00	23.00	1.00		
Storage of ashes where burial is to be arranged (per week after 12 weeks)	22.00	23.00	1.00		
Obitus Fees				VAT Incl.	Cabinet
Webcast Live	50.00	52.00	2.00		
Webcast Live + 28 day + downloadable	70.00	73.00	3.00		
Keepsake DVD, USB, Blu-Ray, or Audio CD	70.00	73.00	3.00		
Basic Slideshow	55.00	58.00	3.00		
Music Slideshow (Pro-Tribute)	95.00	100.00	5.00		
Family-supplied tribute checking	35.00	37.00	2.00		
Bespoke tribute	415.00	430.00	15.00		
Themed tribute	110.00	115.00	5.00		
Extra single photo	22.00	23.00	1.00		
Extra photo charge (each extra 25 photos on a visual tribute)	40.00	42.00	2.00		
Extra work charge	33.00	34.00	1.00		
Tribute download	22.00	23.00	1.00		
Video book	105.00	110.00	5.00		
Memory box	140.00	145.00	5.00		
Obitus bundle	190.00	198.00	8.00		
Urns & Containers				VAT Incl.	Cabinet
Casket - Single	100.00	105.00	5.00		
Casket - Double	125.00	133.00	8.00		
Casket plaque for Crematorium Boxes	16.00	17.00	1.00		
Postage & packaging	Cost + £40	Cost + £40	0.00		
Memorialisation				VAT Incl.	Cabinet
Book of remembrance up to 2 lines	90.00	94.00	4.00		
Book of remembrance for 5 lines	190.00	198.00	8.00		
Book of remembrance for 8 lines	280.00	290.00	10.00		
Simple flower or emblem with five lines or more	125.00	130.00	5.00		
Badges or coat of arms with five lines or more	170.00	177.00	7.00		
Memorial card to match inscription	52.00	54.00	2.00		
Plaques Slate				No VAT	Cabinet
Adding to existing plaque per letter or figure	12.50	13.00	0.50		
Regilding of existing letters (per letter)	8.50	9.00	0.50		
Wall plaque purchase at end of lease (12"x4")	105.00	110.00	5.00		
Wall plaque purchase at end of lease (12"x8")	210.00	220.00	10.00		
Sandstone memorial vase - 5 year lease	335.00	350.00	15.00		
Granite wall plaque with posey vase 5 year lease	285.00	295.00	10.00		
Additional Memorials				No VAT	Cabinet
Memorial benches ten year lease	1,560.00	1,620.00	60.00		
Individual memorial bench - 5-year renewal	520.00	540.00	20.00		
Remembrance bench (up to 12 plaques) - initial lease of plaque 5-years	310.00	322.00	12.00		
Remembrance bench (up to 12 plaques) - renewal for 5-years	185.00	193.00	8.00		
Memorial leaf on tree initial 5-year lease	250.00	260.00	10.00		
Memorial vases ten year lease	540.00	560.00	20.00		
Additional characters for Kerb side vase	5.00	6.00	1.00		
Each succeeding 5-year hire	335.00	348.00	13.00		
Garden / Memorial Plaque ten year lease	425.00	442.00	17.00		
Additional plaques in same location as family member in gardens	110.00	115.00	5.00		
Garden / Memorial Plaque - 5-year renewal	210.00	218.00	8.00		
Service overrun at Bradwell Crem charge to be made to the Funeral Director	210.00	220.00	10.00		
Late Paperwork	55.00	60.00	5.00		
Incorrect coffin size	55.00	60.00	5.00		
Copy cremation certificate	10.00	10.00	0.00		
Early/late arrival at cemeteries by more than 15 minutes, charge to be made to the funeral directors	210.00	220.00	10.00		
Admin Fee	90.00	95.00	5.00		

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DOG WARDEN SERVICE				No VAT	Cabinet
Recovery of Stray Dogs					
During normal working hours - reclaim fee	84.00	88.00	4.00		
Daily kennelling fees	Cost	Cost	0.00		
ELECTIONS					
Rule 9 (1) Parliamentary Election Regulations & Rule/Reg 9 (1) Police Fire and Crime Commissioner Election Regulations - Candidates' Deposits				No VAT	Statutory
Parliamentary election candidate	500.00	500.00	0.00		
Police Fire and Crime Commissioner candidate	5,000.00	5,000.00	0.00		
Regulations 48 & 49 Representation of the People Regulations 2001				No VAT	Statutory
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		
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				No VAT	Statutory
Sale of edited 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 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				No VAT	Statutory
Supply of Marked Register					
Supply of marked registers (printed)	10.00	10.00	0.00		
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		
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	Statutory
<i>Borough Council Election taking place on the same day:</i>					
Town or Parish specific printing / postage costs	Market rate + 5% admin costs	Market rate + 5% admin costs	0.00		
- Room hire	50% of cost	50% of cost	0.00		
- Staffing costs (polling & count)	50% of staffing rate on the same day, or full costs if the count is taking place on a different day	50% of staffing rate on the same day, or full costs if the count is taking place on a different day	0.00		
<i>Town or Parish Election on different day i.e., by-election</i>					
- printing, postage, stationery, room hire costs and other associated costs	Full costs for each election per ward or parish	Full costs for each election per ward or parish	0.00		
- polling station / count staff cost	Standard NULBC staffing rates	Standard NULBC staffing rates	0.00		
Uncontested Town or Parish Election	125.00	130.00	0.00		
Administration Fee					
Room hires	Full Costs	Full Costs	0.00		

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ENVIRONMENTAL HEALTH					
Works in default of statutory notice Calculated in accordance with the following formula - 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	Per Formula	Per Formula	0.00	No VAT	Cabinet
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		Public Protection Committee
Littering from vehicles outside of London (Keepers: Civil Penalties) Regulations 2018, Regulation 6 (Paid in 28 days)	100.00	100.00	0.00		
Graffiti and Fly Posting (Anti-Social Behaviour Act 2003 - Section 43) (Domestic person)	200.00	200.00	0.00		
Graffiti and Fly Posting (Anti-Social Behaviour Act 2003 - Section 43) (Commercial business)	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		
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 and Environment Act 2005, Sections 3 & 4	100.00	100.00	0.00		
FPN for abandoned vehicles	200.00	200.00	0.00		

Fees and Charges 2026/27

	Fee/ Charge 2025/26	Proposed Fee/ Charge 2026/27	Increase/ Decrease	VAT Status	Committee Approval/ Comments
	£.p	£.p	£.p		
Environmental Protection Act 1990 - Part 1					
Pollution Prevention & Control Act 1999				No VAT	Cabinet
Register of Permits					
Copy of tape/CD recorded interviews	21.00	22.00	1.00		
Environmental Information Regulations 1992 (requests for information), Charge per Hour (ICO guidance)	26.00	27.00	1.00		ICO Guidance
Noise monitoring service for Registered Social Landlords & Private Landlords for 1 period of up to 7 days & subsequent report & copy of recording	375.00	390.00	15.00		
Environmental Health Licences				No VAT	Cabinet
Dangerous wild animals - first licence application	700.00	525.00	-175.00		
Dangerous wild animals - first licence completion fee	N/A	175.00	New		
Dangerous wild animals - renewal application	350.00	175.00	-175.00		
Dangerous wild animals renewal completion fee	N/A	175.00	New		
Zoo - first licence	On Application	On Application	0.00		
Zoo - renewal	On Application	On Application	0.00		
Selling animals as Pets – Grant new licence application	395.00	220.00	-175.00		
Selling animals as Pets - Grant new licence completion fee	N/A	175.00	New		
Selling animals as Pets – Renew licence	350.00	175.00	-175.00		
Selling animals as Pets - Renew licence completion fee	N/A	175.00	New		
Selling animals as Pets – Grading review (no visit)	92.00	96.00	4.00		
Selling animals as Pets – Variation	114.00	118.00	4.00		
Animal Boarding – Grant new licence application fee	395.00	220.00	-175.00		
Animal Boarding - Grant new licence completion fee	N/A	175.00	New		
Animal Boarding – Renew licence application fee	350.00	175.00	-175.00		
Animal Boarding - Renew licence completion fee	N/A	175.00	New		
Animal Boarding – Grading review (no visit)	92.00	96.00	4.00		
Animal Boarding – Variation	114.00	118.00	4.00		
Hiring out horses – Grant new licence Exc Vet Fee application fee	632.00	457.00	-175.00		
Hiring out Horses - Greant new licence (exc Vet Fee) completion fee	N/A	175.00	New		
Hiring out Horses - new licence Vet Fee	On Application	On Application	0.00		
Hiring out horses – Renew licence exc. Vet Fee application fee	395.00	175.00	-220.00		
Hiring out horses - Renew licence exc vet fee completion fee	N/A	175.00	New		
Hiring out Horses - renew licence Vet Fee	On Application	On Application	0.00		
Hiring out horses – Grading review (no visit)	91.00	96.00	5.00		
Hiring out horses – Variation	114.00	118.00	4.00		
Hiring out horses – Annual horse check	On Application	On Application	0.00		
Breeding Dogs – Grant new licence application fee	654.00	479.00	-175.00		
Breeding dogs - grant new licence completion fee	N/A	175.00	New		
Breeding Dogs - New licence Vet Fee	On Application	On Application	0.00		
Breeding Dogs – Renew licence application fee	350.00	175.00	-175.00		
Breeding Dogs - renew licence completion fee	N/A	175.00	New		
Breeding Dogs – Grading review (no visit)	91.00	96.00	5.00		
Breeding Dogs – Variation	114.00	118.00	4.00		
Keeping or training animals for exhibition - Grant new licence (3yrs)	270.00	274.00	4.00		
Keeping or training animals for exhibition - Renew licence (3yrs)	270.00	274.00	4.00		
Keeping or training animals for exhibition - Variation	114.00	118.00	4.00		
Re-inspection	114.00	118.00	4.00		
Primates - Grant new licence application fee	N/A	300.00	New		
Primates - Grant new licence completion fee	N/A	175.00	New		
Primates - renew licence application fee	N/A	300.00	New		
Primates - renew licence completion fee	N/A	175.00	New		
Primates - licence variation	N/A	114.00	New		
Primates - licence variation with inspection	N/A	250.00	New		
Primates - new licence vet fee	N/A	On Application	New		

Fees and Charges 2026/27

	Fee/ Charge 2025/26	Proposed Fee/ Charge 2026/27	Increase/ Decrease	VAT Status	Committee Approval/ Comments
	£.p	£.p	£.p		
Registration of premises for acupuncture, tattooing, cosmetic piercing, electrolysis & semi-permanent skin colouring	175.00	182.00	7.00		
Registration of each operative	109.00	114.00	5.00		
Additional treatment registration	91.00	95.00	4.00		
Export health certificates	188.00	196.00	8.00		
Charges for Authorised Process - Local Authority Pollution Prevention Control Act	Statutory	Statutory	0.00		Statutory
The scale of charges is set by DEFRA annually after consultation with Local Authorities, representatives of industry and other stakeholders. The scale of charges is designed to cover the regulatory and administrative costs (including visits, administration, advice, and time) to the regulator arising from each process. The 2018/19 charges are to be advised by DEFRA in February 2018.	Per DEFRA	Per DEFRA	0.00		To be advised by DEFRA
Factual Statements (Food Safety Act, Health & Safety at Work Act, Environmental Protection Act)				No VAT	Cabinet
Charge for factual statements - additional time	165.00	172.00	7.00		
Charge for factual statements - disclosure of documents	90.00	94.00	4.00		
Private Water Supplies				No VAT	Statutory
Risk assessment (per hour, plus mileage)	Hourly charge out rate plus mileage or costs incurred	Hourly charge out rate plus mileage or costs incurred			
Sampling	(each LA visit to include £40 to cover UKAS accreditation)	(each LA visit to include £40 to cover UKAS accreditation)	0.00		
Investigation					
Authorisation					
Analysis - during Regulation 10					
Analysis - during check monitoring	Laboratory cost	Laboratory cost	0.00		
Analysis - during audit monitoring					
Swimming Pools				No VAT	Cabinet
Sampling of pool water - per annum	787.00	817.00	30.00		
Sampling of pool water - one sample	82.00	86.00	4.00		
Food Hygiene Rating Scheme				No VAT	Public Protection
Food Hygiene Rating Scheme inspection	241.00	250.00	9.00		
FACILITIES MANAGEMENT					
NULBC delivery of Facilities Management services to Community Centres on full repairing leases and Kidsgrove Town Council. Calculated in accordance with the following formula - a) Contractor costs + b) Officer costs for administration and management + c) Car mileage & subsistence + d) On costs + 5% For any exceptional requests/project related works to Bus Station on-cost 3%	As per formula	As per formula	0.00	Plus VAT	Cabinet
GARDEN WASTE RECYCLING				No VAT	Cabinet
Garden waste service - one bin	41.99	43.60	1.61		
Every additional garden waste bin	41.99	43.60	1.61		
Delivery of each additional garden waste bin	31.50	32.70	1.20		
LAND CHARGES				Plus VAT	Cabinet
Residential – Con 29 only (conveyancer search)	137.00	150.00	13.00		
Residential – additional parcel of land - each	90.00	60.00	-30.00		
Residential – Con29O optional enquiries - each	26.00	28.00	2.00		
Commercial – Con 29 only (conveyancer search)	342.00	389.00	47.00		
Commercial – additional parcel of land - each	210.00	180.00	-30.00		
Commercial – Con29O optional enquiries - each	26.00	30.00	4.00		

Fees and Charges 2026/27

	Fee/ Charge 2025/26 £.p	Proposed Fee/ Charge 2026/27 £.p	Increase/ Decrease £.p	VAT Status	Committee Approval/ Comments
LEISURE CHARGES					
Sport Development				No VAT	Cabinet
Sports Development Activities up to 2 hours	Quote based on staffing costs	Quote based on staffing costs	0.00		
Jubilee 2					
Equipment Resale				VAT Incl.	Portfolio Holder
Saleable items	Market Value	Market Value	0.00		
Equipment Hire	Market Value	Market Value	0.00	No VAT	
Junior Memberships					
Active2 12-16 years: Swimming, gym*, and appropriate classes (14 years and above with a paying Adult)	19.00	20.00	1.00	No VAT	Cabinet
*Access between the hours Monday – Friday 6.00 pm to 9.00pm with an appropriate adult. All other times individuals can attend unsupervised					
Premium Membership Charges Adults (Including gym, classes, swim, climbing, discount on retail)				No VAT	Cabinet
Joining fee (includes inductions)	20.00	22.00	2.00		
Single Membership - 12-month minimum contract - payment monthly by direct debit.	33.50	35.00	1.50		
Single Membership - no contract - per month	43.00	45.00	2.00		
Single Membership - 12-month membership for price of 11 months - payable in advance	370.00	385.00	15.00		
Corporate membership	35.50	37.50	2.00		
Corporate membership 12 month contract	29.00	30.50	1.50		
Swim and aquatic membership 12-month contract	28.50	30.00	1.50		
Swim and aquatic membership monthly contract	37.50	39.50	2.00		
Gym and group exercise classes 12-month contract	28.50	30.00	1.50		
Gym and group exercise classes monthly contract	37.50	39.50	2.00		
Climbing only membership 12-month contract	20.00	21.50	1.50		
Blue light card holders membership 12-month contract All facilities	24.50	26.00	1.50		
Wellness Hub Membership (wellness hub and aqua classes) 12 month contract	28.50	30.00	1.50		
Activelife Programme Initial Twelve Weeks	N/A	32.05	New		
Active Life membership 12 month contract	29.00	30.50	1.50		
Student/Apprenticeship membership month to month, 16+	24.50	26.00	1.50		
Studio Hire				VAT Incl.	Cabinet
Studio 1 or 2	22.00	24.00	2.00		
Swim / Climbing Casual Fee				No VAT	Cabinet
Adult -	6.60	6.90	0.30		
Adult - Concession	4.60	4.90	0.30		
Juniors 4 years and over	4.50	4.70	0.20		
under 4	1.45	1.70	0.25		
Gym / Classes Casual Fee				No VAT	Cabinet
Adult - Lite membership	6.60	6.90	0.30		
Adult - Concession	4.60	4.90	0.30		
Junior 12 and over - Activities accessed in accordance with Industry guidance	4.50	4.70	0.20		
Swimming Instruction					
Swimming Lessons				No VAT	Cabinet
Adult swimming lesson (30 minutes)	10.50	11.50	1.00		
Junior swimming lesson (30 minutes) price per lesson - block of 12	6.70	7.00	0.30		
Monthly DD swimming	27.92	29.16	1.24		
School swimming lessons cost per term 12 x 30 minute lessons					Portfolio holder
Private Lessons				No VAT	Cabinet
1:1 swim lesson (per 30 minutes)	23.00	24.00	1.00		
1:1 Lessons 5 consecutive sessions in payable in advance	98.00	103.00	5.00		
Pool Courses				No VAT	Cabinet
External NPLQ Training (2 hours)	N/A	13.50	New		

Fees and Charges 2026/27

	Fee/ Charge 2025/26	Proposed Fee/ Charge 2026/27	Increase/ Decrease	VAT Status	Committee Approval/ Comments
	£.p	£.p	£.p		
Swimming Pool Hire				VAT Incl.	Cabinet
Teaching Pool Hire	80.00	85.00	5.00		
Main Pool Hire - (8 lane) (per lane per hour)	21.00	22.00	1.00		
Additional staff for pool hire (per staff member)	36.50	39.00	2.50		
Setup fee - galas	50.00	55.00	5.00		
Time equipment hire - galas	50.00	55.00	5.00		
Newcastle Staffs Swimming Club					Portfolio holder
Parties				VAT Incl.	Cabinet
Pool Party inclusive of studio	105.00	115.00	10.00		
Climbing Party (six people) inclusive of studio use	105.00	110.00	5.00		
Additional instructor per six children	45.00	50.00	5.00		
Bowls				No VAT	Cabinet
Adult	5.25	5.50	0.25		
Junior/60+	3.20	3.40	0.20		
Summer season ticket - adult	73.00	76.00	3.00		
Summer season ticket - junior/60+/unemployed	48.00	50.00	2.00		
Winter season ticket	19.00	20.00	1.00		
Summer/winter season ticket - adult	86.00	90.00	4.00		
Summer/winter season ticket - junior/60+/unemployed	61.00	64.00	3.00		
Merit competition per player - per hour	10.50	11.00	0.50		
Greenage fees for pre-booking (plus playing fee per person)	12.50	13.00	0.50		
Tennis Class A (Westlands, Wolstanton)				No VAT	Cabinet
Admin fee per court booking	2.00	2.00	0.00		
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, Birchenwood, Bradwell, Clough Hall)	Free	Free	0.00		
Football (alternate weekly use per season)				No VAT	Cabinet
Wolstanton Marsh Pavilion	670.00	696.00	26.00		
All other pitches	468.00	486.00	18.00		
Junior pitch	60% of fee	60% of fee	0.00		
Mini soccer pitch (unmarked)	272.00	283.00	11.00		
Mini soccer pitch (marked)	382.00	397.00	15.00		
Rugby (alternate weekly use per season)				No VAT	Cabinet
Bathpool	940.00	976.00	36.00		
Lyme Valley	940.00	976.00	36.00		
Clough Hall	940.00	976.00	36.00		
Junior pitch	60% of fee	60% of fee	0.00		
Rugby (casual use per match)	110.00	115.00	5.00		
Concessionary Licences				No VAT	Cabinet
Brampton Park ice cream sales	910.00	950.00	40.00		
Brampton Park use of bouncy castle	910.00	950.00	40.00		
4 Large Parks Northern part of Borough – ice cream	785.00	820.00	35.00		
4 Large Parks Southern part of Borough – ice cream	785.00	820.00	35.00		
Community Events				Plus VAT	Cabinet
Wedding Photos within a park setting	52.00	55.00	3.00		
Advertising within parks	11.00 to 5,330.00	11.00 to 5,330.00	0.00		
Booking large events - more than 6 months planning	205.00	215.00	10.00	No VAT	
Booking medium events - 6 months+ planning (firework displays, carnivals etc.)	103.00	108.00	5.00	No VAT	
Booking small events - 6 months+ planning (competitions, fun days, picnics etc.)	38.50	40.00	1.50	No VAT	
Commercial Events - under 500 attendees per day	450.00	468.00	18.00		
Commercial Events - between 500- 1000 attendees per day	600.00	625.00	25.00		
Commercial events - between 1000-3000	1,200.00	1,250.00	50.00		
Commercial events - over 3000 attendees per day	1,500.00	1,560.00	60.00		
Commercial Fun Fairs & Circus - per day for events up to up 5 days	1,250.00	1,300.00	50.00		
Commercial Fun Fairs & Circus - per day (purchased outside of the 5 day package)	360.00	375.00	15.00		
Commercial Fun fair price per day (if purchased as part of the 5 day package)	250.00	260.00	10.00		
Commercial Fun fair set up & take down days if outside the 5 days	84.00	88.00	4.00		

Fees and Charges 2026/27

	Fee/ Charge 2025/26	Proposed Fee/ Charge 2026/27	Increase/ Decrease	VAT Status	Committee Approval/ Comments
	£.p	£.p	£.p		
LICENCES					
General				No VAT	
Sex establishments - application fee	3,665.00	3,926.00	261.00		
Sex establishments - Renewal	3,665.00	3,926.00	261.00		
Sex establishments - variation	1,241.00	1,330.00	89.00		Licensing Committee
Sex establishments - transfer	1,241.00	1,330.00	89.00		
Scrap metal dealer site licence	313.00	336.00	23.00		
Scrap metal dealer collectors' licence	248.00	266.00	18.00		
Gambling Act 2005				No VAT	
Lotteries - application fee	40.00	40.00	0.00		
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		Statutory fees - Licensing Committee
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		
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		
Change of Circumstance Fee (change of name, address etc)	50.00	50.00	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	20.00	-5.00		
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		
Occasional Use Notice (OUN)	Free	Free	0.00		
Casino Small – New application	8,270.00	8,518.00	248.00		
Casino Small – Annual Fee	4,135.00	4,259.00	124.00		
Casino Small - Variation	2,756.00	2,839.00	83.00		
Casino Small – Application for Transfer	1,773.00	1,826.00	53.00		
Casino Small – application to reinstate	1,773.00	1,826.00	53.00		

Fees and Charges 2026/27

	Fee/ Charge 2025/26	Proposed Fee/ Charge 2026/27	Increase/ Decrease	VAT Status	Committee Approval/ Comments
	£.p	£.p	£.p		
Pavement Licencing					
New pavement Licence	216.00	216.00	0.00		Public Protection
Renewal Pavement Licence	158.00	158.00	0.00		
Private Hire/Hackney Carriage OPERATORS				No VAT	Public Protection 13/01/2026
PHO Application fee	330.00	319.00	-11.00		
Add/Remove Director	46.00	49.00	3.00		
Copy/Replacement Licence	8.00	9.00	1.00		
Basic DBS	18.00	21.50	3.50		
Director/Licence Holder - change of home address	18.00	19.00	1.00		
Exemption Request	51.00	54.00	3.00		
DRIVERS				No VAT	Public Protection 13/01/2026
Dual Driver Badge - 3 years	261.00	261.00	0.00		
Change of address	18.00	19.00	1.00		
Replacement badge (vehicle or driver copy)	16.00	17.00	1.00		
Reissue/replacement badge (with amended details)	33.00	34.00	1.00		
DBS (CRB check)	38.00	49.50	11.50		
DBS (CRB check) online	64.34	75.84	11.50		
Exemption certificates	16.00	17.00	1.00		
Knowledge test	13.00	11.00	-2.00		
Fail to attend Knowledge Test	13.00	11.00	-2.00		
Change of Name	22.00	23.00	1.00		
DE Training replacement cert	Free	Free	0.00		
Copy of Paper Licence	8.00	9.00	1.00		
Joint Disability & Safeguarding Training	48.00	48.00	0.00		
Exemption Request	51.00	54.00	3.00		
Application Support appointment	18.00	19.00	1.00		
VEHICLES				No VAT	Public Protection 13/01/2026
Transfer of vehicle	46.00	49.00	3.00		
Change of vehicle registration	54.00	56.00	2.00		
Failure to attend for vehicle test	76.00	84.00	8.00		
Retest	32.00	35.00	3.00		
Replacement plate carrier – front	11.00	12.00	1.00		
Replacement plate carrier – rear	14.00	14.00	0.00		
Replacement vehicle plate - front	9.00	10.00	1.00		
Replacement vehicle plate - rear	13.00	13.00	0.00		
Replacement vehicle sticker signage	6.00	7.00	1.00		
Copy of paper part of licence	8.00	9.00	1.00		
Change of Vehicle Colour	54.00	56.00	2.00		
HCV test	82.00	85.00	3.00		
PHV test	82.00	85.00	3.00		
HCV application fee	193.00	202.00	9.00		
PHV application fee	182.00	188.00	6.00		
Basic DBS	18.00	21.50	3.50		
Change of Name/Address	46.00	49.00	3.00		
Spot check	23.00	24.00	1.00		
Replacement Internal Plate	8.00	9.00	1.00		
Exemption Request	51.00	54.00	3.00		
PHV change of base	18.00	19.00	1.00		
Copy of HCV Tariff sheet	3.00	3.00	0.00		
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		

Fees and Charges 2026/27

	Fee/ Charge 2025/26	Proposed Fee/ Charge 2026/27	Increase/ Decrease	VAT Status	Committee Approval/ Comments
	£.p	£.p	£.p		
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		
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 2026/27

	Fee/ Charge 2025/26	Proposed Fee/ Charge 2026/27	Increase/ Decrease	VAT Status	Committee Approval/ Comments
	£.p	£.p	£.p		
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	13.00	13.50	0.50		
Open market - second stall (per day) Wednesday	12.00	12.50	0.50		
Open market - stall (per day) Fri/Sat	24.00	25.00	1.00		
Open market - additional space (per day) Fri/Sat	12.00	12.50	0.50		
Other Pitches - minimum charge (per day)	29.00	31.00	2.00		
Catering Pitches - minimum charge (per day) Fri / Sat	28.00	30.00	2.00		
Catering Pitches - minimum charge (per day) Mon / Weds	14.00	15.00	1.00		
All stalls / pitches above are charged at 50% during winter period (1st Oct - 31st March)					
New Trader - Introductory Price (16 weeks only / per day)	5.50	5.80	0.30		
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)	27.00	28.50	1.50		
Antique market - stall (per day)	8.50	5.50	-3.00		
Antique Market - second stall (per day)	4.50	5.50	1.00		
Service Charge (for licensed markets)	31.00	0.00	-31.00		
Events Markets - per stall / pitch (e.g., CAM / Vegan)	5.50	5.50	0.00		
Fundraising in Street Trading Area	N/A	75.00	New		
MOT				No VAT	Cabinet
MOT - car	50.50	52.50	2.00		
MOT - car (for discounted partner incl. Lyme Card)	44.50	46.00	1.50		
MOT - class 7 (up to 3.5 tonnes)	64.00	70.00	6.00		
Retest	17.50	18.30	0.80		
MUSEUM & ART GALLERY					Cabinet
<i>Reproduction prints of items in collection</i>				VAT Incl.	
Photocopies	1.25	1.30	0.05	VAT Incl.	
Commission of picture sales from exhibitions	0.30	0.30	0.00	Plus VAT	
Education session per pupil - half day	6.25	6.50	0.25	No VAT	
Education session per pupil - full day	7.80	8.00	0.20	No VAT	
Education sessions - minimum charge half day (20 pupils or fewer)	88.50	92.00	3.50	No VAT	
Education sessions - minimum charge full day (20 pupils or fewer)	135.00	140.00	5.00	No VAT	
Holiday activities per child	13.00	13.50	0.50	No VAT	
Adult courses and workshops (maximum)	95.00	110.00	15.00		
Outreach fee	88.50	92.00	3.50	No VAT	
Outreach education – schools per session	6.25	6.50	0.25	No VAT	
Hire of Drawing Room per hour (Function/Corporate)	17.00	18.00	1.00		
Hire of Drawing Room per hour (Not for profit/Charity)	11.00	11.50	0.50		
Hire of Alder Room per hour (Function/Corporate)	28.00	29.00	1.00		
Hire of Alder Room per hour (Not for profit/Charity)	22.00	23.00	1.00		
Hire of Willow Room per hour (Function/Corporate)	28.00	29.00	1.00		
Hire of Willow Room per hour (Not for profit/Charity)	22.00	23.00	1.00		
Hire of Event Space per hour (function/corporate/park business)	57.00	58.00	1.00		
Hire of Event Space per hour (Not for Profit/charity/park)	40.00	41.50	1.50		
Early entry or late stay - per hour	26.00	27.00	1.00		
Room set up	26.00	27.00	1.00		
Education item loan	27.00	28.50	1.50	No VAT	
Saleable items	RRP	RRP	0.00		
Open art registration - up to 2 items	10.00	11.00	1.00	VAT Incl.	
Talks/film shows	5.00	5.50	0.50		
Reminiscence sessions	3.50	4.00	0.50		
Museum Supporters Subs	25.00	25.00	0.00	No VAT	

Fees and Charges 2026/27

	Fee/ Charge 2025/26	Proposed Fee/ Charge 2026/27	Increase/ Decrease	VAT Status	Committee Approval/ Comments
	£.p	£.p	£.p		
Research/archive fees				VAT Incl.	Cabinet
Complex collections/archive research per hour	25.00	26.00	1.00		
Object loans to Accredited Museums (outside the county) includes condition report	200.00	210.00	10.00		
1:1 session with collections adviser (after 15 minutes)	12.50	13.00	0.50		
Archive/Object scans (paper or digital) A4 colour - First Scan	10.00	10.40	0.40		
Archive/Object scans (paper or digital) A4 colour - Subsequent Scan	5.00	5.20	0.20		
Archive/Object scans (paper or digital) A3 colour - First Scan	15.00	15.60	0.60		
Archive/Object scans (paper or digital) A3 colour - Subsequent Scan	5.00	5.20	0.20		
NAMING/ NUMBERING OF STREETS/ PROPERTIES					
New or Redevelopment				No VAT	Cabinet
Charge for naming of a street	235.00	244.00	9.00		
Charge for naming of a commercial building	120.00	125.00	5.00		
Single residential property on existing street	160.00	167.00	7.00		
Number/name 2-9 properties (includes first)	235.00	244.00	9.00		
Plus - per plot	85.00	89.00	4.00		
Number/name 10 plus properties (includes first property)	235.00	244.00	9.00		
Plus - per plot	85.00	89.00	4.00		
Change to layout after notification	295.00	307.00	12.00		
Plus - per plot	50.00	52.00	2.00		
Existing Properties/Streets				No VAT	Cabinet
Adding or alteration of a house/building name	85.00	89.00	4.00		
Renaming of a street	On request	On request	0.00		
House or building renumbering (including subdivision to flats)	295.00	307.00	12.00		
Confirmation of postal address	50.00	52.00	2.00		
Requests not included in above fees per hour	65.00	68.00	3.00		
Road closure	40.00	42.00	2.00		
PEST CONTROL				VAT Incl.	Cabinet
Treatment of rats (domestic) - prepayment (up to 4 visits)	75.00	78.00	3.00		
Treatment of rats (domestic) - payment by invoice (up to 4 visits)	90.00	94.00	4.00		
Treatment of mice (domestic) – prepayment (up to 3 visits)	75.00	78.00	3.00		
Treatment of mice (domestic) – payment by invoice (up to 3 visits)	90.00	94.00	4.00		
Fleas / Bedbugs / Cockroaches (domestic) - prepayment	130.00	135.00	5.00		
Fleas / Bedbugs / Cockroaches (domestic) - payment by invoice	151.00	158.00	7.00		
Insect control treatments (domestic) including wasps, & ants - prepayment	90.00	94.00	4.00		
Insect control treatments (domestic) including wasps & ants - payment by invoice	108.00	113.00	5.00		
Pest control commercial (other) - first hour	130.00	135.00	5.00		
Pest control commercial (other) - per 1/4 extra hour	33.00	35.00	2.00		
Mole & Rabbit control (per treatment course, max 3 visits) - prepayment	210.00	218.00	8.00		
Mole & Rabbit control (per treatment course, max 3 visits) - payment by invoice	235.00	245.00	10.00		
Squirrel control - prepayment (up to 4 visits)	157.00	164.00	7.00		
Squirrel control - payment by invoice (up to 4 visits)	178.00	185.00	7.00		
Telephone Advice (prepayment only)	17.00	18.00	1.00		
Advice Visit (no treatment) - prepayment	65.00	68.00	3.00		
Advice Visit (no treatment) - payment by invoice	87.00	91.00	4.00		
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 for works in default	As per formulae for works in default	0.00		
Works in default (Prevention of Damage by Pests Act 1949) per additional 1/4 hour (invoiced)					

Fees and Charges 2026/27

	Fee/ Charge 2025/26 £.p	Proposed Fee/ Charge 2026/27 £.p	Increase/ Decrease £.p	VAT Status	Committee Approval/ Comments
PLANNING SERVICES					
Postage & packaging Copies up to £1 are free of charge	1.60	2.00	0.40	No VAT	Cabinet
Paper copies of planning/building control decisions & documents - per sheet (A4 black & white)	0.34	0.38	0.04	No VAT	
Paper copies of planning/building control decisions & documents - per sheet (A3 black & white)	0.54	0.60	0.06	No VAT	
Paper copies of plans - planning files - per sheet (A4 black & white)	0.34	0.38	0.04	No VAT	
Paper copies of plans - planning files - per sheet (A3 black & white)	0.66	0.73	0.07	No VAT	
Paper colour copies of an A4 sheet of planning/building control decision, planning documents or plan	0.66	0.73	0.07	No VAT	
Paper colour copies of an A3 sheet of decision, planning documents or plan	0.99	1.10	0.11	No VAT	
Scanned copies of documents - charge per hour of scanning (where legal to charge)	45.65	50.25	4.60	No VAT	
Paper copies of plans - planning files - each plan (A2)	3.05	3.36	0.31	No VAT	
Paper copies of plans - planning files - each plan (A1)	4.46	4.91	0.45	No VAT	
Paper copies of plans - planning files - each plan (A0)	5.76	6.34	0.58	No VAT	
Weekly lists - statutory consultees	Free	Free	0.00		
Requests for site information – commercial per hour	97.90	107.70	9.80	No VAT	
Requests for site information - individuals	Cost	Cost	0.00	No VAT	
Electronic copies of Planning Decision Notices and Legal Agreements	10.00	11.00	1.00		
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)	1,215.00	1,336.50	121.50		
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)	615.00	676.50	61.50		
1 dwelling	187.50	206.25	18.75		
Minor Developments (residential developments of between 2 & 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)	277.50	305.25	27.75		
Householder Development.					
Half hour appointment	37.50	41.25	3.75		
Appointment in excess of 30 minutes	55.00	60.50	5.50		
Other Development (excluding householder development but including changes of use, advertisements, prior approval proposals & listed building proposals)	91.25	100.00	8.75		

Fees and Charges 2026/27

	Fee/ Charge 2025/26 £.p	Proposed Fee/ Charge 2026/27 £.p	Increase/ Decrease £.p	VAT Status	Committee Approval/ Comments
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 Board
Planning & development briefs (as & when prepared)	Free	Free	0.00		
Core spatial strategy	45.65	47.50	1.85		
Local development framework proposals map - north or south	10.87	11.30	0.43		
Local development framework proposals map - north & south	17.39	18.00	0.61		
Strategic housing land availability assessment (SHLAA)	48.91	51.00	2.09		
Charging for paper planning applications	20.00 per application	21.00 per application	1.00		
<i>Invalid planning applications, information not submitted within 28 days:</i>					
- Householder applications	N/A	50.00	New		
- Non-major applications	N/A	150.00	New		
- Major applications	N/A	250.00	New		
<i>Biodiversity Net Gain Monitoring - Low Distinctiveness:</i>					
- Less than 0.5 hectare	N/A	969.00	New		
- Small site, up to 1 hectares	N/A	2,169.00	New		
- Small / Medium site, up to 5 hectares	N/A	4,338.00	New		
- Medium site, up to 10 hectares	N/A	6,338.00	New		
- Large site, up to 20 hectares	N/A	8,507.00	New		
- Very large site, over 20 hectares	N/A	10,676.00	New		
<i>Biodiversity Net Gain Monitoring - Moderate Distinctiveness:</i>					
- Less than 0.5 hectare	N/A	1,369.00	New		
- Small site, up to 1 hectares	N/A	2,569.00	New		
- Small / Medium site, up to 5 hectares	N/A	5,138.00	New		
- Medium site, up to 10 hectares	N/A	7,138.00	New		
- Large site, up to 20 hectares	N/A	9,307.00	New		
- Very large site, over 20 hectares	N/A	11,476.00	New		
<i>Biodiversity Net Gain Monitoring - High Distinctiveness:</i>					
- Less than 0.5 hectare	N/A	1,769.00	New		
- Small site, up to 1 hectares	N/A	2,969.00	New		
- Small / Medium site, up to 5 hectares	N/A	5,938.00	New		
- Medium site, up to 10 hectares	N/A	7,938.00	New		
- Large site, up to 20 hectares	N/A	10,107.00	New		
- Very large site, over 20 hectares	N/A	12,276.00	New		
Section 106					
Section 106 Monitoring for each obligation forming part of an agreement, excluding those elements the responsibility of Staffordshire County Council	310.50	325.00	14.50		
Additional time spent in monitoring over and above the expected 1 working day, per hour	41.66	44.00	2.34		
Self Build & Custom Build Register					
Charge for someone wanting to be on the register - first charge	40.00	42.00	2.00		
Annual charge to remain on the register	20.00	21.00	1.00		

Fees and Charges 2026/27

	Fee/ Charge 2025/26 £.p	Proposed Fee/ Charge 2026/27 £.p	Increase/ Decrease £.p	VAT Status	Committee Approval/ Comments
PRIVATE SECTOR HOUSING				No VAT	Cabinet
Houses in multiple occupation licence fee	723.00	750.00	27.00		
Each additional bedroom	10.00	11.00	1.00		
Renewal of houses in multiple occupation licence	535.00	555.00	20.00		
Each additional bedroom	10.00	11.00	1.00		
Immigration Inspections	152.00	158.00	6.00		
Provision of accommodation for homeless households	Cost	Cost	0.00		
Annual interest to be applied to unpaid debts for enforcement action	8.00%	8.00%	0.00%		
Charges for work in default notices to remedy Housing Health & Safety issues				No VAT	Cabinet
Officer time (per hour)	Cost	Cost	0.00		
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	8.00%	8.00%	0.00%		
REMOVAL OF DOMESTIC ANIMAL CARCASSES				VAT Incl.	Cabinet
Removal of domestic animal carcasses	45.00	47.00	2.00		
Dog waste and litter bin emptying per occasion	5.00	7.50	2.50		
SALE OF SANDBAGS				VAT Incl.	Cabinet
5 sandbags	46.50	48.36	1.86		
10 sandbags	64.00	66.56	2.56		
15 sandbags	82.00	85.28	3.28		
20 sandbags	100.00	104.00	4.00		
STREET TRADING				No VAT	Cabinet
Eastbound or Northbound layby A500 (per annum)	10,900.00	11,315.00	415.00		
TOWN CENTRE DISPLAYS				No VAT	Cabinet
Fundraising in Street Areas (minimum charge)	93.00	97.00	4.00		
TREE PRESERVATION ORDERS				No VAT	Cabinet
Single copy of a tree preservation order	38.00	40.00	2.00		
WASTE & RECYCLING BINS/ RECEPTACLES				No VAT	Cabinet
Bins/receptacles per property on new developments (to be paid by the developer)	85.00	100.00	15.00		
FLATS - Bins/receptacles per property on new developments (to be paid by the developer)	N/A	Cost plus delivery	New		
Replacement bin due to loss / theft	31.50	32.70	1.20		
<i>Maximum Delivery Charge:</i>					
New property - resident	31.50	32.70	1.20		
New property - development					
Replacement / additional recycling bag.	31.50	32.70	1.20		