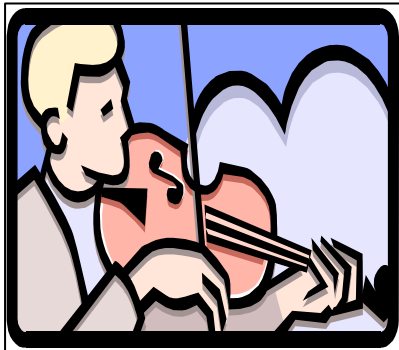
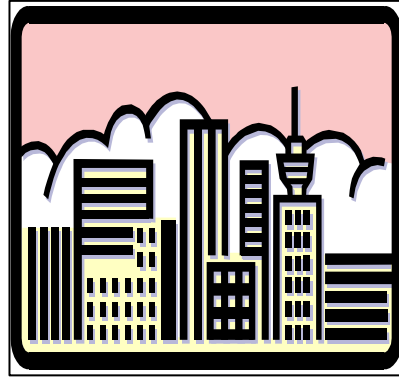




# REGISTER OF

# FEES AND CHARGES

## 2011/2012



*Financial Services Division*

*March 2011*

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## COMMUNITY SERVICES

### Town Hall

For Meetings				All Day	All Day Inc. Evening
Parties or Receptions	9am-1pm	1:30am-5:30pm	6pm-10pm	(9am-6pm)	(9am-10pm)
	£	£	£	£	£
<b>Robing Room</b>	125	125	150	250	350
<b>Court Room</b>	200	200	270	400	600
<b>Filming (courtroom)</b>	550	550		1000	

Room Rates for Charity Groups and Non Profit Organisations available on request

### Halls - Conditions of Hire

- 1) The basic charges apply to local organisations, local branches of national charities and other purely local non-profit making organisations.
- 2) Functions not specifically covered by any of the headings will be subject to a special charge when exact requirements are known.
- 3) The Council reserves discretionary powers to increase or reduce the scale of charges in any particular instance (e.g. commercial events), by negotiation.
- 4) When a hall is engaged for a period of six consecutive days or more, a reduction of 5% on the gross hire charge will be made.
- 5) If a Hall is required for preparation on any day other than that of the function, the appropriate rate will apply.

## COMMUNITY SERVICES

<b><u>MALTINGS ARTS THEATRE</u></b>	<b>Fees &amp; Charges</b>
<b>Theatre Space (based on 1 session) Please note charges are not divisible</b>	
<b>Performance (inc. Dressing Room)</b>	
Mon - Thurs (10am - 5pm)	70.00
Mon - Thurs (evening)	150.00
Mon - Thurs (all day)	220.00
Fri - Sat (10am - 5pm)	80.00
Fri - Sun (evening)	160.00
Fri - Sat (all day)	240.00
Sun (2pm - 5pm / access from 10am)	220.00
<b>Rehearsal</b>	
Mon - Thurs (10am - 1pm) / up to 3 hrs	60.00
Mon - Thurs (1pm - 5pm) / up to 3 hrs	60.00
Mon - Thurs (evening) / up to 3 hrs	150.00
Mon - Thurs (all day)	205.00
Fri - Sat (10am - 1pm) / up to 3hrs	70.00
Fri - Sat (1pm - 5pm) / up to 3 hrs	70.00
Fri - Sat (evening) / up to 3 hrs	160.00
Fri - Sat (all day)	265.00
Sun (10am - 1pm) / up to 3 hrs	80.00
Sun (1pm - 5pm) / up to 3 hrs	80.00
Sun (evening) / up to 3 hrs	160.00
<b>Meetings &amp; Lectures, etc.</b>	
Mon - Thurs (10am - 1pm) / up to 3 hrs	35.00
Mon - Thurs (1pm - 5pm) / up to 3 hrs	35.00
Mon - Thurs (evening) / up to 3 hrs	90.00
Fri - Sat (10am - 1pm) / up to 3 hrs	70.00
Fri - Sat (1pm - 5pm) / up to 3 hrs	70.00
Fri - Sat (evening) / up to 3 hrs	90.00
Sun (10am - 1pm) / up to 3 hrs	105.00
Sun (1pm - 5pm) / up to 3 hrs	105.00
Sun (evening) / up to 3hrs	105.00
<b>Studio Space (based on 1 session) Please note charges are not divisible</b>	
<b>Meetings &amp; Lectures, etc. - all up to 3 hr sessions - non-divisible</b>	
Mon - Sat (10am - 1pm)	35.00
Mon - Sat (1pm - 5pm)	35.00
Mon - Thurs (evening)	40.00
Fri - Sat (10am - 1pm)	35.00
Fri - Sat (1pm - 5pm)	35.00
Fri - Sat (evening)	65.00
Sun (10am - 1pm)	55.00
Sun (1pm - 5pm)	55.00
Sun (evening)	75.00
<b>Foyer</b>	
Mon - Thurs (evening)	40.00
Fri - Sat (evening)	55.00
Sun (evening)	65.00
Bazaars (9 hrs)	145.00

# See note page 5

## COMMUNITY SERVICES

<b>MALTINGS ARTS THEATRE</b>			
<b>Box Office</b>	<b>Cost</b>	<b>VAT</b>	<b>Total</b>
<b>Fixed Commission on All Ticket Sales</b>			<b>10%</b>
Tickets - Printing	17.02	2.98	<b>20.00</b>
<b>Discretionary Exemptions (on Space Hire Only)</b>			
SADC Hire			<b>100%</b>
Schools, Colleges (generic)			<b>10%</b>
Charity Fundraisers			<b>25%</b>
<b>Maltings Memberships</b>			
Family			<b>10.00</b>
Individual			<b>5.00</b>
Student			<b>2.50</b>
<b>Facilities</b>	<b>Cost</b>	<b>VAT</b>	<b>Total</b>
Lighting / Sound	114.89	20.11	<b>135.00</b>
Lighting (only)	63.83	11.17	<b>75.00</b>
Piano (inc. tuning)	68.09	11.91	<b>80.00</b>
Projector Screen	5.11	0.89	<b>6.00</b>
Flip Chart	5.11	0.89	<b>6.00</b>
Brochure Entry (with Ladder Ad)	72.34	12.66	<b>85.00</b>
Coffee (per jug)	11.74	2.06	<b>13.80</b>
6' Trestle Table Hire	5.11	0.89	<b>6.00</b>
Chair Hire	1.40	0.25	<b>1.65</b>
Small Table Hire	2.98	0.52	<b>3.50</b>
Table & Chair Hire - Assistance moving charged at Technician rate per hour.			
<b>Staffing</b>	<b>Per Hour</b>	<b>VAT</b>	<b>Total</b>
Duty Manager - all events	17.02	2.98	<b>20.00</b>
Technician	12.77	2.23	<b>15.00</b>
Bar Staff x 1	8.51	1.49	<b>10.00</b>

# The programming at The Maltings Arts Theatre was transferred to OVO theatre company with effect from 1/9/2011. OVO should be contacted directly for their current hire charges and performance and ticket prices.

## COMMUNITY SERVICES

### MUSEUMS FEES & CHARGES

#### VERULAMIUM MUSEUM

(Inclusive of VAT - Standard Rated)

£

#### Admission Charges

	Resident	- Adult	FREE
		- Junior/Student/Disabled/Benefit	FREE
	Non-Resident	- Adult	3.50
		- Junior/OAP/Student	2.00
		- Family (2 Adults and 2 Children)	10.00

#### Daytime Hire Fees for Verulamium Lecture Room (+VAT)

Time	Charitable/Community Use	Commercial / Private use
	£	£
Morning	45.00	125.00
Afternoon	45.00	125.00
Evening	55.00	180 (or £100 for less than 25 people)

A reduction of 20% for block bookings of more than 4 occasions.

#### Hire Fees for the Museum galleries and shop area (VAT Exempt)

Time	Charitable/Community Use	Commercial / Private use
	£	£
Evening Only	130.00	350.00

#### Fees for a 'Behind The Scenes' Tour or a Guided Tour of the Museum (+VAT)

Evening Only	£6 per head <u>Or</u> £150 Minimum	£10 per head <u>Or</u> £400 Minimum
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#### School Teaching Sessions

Verulamium Museum	60.00
Museum of St Albans	60.00
Cancellation Fee	25% of expected fee
Outreach Talks	60.00
Trail Sessions	20.00

#### External Charges (Excluding Materials)

Conservation (Per Hour)	30.00
Design (Per Hour)	30.00
Photography (Per Hour)	30.00
Technical (Per Hour)	20.00
Senior Consultancy (Per Day)	325.00

#### Archaeological Watching Briefs

Daily Charges	
- Private	FREE (1ST DAY)
- Commercial	200.00
Environmental	
- Private	AT COST
- Commercial	AT COST
Office Work	
- Private	FREE
- Commercial	100.00
Report Writing	
- Private	FREE
- Commercial	400.00

## COMMUNITY SERVICES

(Inclusive of VAT Standard Rated)		
<u>LEISURE CENTRE FEES (Leisure Connection Ltd)</u>	Maximum Charge	Residents Charge
<u>MAXIMUM FEES &amp; CHARGES</u>	£	£
Schools Swimming (including instructor)	1.10	1.00
Schools Swimming (excluding instructor)	0.90	0.80
Junior Swimming Lessons (including instructor / pro rata per half hour)	4.65	4.20
Under 5's Swimming during public sessions	No Charge	No Charge
Swimming Pool hire by clubs that are run primarily for people with disabilities	Junior Concession Rate	Junior Concession Rate
Batchwood Indoor Tennis Court (including Airhall) per hour	18.05	16.25
Batchwood Priority Booking Card (adult)	47.75	43.00
Batchwood Bowls Season Card (adult)	51.65	46.50
Batchwood Bowls Season Card (junior)	25.85	23.25
Batchwood Bowls (adult) per hour	2.30	2.10
Batchwood Bowls (junior/OAP) per hour	1.10	1.00
User/Staff card for Residents and Authority Staff	No Charge	No Charge



## COMMUNITY SERVICES

### GROUNDS MAINTENANCE/JOHN O'CONNOR LTD

	£
<b><u>CRICKET</u></b>	
VAT not applicable for seasonal Charges	
<b><u>Verulamium</u></b>	
- table 1 & 2	49.10
- dressing room	19.20
<b><u>Rothamsted Park</u></b>	
- table 1	49.10
- table 2	49.10
- dressing room	19.20
<b><u>Verulamium Park - Cricket Pavilion</u></b>	
- use of toilets (Netball season)	22.14
- use of toilets ( half Netball season)	11.07
- casual hire	19.10
- dressing room	19.20
<b><u>St Albans Cricket Club</u></b>	
- practice	197.44
- seasonal charge	4,139.94
- per game per day senior	86.30
- per game per day junior	47.18
<b><u>TENNIS</u></b>	
<b><u>All Courts at Clarence Park (per Hour)</u></b>	
- adult	5.55
- junior	2.66
<b><u>CROQUET</u></b>	
<b><u>At Clarence Park (per Hour)</u></b>	
Seasonal club	143.00

## COMMUNITY SERVICES

	£
<b><u>SOCCER</u></b>	
<b><u>W/Bird, V-Pk, R-Pk, Cunningham Hill grass pitches ( Soccer )</u></b>	
Season Weekly	
- pitch	804.70
- dressing rooms	390.98
- C-Ham Hill dressing rooms	123.80
Season alternate weeks	
- pitch	402.35
- dressing rooms	195.35
- C-Ham Hill dressing rooms	61.90
Casual	
- Soccer pitch	40.55
- dressing rooms	19.20
- C-Ham Hill dressing rooms	10.10
<b><u>William Bird ( enclosed pitch) 30 Games</u></b>	
- seasonal pitch charge	851.00
- use of 4 dressing rooms	781.96
- casual pitch	47.92
- casual dressing rooms	19.20
- alternate weeks - pitch (15 games)	425.38
- alternate weeks - 2 dressing rooms	195.35
<b><u>Rothamsted Park Junior grass pitches (Soccer )</u></b>	
Season Weekly	
- pitch	363.94
- dressing rooms	196.04
Season alternate weeks	
- pitch	189.80
- dressing rooms	97.86
Casual	
- pitch	21.77
- dressing rooms	14.94
Junior Training Pitches (District wide)	
- season Weekly (30 weeks)	183.57
-season alternate weeks (15 weeks)	91.78
-casual - pitch	6.94
<b><u>Foxcroft, Cotlandswick, Marlborough Pavillion grass pitches ( Soccer only )</u></b>	
Season Weekly -30 weeks	
- pitch	489.33
- Marlborough Pavillion dressing room	371.11
Casual - pitch	18.50
Season Alternative Weeks - 15 weeks	
- pitch	244.66
- Marlborough Pavillion dressing room	181.96
Casual - junior pitch	7.71

## COMMUNITY SERVICES

<b><u>CEMETERIES</u></b>	£
<b><u>INTERMENTS</u></b>	
<b><u>General Grave</u></b>	
Foetal Remains/Stillbirth (No Charge)	
Child up to 16 years	65.00
Adult (16+)	205.00
<b><u>Private Grave</u></b>	
Child up to 16 years	97.00
Adult (16+)	475.00
Chamber Grave	1,225.00
Bricked Grave (At Cost)	
Scattering under turf or Burial of ashes in urn	97.00
<b><u>PURCHASE FEES</u></b>	
New grave and reserved graves	425.00
Reclaimed grave	325.00
Children's grave	60.00
Cremated remains plot	158.00
Personal garden - 25 year lease	850.00
Vase block - 10 year lease	375.00
<b><u>SUNDRY FEES</u></b>	
Hire of Chapel (Hatfield Road)	65.00
Transfer of Exclusive Right of Burial	50.00
Search Fees (30 minutes+)	35.00
Certified copy of entry of burial (Discretionary)	35.00
Late Fee (each 30 minutes over)	45.00
Memorial Plinth/Concrete Foundation	55.00
<b><u>MEMORIALS</u></b>	
Rail/chain/kerb - adult	155.00
Rail/chain/kerb - children	67.00
Headstone/footstone/book/cross	125.00
Vase	55.00
Plaque/Tablet	55.00
Memorial Bench (At Cost-Minimum Cost Shown)	700.00
Additional inscription	30.00

Exhumation to be charged at actual cost, including administration cost.

Cancellation fee to be charged at 70% of cost.

Out of hours burials subject to staff availability. Extra charges apply.

All charges to be doubled for non-residents.

**NB St Albans District Council reserves the right to vary the fees or the facilities offered.**

## COMMUNITY SERVICES

### ALLOTMENT CHARGES 2010/2011 AND 2011/2012

#### 1 BACKGROUND

1.1 Any proposed increases in allotment rents have to be notified to tenants at least twelve months in advance of the date of the increase.

1.2 Rents were historically expressed as a cost per pole and a pole is equal to 30.25 square yards. An average size plot is 10 poles, although half size 5 pole plots are also available to rent. Charges are now referred to on a cost per plot basis. Charges are now referred to on a cost per plot basis.

#### 2 CHARGES - 2010/2011 & 2011/2012

	<b>2010/2011 Charge</b>	<b>2011/2012 Charge</b>
	£	
Price per Plot (10 Poles)	<b>36.00</b>	<b>37.44</b>
Price per Half Plot (5 Poles)	<b>18.00</b>	<b>18.72</b>
Price per Plot reduced rate for pensioners/low income groups	<b>16.50</b>	<b>17.16</b>
Price per Half Plot reduced rate for pensioners/low income groups	<b>10.10</b>	<b>10.50</b>
New minimum charge	<b>10.10</b>	<b>10.50</b>
Introduction Charge	<b>0</b>	<b>10.00</b>

## COMMUNITY SERVICES

### COLLECTION OF BULKY REFUSE

(VAT - Outside Scope)

Collection of up to 6 items	24.00
Low income groups	N/A

### RECYCLING

(Inclusive of VAT - Standard Rated)

Processing fees are reviewed periodically and set in line with costs. Please refer to schedule available from Environmental Services.

### MARKET

(VAT - Exempt)

	Wednesday	Saturday
	£	£
10ft Stall	37.00	47.00
Table	30.00	37.00
Use of Van - Large	37.00	47.00
Extensions	8.00	13.00
Charity Stall	N/A	9.00
Charity Table	7.50	N/A

### Farmer's Market :

(VAT - Exempt)

	St. Albans	Wheathampstead
	£	£
10ft Stall	30.00	27.00
Use of Van	30.00	27.00
Hall	-	21.00

### STREET TRADING

(VAT - Outside Scope)

	£
Static Site Traders	
Market place & St. Peters Street	1,000.00
Other pitches	750.00
Mobile traders	500.00
Daily Rates (for short term traders at Officers discretion)	
Static Sites	45.00

## FINANCE

### CONCESSIONARY TRAVEL SCHEME

(VAT - Zero Rated)

Free Travel Permit

No Charge

For over 60's or persons with disabilities (with Doctors certificate)

Companion Permits - Persons with disabilities and companions

No Charge

Replacement Permit - Administration charge

5.00

## HEAD OF HOUSING

<b><u>MOBILE HOME SITES</u></b> (VAT - Exempt)	£ 2009/10	£ 2010/11	£ Increase
Drakes Drive	16.42	16.91	0.49
Woodvale Park	15.82	16.29	0.47
Meadow Close	15.82	16.29	0.47
Peters Avenue	14.94	15.39	0.45
<b><u>GARAGES</u></b>			
Council Tenants - (VAT is exempt on the first two garages but paid on three or more).	8.02	8.42	
Private Tenant - (Inclusive of VAT - standard rated).	9.42	9.89	

**N.B.** The above figures are based on 50 weeks with two rent free weeks at Christmas

## LEGAL, DEMOCRATIC & REGULATORY SERVICES

### **REGISTER OF ELECTORS**

(Price fixed by Home Office regulations )

(VAT - Outside Scope)

#### **Sale of Copies of Register of Electors**

Data Form	£20 plus £1.50	Per 1000 Electors or Part
Printed Form	£10 plus £5.00	Per 1000 Electors or Part

#### **List of Overseas Electors**

Data Form	£20 plus £1.50	Per 1000 Electors or Part
Printed Form	£10 plus £5.00	Per 1000 Electors or Part

#### **Other Fees**

Certificate of Entry	£ 10.00	Per Certificate
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## LEGAL, DEMOCRATIC & REGULATORY SERVICES

<u>LOCAL LAND CHARGES FEES</u>		
<u>OFFICIAL LOCAL AUTHORITY SEARCHES</u>		£
Standard Search (LLC1 and Con29R)	Residential and Commercial	170.00
Extra Parcels	Residential	12.50 each
Extra Parcels	Commercial	25.00 each
Each Additional Printed Enquiry (Con29 Part 2)	(Q4-21)	9.00
	(Q22)	14.00
	(Q22) sent on its own	39.00
Con29 Part One (without LLC1)	Residential and Commercial	140.00
Each Additional Solicitors Enquiry		10.00
LLC1 (Certificate Search)		30.00
Extra Parcels for LLC1 search only		12.50
Personal Search <i>Currently set by government</i>		22.00

## LEGAL, DEMOCRATIC & REGULATORY SERVICES

### COUNCIL OFFICES - ROOM HIRE

(VAT - Exempt / Standard Rated with Facilities)

	£
<b><u>Council Chamber</u></b>	
Day / Evening - (Up to 3 hours)	170.00
Whole Day	250.00
<b><u>Committee Room</u></b>	
Day / Evening - (Up to 3 hours)	100.00
Whole Day	160.00
<b><u>Interview Room</u></b>	
Day / Evening - (Up to 3 hours)	40.00
Whole Day	50.00
<b><u>EQUIPMENT HIRE</u></b>	
Per Session - (Up to 3 hours)	30.00
Whole Day	60.00

## LEGAL, DEMOCRATIC & REGULATORY SERVICES

### HACKNEY CARRIAGES AND

### PRIVATE HIRE VEHICLES

(VAT - Outside Scope)

	<u>Period</u>	£
<b>Resident</b>		
Vehicle	- Annual Licence 1 year	300.00
Drivers	- Tri-Annual Licence 3 years	200.00
	- Over 70 1 year	32.00
	- (costs pro rata from 67 to 70)	
Hackney Carriage driver taking out Private Hire	3 years	200.00
<b>Non Resident</b>		
Vehicle	- Annual Licence 1 year	360.00
Drivers	- Tri-Annual Licence 3 years	250.00
	- Over 70 1 year	37.00
	- (costs pro rata from 67 to 70)	
Hackney Carriage driver taking out Private Hire	3 years	250.00
Private Hire Operators	1 year	300.00
Knowledge Test - Hackney Carriage/Private Hire		95.00
Knowledge Test - Hackney Carriage/Private Hire (Re-takes)		64.00
DVLA - Motoring Conviction Check		5.50
Badge - Fee		10.00
Plates - Deposit		102.00
Transfer of Ownership - Vehicle/Driver		108.00
Mogo Plate Replacement External		21.00
Mogo Brackets Replacement		10.00
Internal Plate Replacement		8.00
Livery/Stripes		41.00
Livery/Number (each)		1.00
Livery Crest (each)		4.00
Illuminous Fare Chart		10.00
Criminal Records Bureau Police Check		42.00
Disability Training Course		30.00
Duplicate Licences	- Vehicles	1.00
	- Drivers	0.50
	- Clips	0.50

## LEGAL, DEMOCRATIC & REGULATORY SERVICES

### THE COUNCIL OF THE CITY AND DISTRICT OF ST ALBANS

**ALL CHARGES PROPOSED ARE PER VISIT UNLESS STATED AS WEEKLY**

**PROPOSED CHARGE:**

Adelaide Street Car Park, St Albans	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours Weekly	60p £1.10 £2.20 £3.00 £8.50 £27.00
Amenbury Lane Car Park, Harpenden  (Leisure users up to 3 hours free, subject to display of voucher from centre reception)	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours Weekly	60p £1.10 £2.20 £3.00 £8.50 £27.00
Bowers Way East Car Park, Harpenden	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours Weekly	60p £1.10 £2.20 £3.00 £6.50 £27.00
Bowers Way West Car Park, Harpenden	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours Weekly	60p £1.10 £2.20 £3.00 £8.50 £27.00
Bricket Road North Car Park, St Albans	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours Weekly	60p £1.10 £2.20 £3.00 £8.50 £27.00
Civic Centre, Car Park (Basement) St Albans	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours Weekly	60p £1.10 £2.20 £3.00 £8.50 £27.00
Civic Centre, Car Park (Ground and First Floor) St Albans	Saturday only (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours	60p £1.10 £2.20 £3.00 £8.50
Clarence Park Car Park, St Albans  (* Subject to displaying a free pay and display ticket)	Monday-Friday inclusive (07:30am to 18:30pm) Up to 3 hours Up to 5 hours Up to 24 hours	Free * £1.00 £4.00

## LEGAL, DEMOCRATIC & REGULATORY SERVICES

Gombards Car Park, Upton Avenue, St Albans	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours	60p £1.10 £2.20 £3.00 £8.50
Keyfield Terrace, St Albans	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours	60p £1.10 £2.20 £3.00 £8.50
London Road Car Park, St Albans	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours	60p £1.10 £2.20 £3.00 £8.50
Lydekker Car Park, Sun Lane, Harpenden	Monday-Friday inclusive* (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours	60p £1.10 £2.20 £3.00 £8.50
Townsend Avenue Car Park, St Albans	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours	60p £1.10 £2.20 £3.00 £8.50
Verulamium Car Park, St Michaels Street, St Albans	Monday-Sunday inclusive (09:30am to 18:30pm) Up to 3 hours Up to 24 hours	£1.00 £3.00
Westminster Lodge Car Park, St Albans	Monday-Sunday inclusive (07:30am to 18:30pm) Up to 3 hours Up to 5 hours Up to 24 hours	Free * £1.20 £3.00
(* Subject to displaying a free pay and display ticket)		
St Albans City Centre MSCP, (Drovers Way & Russell Avenue), St Albans	Monday-Saturday inclusive (07:30am to 18:30pm) Up to 30 min Up to 1 hour Up to 2 hours Up to 5 hours Up to 24 hours	60p £1.10 £2.20 £3.00 £8.50
<b>NOTE: Car Parks Free on Sunday and Bank Holidays unless otherwise stated</b>		
<b>PROPOSED CHARGES FOR SEASON TICKETS:</b>		
Premier Parking	£1100.00 per annum	
Annual Season Tickets	£900.00 per annum	
Quarterly Season Tickets (Townsend Avenue car park)	£64.00 per quarter	
Annual Permits for Senior Citizens	£45.00 per annum	

## LEGAL, DEMOCRATIC & REGULATORY SERVICES

<b><u>On Street</u></b>		
<b><u>Pay and Display</u></b>		
St Albans	Up to 1 hour	£1.10
	Up to 2 hours	£2.20
Bricket Road	Up to 1 hour	£1.00
	Up to 2 hours	£2.20
	Up to 4 hours	£3.00
Harpenden	Up to 2 hours	£1.70
<b><u>Permits</u></b>		
All Day Resident Permits - St Albans	1st Vehicle	£38.00
	2nd Vehicle	£130.00
	3rd Vehicle	£280.00
Part Day Resident Permits - St Albans	1st Vehicle	£19.00
	2nd Vehicle	£65.00
	3rd Vehicle	£140.00
Residents Permits - St Albans Zone E	1st Vehicle	£48.00
	2nd Vehicle	£160.00
	3rd Vehicle	£320.00
Harpenden	1st Vehicle	£30.00
	2nd Vehicle	£60.00
	3rd Vehicle	£135.00
Visitor Permits	Book of 10	£3.50
All Day Business - St Albans		£450.00
Part Day Business - St Albans		£225.00
Works Permits	Per Week	£10.00
Healthcare Permits		£5.00
Bay Suspensions	Per Bay	£10.00
Skip Permits	1st Week	£15.00
	Thereafter	£10.00
Yellow Line Waiver	Per Day	£10.00
Penalty Charge Notices served under the Traffic Management Act 2004, in accordance with The Civil Enforcement of Parking Contraventions (England) General Regulations 2007		
Currently		
Higher Level Contraventions - £70, discounted to £35 if payment made within 14 days		
Lower Level Contraventions - £50, discounted to £25 if payment made within 14 days		

## LEGAL, DEMOCRATIC & REGULATORY SERVICES

### **SCHEDULE OF CAR PARKS WITH LEASED SPACES**

Adelaide Street (north), St Albans.	11 spaces, leased.
Alexandra Road, St Albans.	12 spaces, leased.
Bedford Road, St Albans.	16 spaces, leased.
Boundary Road, St Albans.	3 spaces, leased.
Inkerman Road, St Albans.	15 spaces, leased.
New Kent Road, St Albans.	4 spaces, leased.
Liverpool Road, St Albans	20 spaces, leased.

### **GARAGES & RESERVE SPACES - RENTS**

(Inclusive of VAT)

£

Garages	494.00 p.a. ( 123.50 per quarter)	plus VAT
Garages - Gombards	474.00 p.a. ( 118.50 per quarter)	plus VAT *
Reserved Spaces	401.00 p.a. ( 100.25 per quarter)	plus VAT

Note :- Three months notice of increase must be given.

## **PLANNING**

### **BUILDING REGULATIONS CONTROL**

Local Authorities are authorised by the Building (Local Authority Charges) Regulations 1998 to charge in respect of Building Control Services as follows:-

#### **1. Full Plans**

- The Plan fee must be paid on the deposit of the plans with Council.

#### **2. Building Notices**

- The fee must be paid when The Notice is submitted to The Council.

#### **3. Inspection Fees**

- This will be payable after the first inspection has been undertaken.

#### **4. Regularisation Fee**

- This is 120% of the Building Notice charge.

#### **5. Exemption**

- Where work is to provide access and facilities in an existing dwelling or is an extension to store or provide medical treatment for a disabled person no charge is required.

#### **6. Total Estimated Cost**

- This means a reasonable estimate that would be charged by a professional builder but excluding professional fees and VAT.

#### **7. Multiple Works**

- Where plans show more than one type of work (ie two separate extensions) the charge payable is aggregated accordingly.

#### **8. Minor Work**

- Where the work is estimated as costing under £5000 the total charge is payable on deposit of the plans.

#### **9. S.A.P. Calculation Service**

- £94.00 per submission.



## PLANNING

**TABLE TO SCHEDULE 1 : NEW HOUSES, BUNGALOWS AND FLATS**

Not Exceeding 300m <sup>2</sup> or 3 Storeys				
No. of Dwellings	Plan Fee (£)	Inspection Fee (£)	Building Notice Fee (£)	
1	200.00	500.00	700.00	
2	265.00	670.00	935.00	
3	340.00	825.00	1,165.00	
4	415.00	950.00	1,365.00	
5	495.00	1,045.00	1,540.00	
6	575.00	1,175.00	1,750.00	
7	600.00	1,250.00	1,850.00	
8	625.00	1,445.00	2,070.00	
9	650.00	1,650.00	2,300.00	
10	655.00	1,870.00	2,525.00	

\* If over 10 dwellings please contact Building Control department

\* All fees **include** VAT at 17.5%

Supplementary Charges	
Exempt building works registration	£50.00
Additional Copies of Decision Notices	£20.00
Completion Certificates	£30.00

**TABLE TO SCHEDULE 2 : REPLACEMENT WINDOWS, DOORS AND ROOF LIGHTS**

Cost of work under £2,000	£100.00
Cost of work over £2,001-£5,000	£150.00
Cost of work over £5,001-£10,000	£200.00
Cost of work over £10,000	Refer to Schedule 3 (Cost of Works)

**TABLE TO SCHEDULE 2 : ELECTRICAL WORKS**

Cost of work under £2,000	£150.00
Cost of work over £2,001-£5,000	£200.00
Cost of work over £5,001-£10,000	£250.00
Cost of work over £10,000	Refer to Schedule 3 (Cost of Works)

**TABLE TO SCHEDULE 2 : SMALL DOMESTIC GARAGES AND CARPORTS**

Type of Works	Plan Fee (£)	Inspection Fee (£)	Building Notice Fee (£)	Regularisation Fee (£)
Detached Garage or Carport under 40m <sup>2</sup>	160.00	-	160.00	163.40
Detached Garage or Carport over 40m <sup>2</sup> and under 60m <sup>2</sup>	160.00	190.00	350.00	357.44

\* All fees **include** VAT at 17.5%

**TABLE TO SCHEDULE 2 : SMALL DOMESTIC EXTENSIONS**

Type of Works	Plan Fee (£)	Inspection Fee (£)	Building Notice Fee (£)	Regularisation Fee (£)
Extension under 10m <sup>2</sup>	160.00	190.00	350.00	357.44
Extension over 10m <sup>2</sup> and under 40m <sup>2</sup>	160.00	340.00	500.00	510.64
Extension over 40m <sup>2</sup> and under 60m <sup>2</sup>	160.00	500.00	660.00	674.04

\* Extension over 60m<sup>2</sup> Refer to Schedule 3 (Cost of Works)

\* All fees **include** VAT at 17.5%

**TABLE TO SCHEDULE 2 : LOFT AND GARAGE CONVERSIONS**

Type of Works	Plan Fee (£)	Inspection Fee (£)	Building Notice Fee (£)	Regularisation Fee (£)
Loft Conversion	160.00	340.00	500.00	510.64
Garage Conversion	260.00	-	260.00	265.53

\* All fees **include** VAT at 17.5%

**PLANNING**

**BUILDING REGULATIONS CONTROL (CONTINUED)**

TABLE TO SCHEDULE 3 : COST OF WORKS				
Cost of Works (£)		Plan Fee (£)	Inspection Fee (£)	Building Notice Fee (£)
0.00	2,000.00	117.50	0.00	117.50
2,000.01	5,000.00	193.88	0.00	193.88
5,000.01	6,000.00	51.11	153.34	204.45
6,000.01	7,000.00	53.76	161.27	215.03
7,000.01	8,000.00	56.40	169.20	225.60
8,000.01	9,000.00	59.04	177.13	236.18
9,000.01	10,000.00	61.69	185.06	246.75
10,000.01	11,000.00	64.33	192.99	257.33
11,000.01	12,000.00	66.98	200.93	267.90
12,000.01	13,000.00	69.62	208.86	278.48
13,000.01	14,000.00	72.26	216.79	289.05
14,000.01	15,000.00	74.91	224.72	299.63
15,000.01	16,000.00	77.55	232.65	310.20
16,000.01	17,000.00	80.19	240.58	320.78
17,000.01	18,000.00	82.84	248.51	331.35
18,000.01	19,000.00	85.48	256.44	341.93
19,000.01	20,000.00	88.13	264.38	352.50
20,000.01	21,000.00	90.48	271.43	361.90
21,000.01	22,000.00	92.83	278.48	371.30
22,000.01	23,000.00	95.18	285.53	380.70
23,000.01	24,000.00	97.53	292.58	390.10
24,000.01	25,000.00	99.88	299.63	399.50
25,000.01	26,000.00	102.23	306.68	408.90
26,000.01	27,000.00	104.58	313.73	418.30
27,000.01	28,000.00	106.93	320.78	427.70
28,000.01	29,000.00	109.28	327.83	437.10
29,000.01	30,000.00	111.63	334.88	446.50
30,000.01	31,000.00	113.98	341.93	455.90
31,000.01	32,000.00	116.33	348.98	465.30
32,000.01	33,000.00	118.68	356.03	474.70
33,000.01	34,000.00	121.03	363.08	484.10
34,000.01	35,000.00	123.38	370.13	493.50
35,000.01	36,000.00	125.73	377.18	502.90
36,000.01	37,000.00	128.08	384.23	512.30
37,000.01	38,000.00	130.43	391.28	521.70
38,000.01	39,000.00	132.78	398.33	531.10
39,000.01	40,000.00	135.13	405.38	540.50
40,000.01	41,000.00	137.48	412.43	549.90
41,000.01	42,000.00	139.83	419.48	559.30
42,000.01	43,000.00	142.18	426.53	568.70
43,000.01	44,000.00	144.53	433.58	578.10
44,000.01	45,000.00	146.88	440.63	587.50
45,000.01	46,000.00	149.23	447.68	596.90
46,000.01	47,000.00	151.58	454.73	606.30
47,000.01	48,000.00	153.93	461.78	615.70
48,000.01	49,000.00	156.28	468.83	625.10
49,000.01	50,000.00	158.63	475.88	634.50
50,000.01	51,000.00	160.98	482.93	643.90
51,000.01	52,000.00	163.33	489.98	653.30

TABLE TO SCHEDULE 3 : COST OF WORKS				
Cost of Works (£)		Plan Fee (£)	Inspection Fee (£)	Building Notice Fee (£)
52,000.01	53,000.00	165.68	497.03	662.70
53,000.01	54,000.00	168.03	504.08	672.10
54,000.01	55,000.00	170.38	511.13	681.50
55,000.01	56,000.00	172.73	518.18	690.90
56,000.01	57,000.00	175.08	525.23	700.30
57,000.01	58,000.00	177.43	532.28	709.70
58,000.01	59,000.00	179.78	539.33	719.10
59,000.01	60,000.00	182.13	546.38	728.50
60,000.01	61,000.00	184.48	553.43	737.90
61,000.01	62,000.00	186.83	560.48	747.30
62,000.01	63,000.00	189.18	567.53	756.70
63,000.01	64,000.00	191.53	574.58	766.10
64,000.01	65,000.00	193.88	581.63	775.50
65,000.01	66,000.00	196.23	588.68	784.90
66,000.01	67,000.00	198.58	595.73	794.30
67,000.01	68,000.00	200.93	602.78	803.70
68,000.01	69,000.00	203.28	609.83	813.10
69,000.01	70,000.00	205.63	616.88	822.50
70,000.01	71,000.00	207.98	623.93	831.90
71,000.01	72,000.00	210.33	630.98	841.30
72,000.01	73,000.00	212.68	638.03	850.70
73,000.01	74,000.00	215.03	645.08	860.10
74,000.01	75,000.00	217.38	652.13	869.50
75,000.01	76,000.00	219.73	659.18	878.90
76,000.01	77,000.00	222.08	666.23	888.30
77,000.01	78,000.00	224.43	673.28	897.70
78,000.01	79,000.00	226.78	680.33	907.10
79,000.01	80,000.00	229.13	687.38	916.50
80,000.01	81,000.00	231.48	694.43	925.90
81,000.01	82,000.00	233.83	701.48	935.30
82,000.01	83,000.00	236.18	708.53	944.70
83,000.01	84,000.00	238.53	715.58	954.10
84,000.01	85,000.00	240.88	722.63	963.50
85,000.01	86,000.00	243.23	729.68	972.90
86,000.01	87,000.00	245.58	736.73	982.30
87,000.01	88,000.00	247.93	743.78	991.70
88,000.01	89,000.00	250.28	750.83	1,001.10
89,000.01	90,000.00	252.63	757.88	1,010.50
90,000.01	91,000.00	254.98	764.93	1,019.90
91,000.01	92,000.00	257.33	771.98	1,029.30
92,000.01	93,000.00	259.68	779.03	1,038.70
93,000.01	94,000.00	262.03	786.08	1,048.10
94,000.01	95,000.00	264.38	793.13	1,057.50
95,000.01	96,000.00	266.73	800.18	1,066.90
96,000.01	97,000.00	269.08	807.23	1,076.30
97,000.01	98,000.00	271.43	814.28	1,085.70
98,000.01	99,000.00	273.78	821.33	1,095.10
99,000.01	100,000.00	276.13	828.38	1,104.50
100,000.01	101,000.00	277.15	831.46	1,108.61
101,000.01	102,000.00	278.18	834.54	1,112.73
102,000.01	103,000.00	279.21	837.63	1,116.84

\* All fees include VAT at 17.5%

## PLANNING

### BUILDING REGULATIONS CONTROL (CONTINUED)

TABLE TO SCHEDULE 3 : COST OF WORKS				
Cost of Works (£)		Plan Fee (£)	Inspection Fee (£)	Building Notice Fee (£)
103,000.01	104,000.00	280.24	840.71	1,120.95
104,000.01	105,000.00	281.27	843.80	1,125.06
105,000.01	106,000.00	282.29	846.88	1,129.18
106,000.01	107,000.00	283.32	849.97	1,133.29
107,000.01	108,000.00	284.35	853.05	1,137.40
108,000.01	109,000.00	285.38	856.13	1,141.51
109,000.01	110,000.00	286.41	859.22	1,145.63
110,000.01	111,000.00	287.43	862.30	1,149.74
111,000.01	112,000.00	288.46	865.39	1,153.85
112,000.01	113,000.00	289.49	868.47	1,157.96
113,000.01	114,000.00	290.52	871.56	1,162.08
114,000.01	115,000.00	291.55	874.64	1,166.19
115,000.01	116,000.00	292.58	877.73	1,170.30
116,000.01	117,000.00	293.60	880.81	1,174.41
117,000.01	118,000.00	294.63	883.89	1,178.53
118,000.01	119,000.00	295.66	886.98	1,182.64
119,000.01	120,000.00	296.69	890.06	1,186.75
120,000.01	121,000.00	297.72	893.15	1,190.86
121,000.01	122,000.00	298.74	896.23	1,194.98
122,000.01	123,000.00	299.77	899.32	1,199.09
123,000.01	124,000.00	300.80	902.40	1,203.20
124,000.01	125,000.00	301.83	905.48	1,207.31
125,000.01	126,000.00	302.86	908.57	1,211.43
126,000.01	127,000.00	303.88	911.65	1,215.54
127,000.01	128,000.00	304.91	914.74	1,219.65
128,000.01	129,000.00	305.94	917.82	1,223.76
129,000.01	130,000.00	306.97	920.91	1,227.88
130,000.01	131,000.00	308.00	923.99	1,231.99
131,000.01	132,000.00	309.03	927.08	1,236.10
132,000.01	133,000.00	310.05	930.16	1,240.21
133,000.01	134,000.00	311.08	933.24	1,244.33
134,000.01	135,000.00	312.11	936.33	1,248.44
135,000.01	136,000.00	313.14	939.41	1,252.55
136,000.01	137,000.00	314.17	942.50	1,256.66
137,000.01	138,000.00	315.19	945.58	1,260.78
138,000.01	139,000.00	316.22	948.67	1,264.89
139,000.01	140,000.00	317.25	951.75	1,269.00
140,000.01	141,000.00	318.28	954.83	1,273.11
141,000.01	142,000.00	319.31	957.92	1,277.23
142,000.01	143,000.00	320.33	961.00	1,281.34
143,000.01	144,000.00	321.36	964.09	1,285.45
144,000.01	145,000.00	322.39	967.17	1,289.56
145,000.01	146,000.00	323.42	970.26	1,293.68
146,000.01	147,000.00	324.45	973.34	1,297.79
147,000.01	148,000.00	325.48	976.43	1,301.90
148,000.01	149,000.00	326.50	979.51	1,306.01
149,000.01	150,000.00	327.53	982.59	1,310.13
150,000.01	151,000.00	328.56	985.68	1,314.24
151,000.01	152,000.00	329.59	988.76	1,318.35

TABLE TO SCHEDULE 3 : COST OF WORKS				
Cost of Works (£)		Plan Fee (£)	Inspection Fee (£)	Building Notice Fee (£)
152,000.01	153,000.00	330.52	991.85	1,322.46
153,000.01	154,000.00	331.64	994.93	1,326.58
154,000.01	155,000.00	332.67	998.02	1,330.69
155,000.01	156,000.00	333.70	1,001.10	1,334.80
156,000.01	157,000.00	334.73	1,004.18	1,338.91
157,000.01	158,000.00	335.76	1,007.27	1,343.03
158,000.01	159,000.00	336.78	1,010.35	1,347.14
159,000.01	160,000.00	337.81	1,013.44	1,351.25
160,000.01	161,000.00	338.84	1,016.52	1,355.36
161,000.01	162,000.00	339.87	1,019.61	1,359.48
162,000.01	163,000.00	340.90	1,022.69	1,363.59
163,000.01	164,000.00	341.93	1,025.78	1,367.70
164,000.01	165,000.00	342.95	1,028.86	1,371.81
165,000.01	166,000.00	343.98	1,031.94	1,375.93
166,000.01	167,000.00	345.01	1,035.03	1,380.04
167,000.01	168,000.00	346.04	1,038.11	1,384.15
168,000.01	169,000.00	347.07	1,041.20	1,388.26
169,000.01	170,000.00	348.09	1,044.28	1,392.38
170,000.01	171,000.00	349.12	1,047.37	1,396.49
171,000.01	172,000.00	350.15	1,050.45	1,400.60
172,000.01	173,000.00	351.18	1,053.53	1,404.71
173,000.01	174,000.00	352.21	1,056.62	1,408.83
174,000.01	175,000.00	353.23	1,059.70	1,412.94
175,000.01	176,000.00	354.26	1,062.79	1,417.05
176,000.01	177,000.00	355.29	1,065.87	1,421.16
177,000.01	178,000.00	356.32	1,068.96	1,425.28
178,000.01	179,000.00	357.35	1,072.04	1,429.39
179,000.01	180,000.00	358.38	1,075.13	1,433.50
180,000.01	181,000.00	359.40	1,078.21	1,437.61
181,000.01	182,000.00	360.43	1,081.29	1,441.73
182,000.01	183,000.00	361.46	1,084.38	1,445.84
183,000.01	184,000.00	362.49	1,087.46	1,449.95
184,000.01	185,000.00	363.52	1,090.55	1,454.06
185,000.01	186,000.00	364.54	1,093.63	1,458.18
186,000.01	187,000.00	365.57	1,096.72	1,462.29
187,000.01	188,000.00	366.60	1,099.80	1,466.40
188,000.01	189,000.00	367.63	1,102.88	1,470.51
189,000.01	190,000.00	368.66	1,105.97	1,474.63
190,000.01	191,000.00	369.68	1,109.05	1,478.74
191,000.01	192,000.00	370.71	1,112.14	1,482.85
192,000.01	193,000.00	371.74	1,115.22	1,486.96
193,000.01	194,000.00	372.77	1,118.31	1,491.08
194,000.01	195,000.00	373.80	1,121.39	1,495.19
195,000.01	196,000.00	374.83	1,124.48	1,499.30
196,000.01	197,000.00	375.85	1,127.56	1,503.41
197,000.01	198,000.00	376.88	1,130.64	1,507.53
198,000.01	199,000.00	377.91	1,133.73	1,511.64
199,000.01	200,000.00	378.94	1,136.81	1,515.75
200,000.01	201,000.00	379.97	1,139.90	1,519.86

\* If over £201,000.00 please contact Building Control department

\* All fees include VAT at 17.5%

## PLANNING

### PLANNING DOCUMENTS

(Inclusive of VAT - Standard Rated)

#### Copies of Documents

	£	
O.S. Plans	18.13	- 2 copies
	19.05	- 4 copies
Copy Decision Notice	17.00	
Copy Plans (A3 to A0)	5.50	
Copy Smaller Plans (A4)	3.00	
Copies of Third Party Letters	5.25	minimum charge 60p per sheet
Copies of Planning Applications	6.00	
Copies of Agenda Pages		
- Residential	0.10	per A4 double sided
- Non Residential	2.40	per A4 double sided
Photocopies	0.60	per double sided

#### Landscaping

Copies of Tree Preservation Orders	20.00
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### REVISED CHARGING FOR PLANNING MEETINGS WITH OFFICERS

Under the provisions of the Planning and Compensation Act 2003 (Section 53), Local Planning authorities are able to charge for informal meetings with applicants, agents, architects etc. On 8 September 2009 it was agreed by the Council's Cabinet to increase the existing charges commencing **1 October 2009**.

The revised charges will be as follows (per hour or part thereof):

BAND A MAJOR PROPOSALS (10 dwellings or more, 100 sq m, 1 ha)	UP TO £600
BAND B MINOR PROPOSALS (under 10 dwellings, under 1000 sq m)	£250
BAND C OTHER PROPOSALS (domestic extensions, adverts)	£50

#### Exemptions

Householders wishing to discuss applications with respect to their homes

Free up to 1 hour Consultation.

## PLANNING

### PLANNING

(VAT - Standard Rated)

#### 1) City and District of St Albans District Plan Review

i) Plan adopted (November 1994)

	COLLECT	POST
	£	£
Written Statement	25.00	30.00
Proposals Map (4 sheets) - each	10.00	11.50
St Albans City Centre Inset Map	10.00	11.50
Harpenden Town Centre Inset Map	10.00	11.50
Fleetville Inset Map	10.00	11.50
London Colney Inset Map	10.00	11.50
<b>TOTAL PACKAGE (Adopted Plan)</b>	<b>95.00</b>	<b>103.00</b>

Supplemental Planning Guidance - Affordable Housing

15.00

17.00

Supplemental Planning Guidance - Residential Extensions and

Replacement Dwellings in the Green Belt

15.00

17.00

Revised Parking Policies and Standards (January 2002)

Free

1.00

#### 2) Local Development Framework (LDF)

Core Strategy DPD Issues and Options Consultation (July 2007)

15.00

17.00

Joint DPD Issues and Options Consultation (May 2006)

15.00

17.00

Housing Monitoring Report (April 2008)

15.00

17.00

Shopping Monitoring Report (April 2008)

15.00

17.00

Annual Monitoring Report (December 2008)

15.00

17.00

Local Development Scheme (2007-2010)

15.00

17.00

Statement of Community Involvement (2006)

15.00

17.00

Joint St Albans & Dacorum Core Strategies - Supplemental Issues  
and Options Paper - Growth in Hemel Hempstead

20.00

23.00

#### 3) LDF Evidence Base

Strategic Flood Risk Assessment (2007) - Main Report only

15.00

17.00

Strategic Flood Risk Assessment (2007) - Maps (CD only)

25.00

28.00

Accommodation Needs of Gypsies and Travellers in SW Herts (2005)

50.00

55.00

Central Hertfordshire Employment Land Review - Interim Study (2006)

15.00

17.00

Strategic Environmental Assessment & Sustainability Appraisal

Scoping Report (2006)

20.00

23.00

Retail and Leisure Need Assessment (2006)

30.00

35.00

Retail and Leisure Need Assessment Appendices (2006)

25.00

30.00

## PLANNING

### PLANNING (CONTINUED)

#### 4) Planning Briefs and Planning Statements

	COLLECT	POST
Former Ariston Works, St Albans - Planning Brief (2001)	10.00	11.50
Napsbury Hospital Redevelopment - Planning Brief (1997)	10.00	11.50
Sutton Road Sidings Site and Industry in Hedley Road - Planning Brief (1998)	10.00	11.50
Building Research Establishment, Garston - Planning Brief (1998)	10.00	11.50
Helmet Integrated Systems, Wheathampstead - Planning Brief (2002)	10.00	11.50
Oaklands, Smallford Campus - Planning Framework (2006)	10.00	11.50
Oaklands, Highfield Campus - Planning Framework (2006)	10.00	11.50

#### 5) Design Guides

DLTR Satellite Dishes: A Guidance Leaflet	Free	Free
Design Advice Leaflet No.1: Design and Layout of New Housing	6.50	7.50
Design Advice Leaflet No.2: Extensions in Residential Areas - A Guidance Leaflet	Free	1.00
Historic Barns New Uses - A Design Guide	Free	1.00
Conservation Areas - A Householder's Guide	Free	1.00
A Guide for Shopfront & Advertisement Design (October 1985)	Free	3.00

#### 6) Conservation Areas and Listed Buildings

Verulam / Fishpool Street Article 4 Direction.		
A Householder's Guide to the Legislation	Free	1.00
Sopwell Lane / Albert Street Article 4 Direction.		
A Householder's Guide to the Legislation	Free	1.00
Locally Listed Buildings - Harpenden Conservation Area	3.50	4.50
Locally Listed Buildings - St Albans Conservation Area	3.50	4.50
St Albans Conservation Area (1984)	3.50	4.50
Sandridge - Conservation Area Character Statement	10.00	11.50
Wheathampstead - Conservation Area Character Statement	10.00	11.50
Shafford Mill - Conservation Area Character Statement	10.00	11.50
Childwickbury - Conservation Area Character Statement	10.00	11.50
Mackerye End - Conservation Area Character Statement	10.00	11.50
Sleapshyde - Conservation Area Character Statement	10.00	11.50
Potters Crouch - Conservation Area Character Statement	10.00	11.50
Redbourn - Conservation Area Character Statement	10.00	11.50
Harpenden - Conservation Area Character Statement	10.00	11.50
Park Street and Frogmore - Conservation Area Character Statement	10.00	11.50
Waterend - Conservation Area Character Statement	10.00	11.50
Old Bricket Wood - Conservation Area Character Statement	10.00	11.50

## PLANNING

### PLANNING (CONTINUED)

#### **7) Planning Advisory Leaflets**

	<b>COLLECT</b>	<b>POST</b>
Planning Enforcement	Free	1.00
Design and Access Statements	Free	1.00
Outline Planning Applications	Free	1.00
Development Control Charter	Free	1.00
Listed Buildings	Free	1.00
Public Speaking Procedure at Planning Committee Meetings	Free	1.00
How to Respond to Planning Applications	Free	1.00
Planning Appeals - A Guide for Third Parties	Free	1.00
Living in a Conservation Area	Free	1.00
Making a Planning Application	Free	1.00
Replacement of Windows in Flats - Article 4 Areas and Commercial Premises	Free	1.00
Contact with Planning Development Control	Free	1.00
Householder's Guide to Permitted Development Rights	Free	1.00
Householder's Guide to Certificate of Lawfulness	Free	1.00
Green Belt and Development	Free	1.00
Construction of Vehicle Crossovers	Free	1.00
Code of Practice for Members and Officers (Planning)	Free	1.00
Planning and Renewable Energy	Free	1.00
Webcasting of Planning Committee Meetings	Free	1.00
Going Smoke-Free: A Guide to Smoking Shelters	Free	1.00
Interview Under Caution	Free	1.00
Trees in the District	Free	1.00
Wildlife Advice	Free	1.00

#### **8) Building Control Advisory Leaflets**

Your Local Authority Building Control Service	Free	1.00
Advice on Building Regulation Applications	Free	1.00
Giving Notification of Domestic Building Work	Free	1.00
A Householder's Guide to Building Control: FAQ's	Free	1.00
Conservatories, Porches and Greenhouses	Free	1.00
A Householder's Guide to Gas and Oil-Fired Boilers	Free	1.00
Domestic Heating Appliances	Free	1.00
Domestic Garages	Free	1.00
Regularisation Certificates	Free	1.00
Advisory Guide for Owners - Loft Conversions	Free	1.00
Fire Safety	Free	1.00

#### **9) Copying Charges**

Decision Notices	Free	17.00
Section 106 Agreements	Free	17.00
Building Regulation Consents	Free	20.00
Building Regulation Completion Certificates	Free	25.00
Tree Preservation Orders	Free	20.00
Copy of Plan - Large	Free	5.50
Copy of Plan - A4	Free	3.00
Normal Photocopy - Double-Sided	Free	0.60

## PLANNING

### PLANNING APPLICATIONS

(VAT - Outside Scope)

Fees are chargeable under the Town and Country Planning (Fees for Applications and Deemed Applications) (Amendment) Regulations 2005.

<u>Applications for Planning Permission</u>	<u>Fees</u> £
<b>1) The erection of dwelling houses</b>	
(other than development within 6 below)	
a) (i) For each 0.1 hectare (or part ) of the site area -maximum 2.5hectares	335.00
(ii) In excess of 2.5 hectares	8,285.00
(iii) The site exceeds 2.5 hectares, £8,285 and an additional £100 for each 0.1 hectare in excess of 2.5 hectares subject to a maximum of £125,000	
b) (i) Number of dwellings 50 or fewer.	335.00
(ii) Number of dwellings exceeds 50, £16,565,and an additional £100 for each dwelling in excess of 50 subject to a maximum in total of £250,000	
<b>2) The erection of building</b>	
(other than buildings coming within 1, 3, 4, 5 or 7).	
a) (i) For each 0.1 hectare (or part ) of the site area -maximum 2.5hectares	335.00
(ii) The site exceeds 2.5 hectares,£8,285 and an additional £100 for each 0.1 hectare in excess of 2.5 hectares subject to a maximum of £125,000	
b) In other cases:-	
i) No floor space -	170.00
ii) Up to 40 sq.m . -	170.00
iii) 40 sq.m. - 75 sq.m . -	335.00
iv) 75 sq.m. - 3750 sq.m .(£335 for each additional 75 sq.m )	335.00
v) in excess of 3750 sq.m, £16565, and an additional £100 for each additional 75 sq.m in excess of 3750 sq.m subject to a maximum of £250,000	
<b>3) The erection on land used for the purposes of agriculture , of buildings (other than glasshouses) to be used for the agricultural purposes.</b>	
a) (i) For each 0.1 hectare (or part ) of the site area - maximum 2.5hectares	335.00
(ii) The site exceeds 2.5 hectares, £8,285 and an additional £100 for each 0.1 hectare in excess of 2.5 hectares subject to a maximum of £125,000	
b) (i) Under 465 sq.m. -	70.00
(ii) 465 sq.m. - 540 sq.m. -	335.00
(iii) 540-4215 sq.m.(additional £335 for each 75sq.m in excess of 540sq.m)	335.00
(iv) in excess of 4215sq.m, £16,565, and an additional £80 for each additional 75 sq.m in excess of 4215 sq.m subject to a maximum of £250,000	



## PLANNING

### PLANNING APPLICATIONS (CONTINUED)

(VAT - Outside Scope)

<u>Applications for Planning Permission</u>	<u>Fees</u> £
<b>4) The erection of glasshouses on land used for the purposes of agriculture.</b>	
a) Up to 465 sq.m.	70.00
b) In excess of 465 sq.m.	1,870.00
<b>5) The erection alteration or replacement of plant or machinery .</b>	
a) For each 0.1 hectare of the site area subject to maximum of 5 hectares.	335.00
b) In excess of 5 hectares, £16,565, and an additional £100 for each 0.1 hectare in excess of 5 hectares subject to a maximum total of £250,000	
<b>6) The enlargement improvement or other alteration of existing dwelling houses .</b>	
a) Where the application relates to one dwelling house.	150.00
b) Where the application relates to 2 or more dwelling houses.	295.00
<b>7) The erection or construction of gates, fences or walls along a boundary of an existing dwelling house.</b>	150.00
<b>The construction of car parks service roads and other means of access on land .</b>	170.00
<b>8) The carrying out of any operation connected with exploratory drilling for oil or natural gas.</b>	
a) For each 0.1 hectare of the site area subject to maximum of 7.5 hectares	335.00
b) In excess of 7.5 hectares, £25,000, and an additional £100 for each 0.1 hectare in excess of 7.5 hectares subject to a maximum total of £250,000	
<b>9) The carrying out of operations not within any of the above .</b>	
a) For each 0.1 hectare (or part thereof) of the site area subject to a maximum of : 15 hectares	170.00
b) In excess of 15 hectares, £23,315, and an additional;£100 for each 0.1 hectare in excess of 15 hectares subject to a maximum total of £65,000	
b) Other cases,£170 for each 0.1 hectare subject to a maximum of £250,000.	

## PLANNING

<b><u>PLANNING APPLICATIONS (CONTINUED)</u></b>	
(VAT - Outside Scope)	
<b><u>Applications for Planning Permission</u></b>	<b><u>Fees</u></b>
	£
<b><u>Use of Land</u></b>	
<b>10) The change of use of a building to use as one or more separate dwelling houses .</b>	
a) For each additional dwelling house subject to a maximum of 50 houses.	335.00
b) For more than 50 houses, £16,565 and an additional £100 for each house in excess of 50 subject to a maximum in total of £250,000	
<b>11) a) The use of land for the disposal of refuse or waste materials or for the deposit of material remaining after minerals have been extracted from land. for each 0.1 hectare (or part thereof) of the site area subject to a maximum of 15 hectares.</b>	170.00
b) The use of land for the storage of minerals in the open.	335.00
<b>13) The continuance of a use of land or the retention of buildings or</b> Works on land without compliance with a condition subject to which a previous planning permission has been granted	335.00
<b>14) Where an application is made for the renewal of planning permission and</b>	
a) A planning permission has previously been granted for the development which has not yet begun	
b) A limit as to the time by which the development must be begun was imposed (including outline planning permission) which has not yet expired.	
<b><u>Applications for Planning Permission</u></b>	
<b><u>Applications for Advertisement Consent</u></b>	
<b>15) Advertisements displayed on business premises on the forecourt of business premises or on land within the curtilage of business premises wholly with reference to all or any of the following matters:</b>	
a) The nature of the business or other activity carried out on the premises.	95.00
b) The goods sold or the services provided on the premises; or	
c) The name and qualifications of the person carrying out such business or activity or supplying such goods or services.	
<b>16) a) Advertisements for the purpose of directing members of the public to or otherwise drawing attention to the existence of business premises which are in the same locality as the site on which the advertisement is to be displayed but which are not visible from that site.</b>	95.00
b) All other advertisements.	335.00

## PLANNING

### PLANNING APPLICATIONS (CONTINUED)

(VAT - Outside Scope)

#### Applications for Planning Permission

#### Applications for Prior Approval (Agricultural Buildings)(Demolition)

**Fees**

£

17) Where an application is made to a Local Planning Authority for their determination as to whether the prior approval of the Authority will be required in relation to the development. 40.00

#### **18) Certificate of Lawfulness**

a) Applications for a Certificate of Lawfulness for an existing Use or Development attract a fee equivalent to that required if the application were for planning permission. The standard scale of fees therefore applies.

b) Applications for a Certificate of Lawfulness for a proposed Use or Development attract half the fee which would normally be applied for an equivalent application for planning permission.

c) Applications for a Certificate in respect of an operation or activity in breach of planning application. 135.00

#### **19) Development by Telecommunications Code System Operators**

Development by or on behalf of a telecommunications code system operator for the purpose of the operator's tele-communication system in, on, over or under land controlled by that operator's or in accordance with his licence consisting of :-

a) The installation alteration or replacement of any telecommunication apparatus or 335.00

b) The use of land in an emergency for a period not exceeding 6 months to station and operate moveable tele-communication apparatus required for the replacement of unserviceable telecommunications apparatus including the provision of moveable structures on the land for the purpose of that use .

## PLANNING

### CON29R QUESTIONS

#### COST

#### 1. PLANNING AND BUILDING REGULATIONS

##### 1.1 Planning and Building Decisions and Pending Applications

Which of the following relating to the property have been granted, issued, or refused, or (where applicable) are the subject of pending applications: -

(a)-(e) inclusive £15.00

(a) planning permission

(b) a listed building consent;

(c) a conservation area consent;

(d) a certificate of lawfulness of existing use or development;

(e) a certificate of lawfulness of proposed use or development;

(f) buildings regulation approval

(f)-(h) inclusive £15.00

(g) a building regulation completion certificate; and

(h) any building regulations certificate of notice issued in respect of work carried out under a competent person self-certification scheme?

##### 1.2 Planning Designations and Proposals

What designations of land use for the property or the area and what specific proposals for the property, are contained in any existing or proposed development plan?

£15.00

##### 3.1 Land required for Public Purposes

Is the property included in land required for public purposes

£5.00

##### 3.3 Drainage Agreements and Consents

Do either of the following exist in relation to the property: -

(a) an agreement to drain buildings in combination into an existing sewer by means of a private sewer, or

(b) an agreement or consent for (i) a building, or (ii) extension to a building on the property, to be built over, or in the vicinity of a drain, sewer or disposal main?

Please contact  
Thames Water

##### 3.5 Nearby Railway Schemes

Is the property within (or will it be) within 200 metres of the centre line of a proposed railway, tramway, light railway or monorail?

£10.00

##### 3.7 Outstanding Notices

Do any statutory notices which relate to the following matters subsist in relation to the property other than those revealed in a response to any other enquiry in this Schedule: -

£15.00

(a)-(f) inclusive

(a) building works;

(b) environment;

(c) health and safety;

(d) housing;

(e) highways; or

(f) public health?

## PLANNING

### CONTINUED

#### **3.8 Contravention of Building Regulations**

Have a local authority authorised in relation to the property any proceedings for the contravention of any provision contained in Building Regulations? £5.00

#### **3.9 Notices, Orders, Directions and Proceedings under Planning Acts**

Do any of the following subsist in relation to the property, or has a local authority decided to issue, serve, make or commence any of the following: - £16.00 (a)-(n) inclusive

- (a) an enforcement notice;
- (b) a stop notice;
- (c) a listed building enforcement notice;
- (d) a breach of condition notice;
- (e) a planning contravention notice;
- (f) another notice relating to breach of control;
- (g) a listed building repairs notice;

- (h) in the case of a listed building deliberately allowed to fall into disrepair, a compulsory purchase order with a direction for minimum compensation;
- (i) a building preservation notice;
- (j) a direction restricting permitted development;
- (k) an order revoking or modifying planning permission;
- (l) an order requiring discontinuance of use or alteration or removal of building or works;
- (m) a tree preservation order; or

(n) proceedings to enforce a planning agreement or planning contribution?

#### **3.10 Conservation Area**

Do the following apply in relation to the property: £5.00

- (a) the making of the area a Conservation Area before 31 August 1974;
- (b) an unimplemented resolution to designate the area a Conservation Area?

#### **3.11 Compulsory Purchase**

Has any enforceable order or decision been made to compulsorily purchase or acquire the property? £5.00

#### **3.12 Contaminated Land**

Do any of the following apply (including any relating to land adjacent to or adjoining the property which has been identified as contaminated land because it is in such a condition that harm or pollution of controlled waters might be caused on the property) : - £10.00 (a)-(c) inclusive

- (a) a contaminated land notice;
- (b) in relation to a register maintained under section 78R of the Environmental Protection Act 1990: -
  - (i) a decision to make an entry; or
  - (ii) an entry;
- (c) consultation with the owner or occupier of the property conducted under section 78G(3) of the Environmental Protection Act 1990 before the service of a remediation notice?

#### **3.13 Radon Gas**

Do the records indicate that the property is in a "Radon Affected Area" as identified by the Health Protection Agency? £5.00

## PLANNING

### STREET NAMING & NUMBERING

(VAT - Standard Rated)

	Net £
Development of up to 5 plots	140.00
Development of between 5 and 25 plots (per phase)	280.00
Development of over 25 plots (per phase)	460.00
House Building / Street Naming	130.00
Street Renaming at Residents Request	250.00
House / Building Renumbering (inc subdivision into flats)	200.00
Confirmation of postal address	free

Gross  
£

164.50

329.00

540.50

152.75

293.75

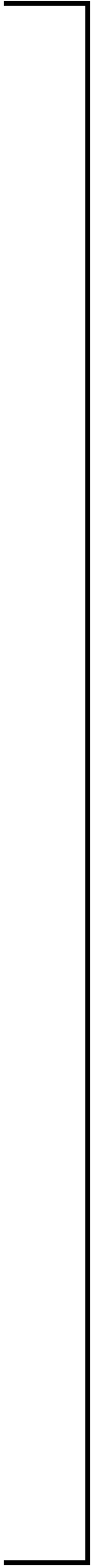
235.00

free

## POLICY & PARTNERSHIPS

	£
<b><u>ABANDONED VEHICLES</u></b>	
(Inclusive of VAT - Standard Rated)	
Removal of Vehicles & Administration Fee - Residents	35.00
Removal of Vehicles & Administration Fee - Commercial	40.00
<b><u>CONTROL OF DOGS</u></b>	
(VAT - Outside Scope)	
Statutory Fee	25.00
Animal Warden charge per hour	17.50
Kennelling fee cost per dog per day	8.00
Destruction & disposal of carcass per dog	36.00
Vaccination per dog	7.50
Transportation for necessary veterinary treatment	7.50 per hour
Associated mileage	0.40 per mile
Out of hours costs 9am to midnight per dog	75.00
Out of hours costs between midnight & 9am per dog	150.00
<b><u>MICROCHIPPING</u></b>	
(Inclusive of VAT - Standard Rated)	
Charge per cat/dog	15.00
Low income groups	10.00
<b><u>PEST CONTROL</u></b>	
People on Benefits only under new contract	25.00





## POLICY & PARTNERSHIPS

### VARIOUS LICENCES

(VAT - Outside Scope)

#### Licensing Act 2003 (Fees) Regulation 2005

These statutory fees are subject to change by Government.

(\* Fees to be applied using the various multipliers specified within the act)

(banding as laid out in Act)	RV to £4,300 A	£4,301 - £33,000 B	£33,001 - £87,000 C	£87,001 - £125,000 D*	£125,001 & Over E*
Premises Licences & Club Premises Certificates & Variation Fee -Schedule 2	100.00	190.00	315.00	450.00	635.00
Annual Fee - Part 1 - Schedule 5	70.00	180.00	295.00	320.00	350.00

	<b>Annual Fee - Part 2 - Schedule 5</b>	<b>Additional Fee - Schedule 3</b>
5,000 to 9,999	500.00	1,000.00
10,000 to 14,999	1,000.00	2,000.00
15,000 to 19,999	2,000.00	4,000.00
20,000 to 29,999	4,000.00	8,000.00
30,000 to 39,999	8,000.00	16,000.00
40,000 to 49,999	12,000.00	24,000.00
50,000 to 59,999	16,000.00	32,000.00
60,000 to 69,999	20,000.00	40,000.00
70,000 to 79,999	24,000.00	48,000.00
80,000 to 89,999	28,000.00	56,000.00
90,000 & over	32,000.00	64,000.00

#### **Permitted Temporary Activities, Personal Licences & Miscellaneous - Schedule 6**

Theft, loss, etc. of licence or summary - sections 25, 79, 110, 126	10.50
Application for a provisional statement - section 29	315.00
Change of name or address- sections 33, 127	10.50
Application to vary licence to specify individual as premises supervisor -section 37	23.00
Application for transfer of premises licence - section 42	23.00
Interim authority notice following death etc. of licence holder - section 47	23.00
Notification of change of name or alteration of rules of club - section 82	10.50
Change of relevant registered address of club - section 83	10.50
Temporary event notice - section 100	21.00
Copy of Public Register - per entry	10.00
Application for a grant or renewal of personal licence - section 117	37.00
Right of freeholder etc. to be notified of licensing matters - section 178	21.00

## POLICY & PARTNERSHIPS

### VARIOUS LICENCES (contd.)

(VAT - Outside Scope)

£

### Licensing Act 2003 (contd.)

These statutory fees are subject to change by Government.

Fruit Machines within licensed premises

32.00

Fee Type Permit Type	Application fee	Annual fee	Renewal fee	Transitional Application Fee
FEC Gaming Machine	300	N/A	300	100
Prize Gaming	300	N/A	300	100
Alcohol Licensed Premises – Notification of 2 or less machines	50	N/A	N/A	N/A
Alcohol Licensed Premises Gaming Machine Permit – More than 2 machines	150	50	N/A	100
Club Gaming Permit	200	50	200	100
Club Gaming Machine Permit	200	50	200	100
Club Fast-track for Gaming Permit or Gaming Machine Permit	100	50	100	100
Small Society Lottery Registration	40	20	N/A	N/A

### Permit - Miscellaneous Fees

	Change of Name	Copy of Permit	Variation	Transfer
	£	£	£	£
FEC Permits	25	15	N/A	N/A
Prize Gaming Permits	25	15	N/A	N/A
Alcohol Licensed Premises – Notification of 2 or less machines	N/A	N/A	N/A	N/A
Alcohol Licensed Premises Gaming Machine Permit – More than 2 machines	25	15	100	25
Club Gaming Permit	N/A	15	100	N/A
Club Gaming Machine Permit	N/A	15	100	N/A
Small Society Lottery Registration	N/A	N/A	N/A	N/A

## POLICY & PARTNERSHIPS

### VARIOUS LICENCES (contd.)

(VAT - Outside Scope)

£

### Licensing Act 2003 (contd.)

These statutory fees are subject to change by Government.

NCPLH Course

150.00

SCHEDULE Table of maximum fees								
Column (1)	Column (2)	Column (3)	Column (4)	Column (5)	Column (6)	Column (7)	Column (8)	Column (9)
<i>Classes of premises licence</i>	<i>Maximum conversion application fee for non-fast track application</i>	<i>Maximum non-conversion application fee in respect of provisional statement premises</i>	<i>Maximum non-conversion application fee in respect of other premises</i>	<i>Maximum annual fee</i>	<i>Maximum fee for application to vary licence</i>	<i>Maximum fee for application to transfer a licence</i>	<i>Maximum fee for application for reinstatement of a licence</i>	<i>Maximum fee for application for provisional statement</i>
Regional casino premises licence		£8,000	£15,000	£15,000	£7,500	£6,500	£6,500	£15,000
Large casino premises licence		£5,000	£10,000	£10,000	£5,000	£2,150	£2,150	£10,000
Small casino premises licence		£3,000	£8,000	£5,000	£4,000	£1,800	£1,800	£8,000
Converted casino premises licence	£2,000			£3,000	£2,000	£1,350	£1,350	
Bingo premises licence	£1,750	£1,200	£3,500	£1,000	£1,750	£1,200	£1,200	£3,500
Adult gaming centre premises licence	£1,000	£1,200	£2,000	£1,000	£1,000	£1,200	£1,200	£2,000
Betting premises (track) licence	£1,250	£950	£2,500	£1,000	£1,250	£950	£950	£2,500
Family entertainment centre premises licence	£1,000	£950	£2,000	£750	£1,000	£950	£950	£2,000
Betting premises (other) licence	£1,500	£1,200	£3,000	£600	£1,500	£1,200	£1,200	£3,000

## POLICY & PARTNERSHIPS

<b><u>VARIOUS LICENCES (contd.)</u></b>		£
<b><u>Local Government (Miscellaneous Provisions) Act 1982</u></b>		
Pet Shop Act 1951		75.85
Animal Boarding Establishment Act 1964		124.00
Animal Boarding at Home		36.00
Breeding of Dogs Act		43.00
Riding Establishment Acts 1964 and 1970		225.00
Dangerous Wild Animals Act 1976		315.00
Dangerous Wild Animals Act 1976 (Sanctuary)		76.00
Skin Piercing	- Business Premises	85.00
	- Personal Licence	35.00
Sex Shops / Sex Cinema		3,175.00
Sexual Entertainment Venues		5,000.00
Licensing of Houses in Multiple Occupation		450.00
Contaminated Land Enquiries		105.00
House Inspections		105.00
High Hedges - Initial enquiry		80.00
High Hedges - Validated Application		300.00
Water Sampling (free for persons on benefit)		25.00
<b><u>Motor Salvage Operators Regulations</u></b>		
Registration of Motor Salvage Operations		70.00