

Mr S Hearse
Chief Executive
Torrige District Council
Riverbank House
Bideford
Devon
EX39 2QG



Tel : Bideford (01237) 428700

Date: 9 January 2026
Quorum: 7

MEETING OF COMMUNITY & RESOURCES COMMITTEE

On:	Monday 19 January 2026	At:	10.00 am
Venue:	Caddsdwn Business Support Centre - Caddsdwn Bideford EX39 3BE		

NOTICE OF MEETING

The meeting will be able to watch through the Councils YouTube Channel
<https://tinyurl.com/TorrigeYouTube>

To:	Councillor R Hicks (Chair) Councillor T Tinsley (Vice-Chair) Councillors: A Dart, D Brenton, L Bright, P Hames, K James, C Leather, T Elliott, P Pennington, L Piper and J Whittaker
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Members are requested to turn off their mobile phones for the duration of the meeting

AGENDA

PART I - (OPEN SESSION)

1.	Apologies for Absence To receive apologies for absence from the meeting.
2.	Minutes of the Community & Resources Committee meeting held on 17th November 2025 (Pages 3 - 9)
3.	Public Contributions Public contributions in accordance with the current scheme. (The deadline for registering to speak is by 2pm Thursday 15 th January 2026. To register please email dem.services@torridge.gov.uk).
4.	Forward Plan (Pages 10 - 11)

5.	<p>Declarations of Interest</p> <p>Members with interests to declare should refer to the Agenda item and describe the nature of their interest when the item is being considered.</p>
6.	<p>Agreement of Agenda between Parts I and II</p>
7.	<p>Urgent Matters of information to be brought forward with the permission of the Chair and the Committee</p>
8.	<p>S106 Funding Allocation - Buckleigh Road Public Art (Pages 12 - 19) To be presented by the Cultural Development Officer.</p>
9.	<p>Miscellaneous Fees & Charges (Pages 20 - 50) To be presented by the Finance Manager (S151 Officer).</p>
10.	<p>Exclusion of the Public</p> <p>The Chair to move:</p> <p>That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information by virtue of paragraph XXXXXX of Part I and paragraph 10 of Part 2 of Schedule 12A of the Local Government Act 1972.</p>
11.	<p>PART II (CLOSED SESSION)</p>
<p style="text-align: center;">Meeting Organiser: Kirsty Brown</p>	

576. DECLARATIONS OF INTEREST

Declarations of interest were made when the specific agenda items to which they related were under discussion.

577. AGREEMENT OF AGENDA BETWEEN PARTS I AND II

It was proposed by Councillor K James, seconded by Councillor P Pennington and –

Resolved: That the Agenda as circulated be agreed.

(Vote: For - unanimous)

578. URGENT MATTERS OF INFORMATION TO BE BROUGHT FORWARD WITH THE PERMISSION OF THE CHAIR AND THE COMMITTEE

There were no urgent matters brought forward.

579. RENEWAL OF THE BURTON AT BIDEFORD ART GALLERY AND MUSEUM SERVICE AND FUNDING AGREEMENT

The Head of Communities & Place presented the report, the purpose of which was to present the results of negotiation with the Burton at Bideford for the renewal of the Service and Funding Agreement to provide the next 5 years of service provision, commencing 01/04/26.

The Director, Harriet Cooper and the Chair, Robert Millward of the Burton attended the meeting to deliver a presentation on the facility to warrant the support requested.

The presentation included information on:

- Our work – what we do, where we do it, who we do it with.
- Our impact – what people say, case study, economy.
- Our future – vision, case study, challenges
- Summary

Following the presentation members were invited to ask questions and make comments.

Councillor D Brenton praised the Burton Art Gallery's transformation, its nationwide reputation, and significant economic contribution, and moved the recommendations in the report.

Following a suggestion that the grant should incorporate inflation into the new agreement, the Head of Communities & Place advised the proposal was a baseline minimum.

Councillor P Pennington seconded the proposal, and commended the gallery's work.

In response to several queries, H Cooper, the Burton Director advised that home education sessions were split for wider age groups and run at a loss, with price increases due to rising costs. She emphasised the "Sewing Bee's" importance for socio-economic diversity and reiterated that free access is central to the Burton's mission.

H Cooper addressed queries regarding plans to address space constraints, confirming this was a high priority with collaboration ongoing with TDC on master planning and a feasibility study for a nearby building.

Confirmation was given that efforts are being made to develop individual giving and corporate sponsorship, noting increased donations and explicit suggestions for a £5 donation from visitors. H Cooper also confirmed that the Friends of the Burton still assist with funding and run events to raise money for the Burton. R Millward, the Chair of the Burton added that they work closely with the Friends of the Burton.

Councillor T Tinsley proposed an amendment to the recommendation, to include an inflation uplift.

It was proposed by Councillor D Brenton, seconded by Councillor P Pennington and -

Resolved:

That a renewable five year Service and Funding Agreement is established and agreed with the Burton at Bideford with provision for review in year 3 to set out the terms of the next 5 year agreement and a contribution of £179,000 per year for each of the five years of the agreement be agreed.

(Vote: For - 11, Against – 1, Abstention – 0)

As the above recommendation was approved and there was no seconded for Councillor T Tinsley's amendment, no vote was taken.

580. S106 FUNDING ALLOCATION - NORTHAM TOWN COUNCIL MUGA

The Community Engagement Officer presented the report, the purpose of which was for the committee to decide if Northam Town Council S106 funding application for Avon Lane MUGA project is favourable, subject to approval of planning permission.

Councillors P Hames, C Leather and J Whittaker declared an interests as members of Northam Town Council.

Concern was raised that the report lacked views from lead members and ward members. The Community Engagement Officer acknowledged the omission and explained that ward members are largely from the town council involved in the

application. He confirmed that he had spoken to Councillor L Piper as lead member, after the report was issued and believes the he supports the application, though formal comments were not included.

Confirmation was given that this funding would complete the sport and recreation element of the overall project.

It was proposed by Councillor R Hicks, seconded by Councillor A Dart and –

Resolved:

That the Northam Town Council S106 funding application for Avon Lane MUGA project be agreed subject to the necessary planning permission.

(Vote: For – 10, Abstention – 2, Against – 0)

581. S106 FUNDING ALLOCATION - BIDEFORD BLUES MUGA TRACTOR AND FLOODLIGHT UPGRADE

The Community Engagement Officer presented the report, the purpose of which was for this committee to decide if Bideford Blues S106 funding application for a new specific MUGA suitable tractor, storage and improved floodlighting is favourable.

Members of Bideford Blues Football Club were present to answer any questions necessary.

A discussion followed.

Councillor D Brenton commended the club's work and moved the recommendation in the report, which was seconded by Councillor L Piper.

Queries were raised relating to the remaining Section 106 funds. It was confirmed that other facilities in the area might apply. The fund has a 10 year life span with only two years elapsed.

Following requests from Councillor P Hames for further details on the battery-powered tractor. Members from Bideford Blues explained the specific requirements for an Astro maintenance tractor and the practical limitations that made the battery option unfeasible. Offers were made to re-investigate if the committee would consider an increased grant to cover the additional costs and infrastructure.

It was proposed by Councillor D Brenton, seconded by Councillor L Piper and –

Resolved:

That the Bideford Blues S106 funding application for a new specific MUGA, suitable tractor, storage and improved floodlighting be approved.

(Vote: For – 11, Against – 0, Abstention – 1)

582. EXCLUSION OF THE PUBLIC

It was proposed by Councillor C Leather, seconded by Councillor T Tinsley that the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information by virtue of paragraph 3 of Part 1 and paragraph 10 of Part 2 of Schedule 12A of the Local Government Act 1972.

However, Councillor D Brenton questioned the necessity of Northam Burrows Feasibility Study being discussed in Part II. It was confirmed that the decision had been agreed at the last Senior Leadership Team meeting due to possible sensitivity of stakeholder information.

The Head of Legal & Governance (& Monitoring Officer), when questioned, gave no reason why the report could not be discussed in Part I and clarified that Northam Town Councillors did not have to declare an interest on this item.

Councillor T Tinsley withdrew seconding the proposal to enter Part II.

It was proposed by Councillor K James, seconded by Councillor D Brenton and –

Resolved:

That the Northam Burrows Feasibility Study stay in Part I be approved.

(Vote: For – unanimous)

583. NORTHAM BURROWS FEASIBILITY REPORT

The Lead Ranger presented the report, the purpose of which was to consider the main findings and recommendations of the Northam Burrows Feasibility Study.

A slide presentation was delivered which included:

- Reasons for undertaking a feasibility study.
- Recommendations –
 - Grazing
 - Water Germander
 - Dung Beetles
 - Skern Sanctuary
 - Further Studies
- Next Steps

A discussion followed.

It was confirmed that Fly Strike treatment would be conducted off site, with experts brought in for advice and guidance, ensuring the welfare of the animals is paramount.

Following a query on the views of the graziers, the Lead Ranger reported that the graziers present at a briefing showed little objection, especially with the proposed compensation.

When questioned, the Lead Ranger confirmed that the consultant, for the study, had spoken with Braunton Burrows Ranger and the Director of Biosphere.

Councillor T Tinsley praised the presentation and moved the recommendation in report, Councillor P Hames seconded the proposal.

Councillor Pennington asked about the method for identifying dung beetle populations and expressed concern about potential future government changes to Countryside Stewardship schemes. Mike Day reiterated TDC's statutory obligation to protect the SSSI and Natural England's advice to pursue the scheme.

It was proposed by Councillor T Tinsley, seconded by Councillor P Hames and –

Resolved:

That further work required to negotiate the terms of an application to Countryside Stewardship Higher Tier based on the recommendations in the feasibility report be approved.

(Vote: For – unanimous)

584. PART II (CLOSED SESSION)

It was proposed by Councillor J Whittaker, seconded by Councillor K James and –

Resolved:

That the public be excluded from the remainder of the meeting because of the likely disclosure of exempt information by virtue of paragraph 3 of Part 1 and paragraph 10 of Part 2 of Schedule 12A of the Local Government Act 1972.

(Vote: For – unanimous)

585. APPLICATION FOR HARDSHIP RELIEF

The Finance Manager (& S151 Officer) presented the report, the purpose of which was for members to consider awarding relief on the grounds of hardship.

Concern was raised by members regarding setting a precedent, to which the Finance Manager (& S151 Officer) responded stating that if other applications were to be received, each case would be assessed on individual circumstances and this application was purely for this financial year.

It was proposed by C Leather, seconded by Councillor P Hames and –

RESOLVED:

That the Hardship application be approved.

(Vote: For – 11, Against – 1, Abstention – 0)

It was proposed by Councillor L Piper, seconded by Councillor D Brenton and –

Resolved:

That the press and public be readmitted.

(Vote: For – unanimous)

The meeting commenced at 6.00 pm and closed at 8.10 pm

Chair:

Date:

Community & Resources (Mondays)	2 June 2025 6pm Cancelled	07 July 2025 10am	08 Sept 2025 6pm	13 Oct 2025 10am	17 Nov 25 6pm	19 Jan 2026 10am	Budget Special 02 Feb 10am 26	09 Mar 2026 6pm	20 April 2026 10am
Other		Estuary Strategy (CF) Cllr C Bright NOM re the Plough. Street name & number policy (OK) FOI Policy (TV) Loan request from ARC Freshspring Mooring fee report from Harbour Board Sully House planning app (HS)	Surplus (PH) Allocating Winsford development sports pitches to Bideford AFC youth (AA) Pollyfields Play Space improvements 2025 Urgent Decision (SH) Acquisition of Land (SK)	1-Carbon Footprint (DS) 2-Carbon Environment and Bio Plan (DS) 3-Costs and benefits of purchasing HVO for TDC's fleet (DS) Cycling through Victoria Park (AA) Call-in from Int O&S with revised proposal. (SK) Enforcement Plan (HS)	Burton Art Gallery Hardship Panel (PH) Burrows Feasibility Report S106 Northam Town Council (AA) S106 Bideford Blues (AA)	Misc Fees and Charges S106 Public Art for Westward Ho!		Budget MTFS Capital Programme HVO following update from CCCWG Biodiversity Management Plan (DS) TTVS funding 9th March QBR approval Estuary Strategy (CF) Bideford Regen Masterplan (CF/SK) Local Nature Recovery Strategy (LNRS) Harbour Board Quarterly update	Business Plans

Community & Resources (Mondays)	01.06.2026	06.07.2026	07.09.2026	12.10.2026	16.11.2026	18.01.2027	Budget 01.02.2027	08.03.2027	19.04.2027
Other									

Agenda Item 8

REPORT OF CULTURAL DEVELOPMENT OFFICER

To: Community & Resources Committee

Subject: S106 Funding Allocation – Buckleigh Road Public Art

Date: 19th January 2026

Reference:

PURPOSE OF REPORT:

To approve the delivery of public art in Westward Ho! in line with S106 monies from the residential development at Buckleigh Road

1. INTRODUCTION

Torrige District Council is holding S106 funding from housing development 1/0251/2013/FULM (Land at Buckleigh Road, Westward Ho! Northam).

The full amount TDC has available for public art at 1/0251/2013/FULM (Land at Buckleigh Road, Westward Ho!, Northam is £97,843.25 (after indexing uplift).

The funds are identified in the S106 as a contribution to providing public art in the vicinity of the Land or otherwise enhancing the environment.

This is above the officer decision threshold of £20,000 and needs to be considered and voted on by this committee.

2. REPORT

Details of the S106 agreement

Planning Permission (Ref 1/0251/2013/FULM) was granted by Torrige District Council in 2014 in relation to the development of land at Buckleigh Road, Northam by Wain Homes.

Planning Obligations under Section 106 of the Town and Country Planning Act (1990) help mitigate the impact of new developments on local communities and ensure that developers contribute to infrastructure and other improvements.

A Planning Obligation under this Section was made to Torrige District Council by the Developers (Wain Homes) and the owners of the land.

Under Schedule One of the agreement the developer makes legally binding commitments in relation to Open Space, Surface Water Drainage, management charging and Public Art.



With regards to Public Art, the agreement with Wain Homes allows for a Developer *Contribution of £66,000 as a contribution to providing public art on in the vicinity of the Land or otherwise enhancing the environment of the vicinity of the Land.*

Commitments under the Section 106 agreement are index-linked and the value of this contribution now stands at £97,843.

The allocation is required to be spent within 10 years of Torridge District Council receiving the contribution from the Developer.

Torridge District Council received the contribution from Wain Homes in December 2023 and the sum must be spent on the agreed provision by December 2033.

These are Restricted Funds and can only be used for the purpose stated.

Strategic rationale and definition of public art

The Northern Devon Cultural Strategy 2022 to 2027 highlights the potential to make culture visible so that it is a source of pride to our communities and attractive for people to visit. The strategy undertakes as one of its nine priorities to 'maximise the potential for culture in the public realm of town centres throughout the region'.

The Council does not currently have a district-wide Public Art Strategy. At town level, public art is identified as a priority, for example in the Bideford Cultural Investment Plan.

What is Public Art?

Public art is broad and can include creative input into landscaping, design, use of materials, surfaces, footpaths, green space and street furniture, as well as more traditional models of standalone commissioned sculptures or installations. The process is important, takes time and needs specialist knowledge.

Public art generally has three defining features:

- developed through public process
- exists in the public realm
- has public sanction.

Examples of public art:

<https://www.biennial.com/project/antony-gormley-another-place/>

<https://www.creativefolkestone.org.uk/artists/jyll-bradley-2/>

[Flatbread Society Bakehouse - Futurefarmers](#) (avoid clicking on 'Project Website' box (invalid link))



What is not Public Art

Memorials, traditional signage, tribute artworks and plaques, promotional signs and murals created without a public process are not generally considered public art.

Process

A core steering group including Torridge District Council Ward Members for Westward Ho!, Northam Town Council, Torridge District Council Cultural Development Officer and Economic Development Manager, the Burton at Bideford and Devon Highways was established in September 2025.

The Steering Group agreed the initial process, including use of a community survey to gather local views and identify members of the community to join the steering group at the next stage.

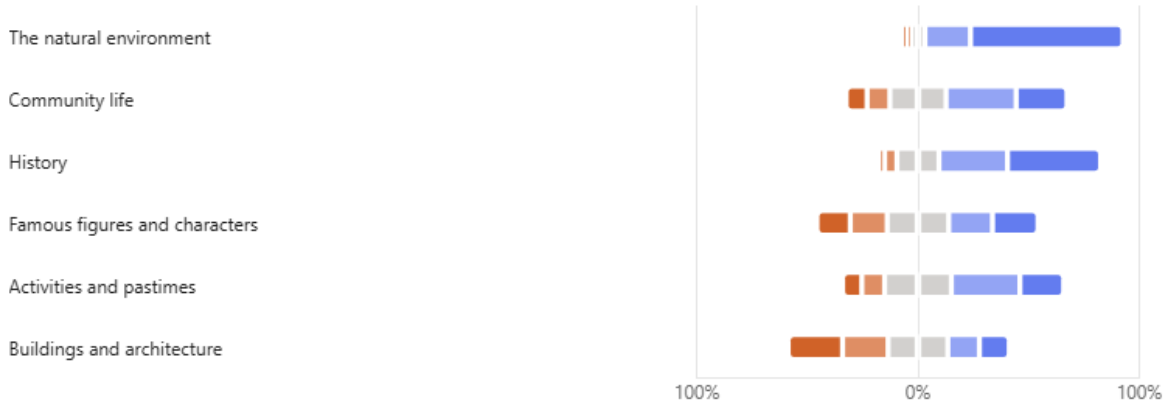
The community engagement survey closed on 3rd November, with 126 responses.

- Key points:
 - Overall: Response to the prospect of public art in Westward Ho! was overwhelmingly positive
 - Themes: There was broad support for artworks that reflect the natural environment, community life, activities and pastimes

1. What are the most important aspects of Westward Ho! that should be reflected in the new artworks? (1 = not important; 5 = very important)

[More details](#)

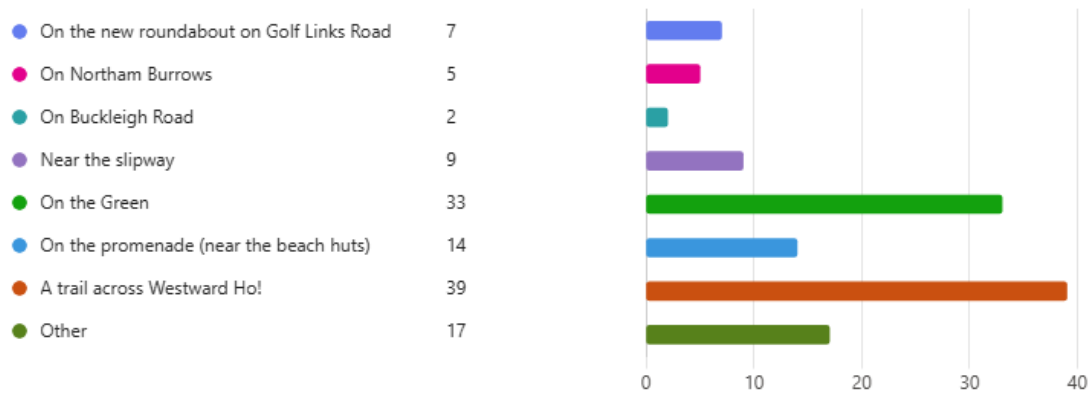
● 1 = not important ● 2 = slightly important ● 3 = moderately important ● 4 = important ● 5 = very important



- Location: a trail of artworks across Westward Ho! was favoured, with the Green being the most popular individual site

4. Where would you like to see public art in Westward Ho!?

[More details](#)



Steering Group recruitment: 29 local people expressed an interest in joining the project’s steering group, and a selection process will be undertaken early in 2026 to recruit to a managed number of places on the steering group. Remaining interested individuals will be held on a database to receive updates and invitations to further engagement activities.

Artist commissioning: The Cultural Development Officer will use the results from the community engagement survey to draft an initial artist call-out for circulation to the steering group and subsequently to potential artists via local and national channels.

A shortlist of up to three artists will then be invited to work up proposals in more detail for sharing with the steering group.

As the value of the resulting contracted works is over the Officer decision-making threshold, final proposals for the works to be realised will be submitted to Community & Resources Committee.

Case Study: Learning from current Rural England Prosperity Fund (REPF) project in Bideford

In August 2025 Torridge District Council commissioned the specialist public art and placemaking consultancy Company Place following an Invitation to Tender procurement process.

Company Place has been working with the Cultural Development Officer to design and deliver a robust process of artist selection and public engagement, underscored by public art specialist expertise and awareness of Health & Safety, Planning and structural engineering considerations in the public realm.

In November 2025, Company Place and the selected lead artists, Supergroup delivered a three day research and design workshop for young people at SPACE in Bideford, with input from the Burton at Bideford team and local engineer Ted Picken, with the young people paid for their involvement in line with best practice to remove barriers to engagement.



Design concepts were presented to Torridge District Council and Burton at Bideford in December, shaped by young people's ideas emerging from the workshop.

A process of engagement with local companies including Navantia and CMTG has been guided by the consultancy, with the aim of commissioning some of the fabrication locally.

Concepts for a coherent set of artworks informed by Bideford's maritime and ceramics heritage together with an innovative maritime future will be developed alongside submissions for Planning Permission in the first quarter of 2026 (Jan-Mar).

Key Learning from REPF funded project:

- Public process: The importance of an authentic and well-designed public process to deliver work that is genuinely shaped by and part of the local community, achieving widespread local support.
- Placemaking: The value of national specialist expertise in public art commissioning to achieve work that is original and distinctive, 'of place' and generates excitement and pride beyond the arts community and attracts visitors
- Commission management: the importance of work that is robustly conceived and designed through technical and material expertise and understanding of health and safety and engineering processes in the public realm
- De-risking: The importance of specialist public art experience in ensuring that capital expenditure is de-risked.

The Burton at Bideford – management role

The Cultural Development Officer role is likely to reduce to a 0.2 FTE contract from April 2026 as a result of the removal of Shared Prosperity Funding nationally. Delivery by the Cultural Development Officer is therefore not considered a viable option.

It is therefore imperative to ensure that this commission is commenced urgently and that external expertise is secured to ensure delivery.

In November 2025 the Community and Resources Committee approved by 11 to 1 to extend The Burton's Service Level Agreement with Torridge District Council for another 5 years, citing the impact and importance of culture and the arts for community and economic wellbeing. The Director of The Burton has significant direct experience of delivering major public arts programmes and The Burton itself has a strong industry credibility, including in its role as a National Portfolio Organisation for the Arts Council England.

To further boost local capability levels and to create a template for future public art commissions it is therefore proposed to commission The Burton for the required management and delivery role as part of the S106 delivery, capitalising the management costs. The proposed allocation for management of delivery is £17,000 out of a total budget of £97,843.25.

Lifespan of public artwork, future ownership, management and maintenance



Under the Section 106 agreement, the developer undertakes to ensure that a Management Body funded by a periodic charge against the owners of the new dwellings enables maintenance and management of the Public Open Space and Surface Water Drainage System.

The agreement omits the requirement for the developer to secure arrangements for the future ownership, management and maintenance of the Public Art.

Consideration should therefore be given to:

- ownership and resourcing of public art resulting from the Section 106 agreement.
- the expected lifespan of commissioned works and whether temporary works or curated events would be favourable.

3. IMPLICATIONS

Legal Implications

Contract for service will be required between TDC and The Burton at Bideford.

Financial Implications

No Torridge District Council direct financial investment required. S106 monies were approved and triggers have been met.

Human Resources Implications

Officer time will be required for the delivery of the commission. This will be led by the Cultural Development Officer, supported by the Economic Development Manager and in liaison with the Economic Development Community Engagement Project Officer and the Planning Policy team.

Sustainability/Biodiversity Implications

The natural environment was listed as the most important aspect for the community in the community engagement survey- this should therefore be both promoted and protected as part of delivery. Where Planning permission is required BNG will be considered and addressed.

Equality/Diversity

N/A

Risk Management

The core risk is around non-delivery of the commission, with both reputational damage and a failure to deliver for the good of the local community and economy. These funds have not been deliverable due to a lack of internal expertise and experience, which has now been addressed through the role of the Cultural Development Officer and the learning achieved from commissioning and delivery of



the Rural England Prosperity Fund commission in Bideford for public realm, wayfinding and public art.

Compliance with Policies and Strategies

- **The North Devon and Torridge Local Plan, 2018 - 2031**
- **The Torridge District Council Strategic Plan, 2020-23 (Annex 18)**, which states as the first objective an ambition to “promote aspiration and growth to create a vibrant culture and thriving economy with quality jobs”
- **The North Devon and Torridge Economic Strategy (2024 – 2029)**
- **The Northern Devon Cultural Strategy (2022-2027)**
- **The Bideford Cultural Investment Plan (September 2024)**

Data Protection (GDPR) Implications

None

Climate Change

Torridge District Council's Climate Emergency declaration and the government's Net Zero agenda will be at the forefront of plans and considerations. Opportunities for regeneration within a net zero agenda and also respecting the Devon Climate Emergency commitments are considered.

Ward Member Views

Date of Consultation – January 2026

Councillor Louis Bach, Ward Member Westward Ho!

Councillor Claire Hodson, Ward Member Westward Ho! :

‘We are supportive of your recommendations and are confident that your knowledgeable and professional approach to this project will produce outcomes that will benefit and enhance the community of Westward Ho!’

Lead Member Views

Date of Consultation – January 2026

Councillor Cheryl Cottle-Hunkin, Lead Member for Culture & Community Engagement:

“I’m excited to see this project moving forward. Public art has the power to celebrate our unique identity, connect people and create spaces that inspire pride and joy in our community. By working with The Burton and engaging local voices, we’re ensuring that Westward Ho! will have something truly distinctive and meaningful; art that reflects our natural beauty and vibrant culture while attracting visitors and boosting our local economy.”

4. CONCLUSIONS

The Steering Group including Ward Members will continue to work with the Cultural Development Officer to develop the brief for the work and being the selection process. A clear process is now



established, including learning from REPF, which will enable this Public Art S106 to be effectively delivered for the positive gain of Westward Ho!

5. RECOMMENDATIONS

For this committee to approve:

- the delegation of oversight for the delivery of the Buckleigh Road public art S106 to the established steering group.
- the procurement of artists for delivery of the public art, based on the community engagement responses.
- that final proposals for the works will be submitted to Community & Resources Committee for approval.
- the commissioning of The Burton at Bideford for management of delivery.

SUPPORTING INFORMATION

Consultations: Date of Consultation –
 Officers Consulted –
 Sean Kearney, Head of Communities and Place
 Chris Fuller, Economic Development Manager
 Adrian Avery, Community Engagement Project Officer
 Ian Rowland, Planning Policy Team Leader

Contact Officer: Claire Gulliver, Cultural Development Officer

Background Papers:



Agenda Item 9

Agenda Item

REPORT OF Section 151 Officer

To: Community and Resources Committee

Subject: Miscellaneous Fees & Charges

Date: 19th January 2026

Reference:

PURPOSE OF REPORT:

To review the level of miscellaneous fees and charges.

1. INTRODUCTION

Fees and charges contribute towards the cost of providing services. The Medium-Term Financial Strategy (MTFS) assumes that charges will rise across income budgets where appropriate. The amount of income raised will affect the level of expenditure savings required to deliver a balanced budget. Managers have reviewed the current charges and suggested charges from 1 April 2026.

2. REPORT

This Council received £10.716m from fees and charges for services during 2024.25. The income received from Fees & Charges reduces the cost of services to be met from council tax.

The level of fee set should be based on criteria such as;

- Inflation
- To recover costs
- To influence behaviour
- The ability to pay
- What the market will bear
- Whether or not to compete with the private sector

Fees may be set and or, based on more than one criterion.

Some fees are not subject to approval, as they are prescribed by statute (e.g. Planning Applications), but others can be set at the discretion of the Council (e.g. Car Parking).

Some discretionary charges can only represent a reclamation of costs (e.g. Street Naming and Numbering), or, the service as a whole cannot be making a profit (e.g. Land Charges), additionally some charges, such as certain licenses and Fixed Penalty Notices are discretionary but may have a statutory minimum and maximum level.

Included within the appendix are discretionary fee's which require approval for 2026/27. The full summarised Fees and Charges, including statutory charges and those subject to separate approval arrangements are available at www.torridge.gov.uk/article/20057/Fees-Charges

Brief notes have been included on each page outlining the main drivers behind any changes (or lack thereof). Inflationary pressures have been the main consideration, with CPIH sitting at 4.2% in July. These notes do not appear on the final published document but are just for information.



3. IMPLICATIONS

Legal Implications

Some fees are set by statute or have limitations on how they can be determined and this has been reflected in the proposed fees and charges.

Financial Implications

The additional income raised from any increase in fees and charges counts towards the savings required to balance the 2026/27 budget.

Human Resources Implications

There are no specific human resources implications.

Sustainability/Biodiversity Implications

There are no specific sustainability/biodiversity implications.

Equality/Diversity

Some fees and charges have concessionary rates. The committee should consider the impact that the charges may have.

Risk Management

In proposing fees and charges regard has been paid to the impact of the fee level.

Compliance with Policies and Strategies

Fees and charges are set within current policies.

Data Protection (GDPR) Implications

There are no GDPR implications regarding the publication of the Fees and Charges. The relevant providers will be responsible for ensuring that supplies of goods and services are made in compliance with GDPR.

Ward Member and Leader Member Views

Date of Consultation – 6 January 2026

Councillor Hicks

The annual review and setting of fees and charges forms a key part of the Council's budget-setting process. Care has been taken to ensure that charges are increased only where required by statutory controls and/or in accordance with the criteria set out in Section 2. I am happy that where changes have taken place, they appear fair and justified, and I therefore support this report.

4. CONCLUSIONS



The MTFS assumes that there will be an increase in income from fees and charges. Managers have considered the impact on their services in proposing fees and charges for the next financial year.

5. RECOMMENDATION

That the committee consider and agree charges for services to be effective from 1 April 2026.

SUPPORTING INFORMATION

Consultations:	Date of Consultation – 6 January 2026 Chief Executive Section 151 Officer Head of Legal and Governance & Monitoring Officer Head of Communities and Place
Contact Officer:	Sally Piper – Principal Accountant and Deputy S151 Officer
Background Papers:	Fees and charges information held in the Accountancy Section at Riverbank House.



Torridge District Council

Fees and Charges 2026/27

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<u>VAT Status</u>	<u>Rate</u>
(S) - Standard	20%
(E) - Exempt	N/A
(N) - Non-Business	N/A
(Z) - Zero Rated	0%

Culture and Leisure**Sport Facilities (per game)**

The Council also owns 3 Leisure Centres across the District, in Northam, Holsworthy and Torrington. These are managed by Active Torridge Ltd. Please visit www.activetorridge.co.uk for further information

Land Licences

Admin Fee for all Licences	£60.00	£62.00	S
Commercial Event (per day)	£125.00	£130.00	E
Charities & not for profit organisations with commercial elements involved (per day)	£72.00	£75.00	E
Damage Deposit Fee	£1,000.00	£1,040.00	N
Water charge at events (per day)	£6.00	£6.00	N
Electricity charge at events (per day)	£9.00	£9.00	S

Voluntary Wind, Waves & Water beach safety acknowledgement certificate

	£50.00	£50.00	S
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Beach Huts

Beach Hut -The sale of the beach hut structure itself is a private agreement between the buyer and seller. Per annum, there may be a slight variation depending on the site.

Site rental	£620.00	£650.00	S
Tenancy Termination Fee - (April to February, 100% of rent)	£620.00	£650.00	S
Tenancy Termination Fee - (March, 50% of Rent)	£310.00	£325.00	S

National Non-Domestic Rate charge (Per annum, there maybe a slight variation, depending on the site)

	Varies	Varies	S
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Garages

Garage Rentals (High View, Tuckers Park & West Appledore)	POA	POA	S
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Cemeteries

	25%	25%	
TDC Resident Reduction on below fee's marked with asterisk*			
Interment			
Adult			
Single*	£1,575.00	£1,635.00	E
Double*	£1,925.00	£2,000.00	E
Triple*	£2,239.00	£2,324.00	E
Child			
Under 16	Free	Free	E
Ashes			
Adult*	£362.00	£376.00	E
Child (under 16)	Free	Free	E
Scattering*	£188.00	£195.00	E
Interment at Weekend additional fee*	£362.00	£376.00	E
Exclusive Rights of Burial - For 25 years			
Adult*	£1,271.00	£1,319.00	E
Child (under 16)	Free	Free	E
Renewal (Plot Un-used)*	£1,271.00	£1,320.00	E
Renewal (Plot in use)	£170.00	£176.00	E
Ashes*	£188.00	£195.00	E
NOTE: Pre-booking of grave plots at Northam and Torrington is no longer available due to a limited amount of remaining spaces.			
Chapel Use / Services / Overnight Laying of Coffin additional fee*	£279.00	£290.00	E
Erection of Headstone*	£425.00	£441.00	E
Erection of Tablet / Vase*	£150.00	£156.00	E
Additional Headstone Inscription*	£88.00	£90.00	E
Search of Register	£53.00	£55.00	E
Copy of Register Entry	£53.00	£55.00	E
Memorial Benches			
Concrete & timber seat	£1,180.00	£1,225.00	S
Composite bench	£1,398.00	£1,500.00	S
Additional plaque	£93.00	£100.00	S
Refurbishment of existing bench	£600.00	£623.00	S
Trees			
Prices on Application. Approximately:	£140 - £250	£145 - £260	N
Free standing plaque	£120.00	£125.00	S

Planning

A planning fees calculator, information on how to apply and a link to the Simplified Pre-Application guide is available online

Planning Application Fees	https://www.planningportal.co.uk/app/fee-calculator			N
Pre-Application Charges	https://www.torridge.gov.uk/article/11074			S

Enforcement

	Double Planning Fee	Double Planning Fee	
Ground (a) appeal			N
Written Confirmation of Compliance with Enforcement Notice	£150.00	£150.00	N
Request to Withdraw Notice	£150.00	£150.00	N
Written Advice - No further Action	£80.00	£80.00	N
High Hedges	£665.00	£665.00	N

Planning History Research (Third Party)

	Charge in accordance with EIR (see page 29)	Charge in accordance with EIR (see page 29)	
Professional / Admin staff			S

S106 Monitoring Fees: Charging Schedule Band Development Type/ Size

A. Residential Sites 1-2 Dwellings	N/A	£677.50	N
B. Residential Rural Sites 3-5 Dwellings	£1,305.00	£1,355.00	N
B. Residential Urban Sites Bideford, Notham/ Westward Ho!/ Appledore, Holsworthy, Great Torrington 3-10 Dwellings	£1,305.00	£1,355.00	N
C. Residential Rural Sites 6-19 Dwellings	£3,077.00	£3,195.00	N
C. Residential Urban Sites Bideford, Northam/ Westward Ho!/ Appledore, Holsworthy, Great Torrington 11-19 Dwellings	£3,077.00	£3,195.00	N
D. All Residential Sites 20-49 Dwellings	£4,966.00	£5,155.00	N
E. All Residential Sites 50-199 Dwellings	£6,809.00	£7,068.00	N
F. All Residential Sites 200 or more Dwellings	£9,817.00	£10,190.00	N

S106 Deed of Variation / Discharge of Obligations

1 Clause / Minor Amendment	£250.00	£350.00	N
2 Clauses	£350.00	£500.00	N
3+ Clauses	£500.00	£650.00	N
Legal costs to be covered by the applicant			

S106 - Submission of Details to Comply with Obligation

Per Clause	£150.00	£150.00	N
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S106 - Confirmation of Compliance

1 Clause	£80.00	£80.00	N
2 Clauses	£150.00	£150.00	N
3+ Clauses	£250.00	£250.00	N

PROW Diversion Order

	£1,500.00	£1,500.00	N
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Registration of Habitat Banks

	£500.00	£500.00	S
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Legal Costs to be Covered by the Applicant

Planning Application Handling Fees

Admin Charge for any amendments / uploads over 3 hours of work - the exception being if the LPA has requested changes which are contrary to advice given at pre-application stage.	N/A	£300.00	S
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Building Control

Building Control Application Fees

Building Control Inspection Fees

Building Regulation Regularisation

www.torridge.gov.uk/building-control-charges or contact the office on 01237 428724 who can give assistance and full fee information.

Enforcement Fees		N/A	N/A	N
Demolition Notice Fee		£165.00	£165.00	N
Building Control Documents				
Copy of Building Regulation Approval/Completion Certificate		£20.00	£20.00	S
Third party Land Sales (letter)		£45.00	£45.00	S
NB: Any information requested for an Appeal by an applicant or agent is free of charge				
Street Naming and Numbering				
Change of Property Name / Addition of Alias Name		£60.00	£62.00	N
Confirmation of Address Letter		£40.00	£42.00	N
New developments:				
- charge set for street naming		£91.00	£94.00	N
with an additional fee for number of properties				
per unit (1-10 properties)		£16.00	£17.00	N
per unit (11-100 properties)		£9.00	£9.00	N
per unit (101+ properties)		£2.00	£2.00	N

Licensing

Application fees are payable at the time of making an application, and are not refundable if the application is subsequently refused
Grant fees do not have to be paid until the licence is ready to be issued - if paid earlier, this part of the fee will be refunded if the application is refused
Where both types of fee are payable in connection with a licence application type, it is up to the applicant as to whether they wish to make one payment for the total fees at the time of application, or to pay both fees separately as their application progresses.

Business & Planning Act 2020

Pavement Licences - Grant	£290.00	£300.00	N
Pavement Licences - Renewal	£210.00	£215.00	N

Licensing Act 2003**Licensed Premises - Rateable Value (rate)**

£0 - £4,300 (A) Grant/Variation	£100.00	£100.00	N
£0 - £4,300 (A) Annual Fee	£70.00	£70.00	N
£4,301 - £33,000 (B) Grant/Variation	£190.00	£190.00	N
£4,301 - £33,000 (B) Annual Fee	£180.00	£180.00	N
£33,001 - £87,000 (C) Grant/Variation	£315.00	£315.00	N
£33,001 - £87,000 (C) Annual Fee	£295.00	£295.00	N
£87,001 - £125,000 (D) Grant/Variation	£450.00	£450.00	N
£87,001 - £125,000 (D) Annual Fee	£320.00	£320.00	N
Over £125,000 (E) Grant/Variation	£635.00	£635.00	N
Over £125,000 (E) Annual Fee	£350.00	£350.00	N

Notes:

- (a) Large events with attendance over 5,000 people attract a surcharge.
(b) Fee exemptions may apply to community & Educational Premises where alcohol is not sold

Personal Licences (Sale of Alcohol)

Grant or renewal of personal licence	£37.00	£37.00	N
Temporary event Notice	£21.00	£21.00	N
Theft, loss etc. of premises licence or summary	£10.50	£10.50	N
Provisional statement where premises being built	£315.00	£315.00	N
Change of name and address	£10.50	£10.50	N
Variation of licence to specify premises supervisor	£23.00	£23.00	N
Transfer of premises licence	£23.00	£23.00	N
Interim authority notice	£23.00	£23.00	N
Theft, loss etc. of certificate or summary	£10.50	£10.50	N
Notify of change of name/alteration of rules of club rules	£10.50	£10.50	N
Change of registered address of club	£10.50	£10.50	N
Theft, loss etc. of temporary event Notice	£10.50	£10.50	N
Theft, loss etc. or personal licence	£10.50	£10.50	N
Duty to notify change of name or address	£10.50	£10.50	N
Right of freeholder etc. to be notified of licensing matters	£21.00	£21.00	N
Minor Variation	£89.00	£89.00	N
Hypnotism Licence	£60.00	£65.00	N
Film Classification Certificate	N/A	£150.00	N

Gambling Act 2005
Betting and Gaming:

Premises licences

Bingo Club

New Application	£1,350.00	£1,400.00	N
Variation	£1,035.00	£1,050.00	N
Annual Fee	£830.00	£850.00	N
Transfer	£550.00	£575.00	N
Re-instatement	£550.00	£575.00	N
Provisional Statement	£1,300.00	£1,400.00	N
Application - Provisional Statement Holders	£550.00	£575.00	N

Betting Premises (non-track)

New Application	£1,350.00	£1,400.00	N
Variation	£1,035.00	£1,050.00	N
Annual Fee	£600.00	£600.00	N
Transfer	£550.00	£575.00	N
Re-instatement	£550.00	£575.00	N
Provisional Statement	£1,300.00	£1,400.00	N
Application - Provisional Statement Holders	£550.00	£575.00	N

Tracks

New Application	£1,350.00	£1,400.00	N
Variation	£1,035.00	£1,050.00	N
Annual Fee	£830.00	£850.00	N
Transfer	£550.00	£575.00	N
Re-instatement	£550.00	£575.00	N
Provisional Statement	£1,300.00	£1,400.00	N
Application - Provisional Statement Holders	£550.00	£575.00	N

Family Entertainment Centre

New Application	£1,350.00	£1,400.00	N
Variation	£1,000.00	£1,000.00	N
Annual Fee	£750.00	£750.00	N
Transfer	£550.00	£575.00	N
Re-instatement	£550.00	£575.00	N
Provisional Statement	£1,300.00	£1,400.00	N
Application - Provisional Statement Holders	£550.00	£575.00	N

Adult Gaming Centre

New Application	£1,350.00	£1,400.00	N
Variation	£1,000.00	£1,000.00	N
Annual Fee	£830.00	£850.00	N
Transfer	£550.00	£575.00	N
Re-instatement	£550.00	£575.00	N
Provisional Statement	£1,300.00	£1,400.00	N
Application - Provisional Statement Holders	£550.00	£575.00	N

All Premises Licence Types

Duplicate Licence	£25.00	£25.00	N
Change of Details	£50.00	£50.00	N
Temporary Use Notice	£55.00	£60.00	N

Gambling Act 2005
Betting and Gaming:

Permits and Society Lotteries

Gaming Machines (Alcohol Licensed Premises)

Notification of Two or Less Gaming Machines	£50.00	£50.00	N
New Application - Gaming Machine Permit	£150.00	£150.00	N
Variation	£100.00	£100.00	N
Transfer	£25.00	£25.00	N
Annual Fees	£50.00	£50.00	N
Change of Details	£25.00	£25.00	N
Duplicate Permit	£15.00	£15.00	N

Gaming Machines (clubs)

Club Machine Permit or Club Gaming Permit

Grant - No Club Premises Certificates held	£200.00	£200.00	N
Grant - Where Club Premises Certificates held	£100.00	£100.00	N
Renewal - No Club Premises Certificates held	£200.00	£200.00	N
Renewal - Where Club Premises Certificates held	£100.00	£100.00	N
Variation	£100.00	£100.00	N
Change of Details	£25.00	£25.00	N
Duplicate Permit	£15.00	£15.00	N
Annual Fee	£50.00	£50.00	N

Prize Gaming Permit

Grant	£300.00	£300.00	N
Renewal	£300.00	£300.00	N
Transfer	£25.00	£25.00	N
Duplicate Permit	£15.00	£15.00	N

Family Entertainment Centre Gaming Machine Permit

Grant	£300.00	£300.00	N
Renewal	£300.00	£300.00	N
Transfer	£25.00	£25.00	N
Duplicate Permit	£15.00	£15.00	N

Society Lotteries

Grant	£40.00	£40.00	N
Renewal	£20.00	£20.00	N

Taxis and Private Hire

Hackney Carriage Vehicle Licence (1 Year)

Application (includes £70 fee for demand survey)	£165.00	£180.00	N
Grant (Plus Plate Deposit Below)	£100.00	£100.00	N

Private Hire Vehicle Licence (1 Year)

Application	£95.00	£110.00	N
Grant (Plus Plate Deposit Below)	£100.00	£100.00	N

HC/PH Hire Drivers Licence (1 year) - Grant

Application	£130.00	£150.00	N
Grant	£100.00	£100.00	N

HC/PH Hire Drivers Licence (1 year) - Renewal

Application	£90.00	£100.00	N
Grant	£100.00	£100.00	N

HC/PH Hire Drivers Licence (3 year) - Grant

Application	£130.00	£150.00	N
Grant	£300.00	£300.00	N

HC/PH Hire Drivers Licence (3 year) - Renewal

Application	£90.00	£100.00	N
Grant	£300.00	£300.00	N

Private Hire Operators Licence - per vehicle (1 year)

Application	£50.00	£60.00	N
Grant	£100.00	£100.00	N

Private Hire Operators Licence - per vehicle (5 year)

Application	£50.00	£60.00	N
Grant	£550.00	£500.00	N

Replacement/duplicate HC/PH License or ID badge	£10.00	£10.00	N
Replacement/duplicate licence plates	£20.00	£20.00	N
Transfer of Vehicle Licence (vehicle) + Charge for Licence Plate	£28.00	£30.00	N
Admin Fee - Licence Amendment / Cancellation	£28.00	£30.00	N
Transfer of Vehicle Licence (proprietor)	£28.00	£30.00	N
Deposit for Licence Plate	£56.00	£56.00	N
Deposit for HC/PH Driver ID Badge	£30.00	£30.00	N
Criminal Records Disclosure (DBS)	£49.50	£65.00	N
Temporary Vehicle Licence per month Plus Charge for Replacement Licence Plate	£40.00	£40.00	N

Animal Activity Licenses

Animal Boarding

Application	£225.00	£250.00	N
Grant	£200.00	£220.00	N

Dog Day Care

Application	£225.00	£250.00	N
Grant	£200.00	£220.00	N

Selling Animals as Pets

Application	£225.00	£250.00	N
Grant	£200.00	£220.00	N

Home Boarding

Application	£165.00	£180.00	N
Grant	£200.00	£220.00	N

Keeping Animals for Exhibition

Application	£165.00	£180.00	N
Grant	£200.00	£220.00	N

Breeding of Dogs (Plus Vet Fees)

Application	£265.00	£290.00	N
Grant	£200.00	£220.00	N

Hiring of Horses (Plus Vet Fees)

Application	£265.00	£290.00	N
Grant	£200.00	£220.00	N

Fee for each additional activity

Maximum fee per activity	£80.00	£100.00	N
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Dangerous Wild Animals (Plus Vet Fees)

Application	£280.00	£310.00	N
Grant - plus Vet fees	£220.00	£240.00	N

Zoos (Plus Inspection Fee)

Application	£340.00	£360.00	N
Grant - plus Vet fees	£630.00	£660.00	N

Primates

Application	N/A	£310.00	N
Grant - plus Vet fees	N/A	£240.00	N

Variation to license/Re-evaluation of rating (Plus Inspection Fees)	£55.00	£60.00	N
Replacement/Duplicate Licence	£10.00	£10.00	N
Officer Inspection Fee	N/A	£160.00	N

All Animal Welfare Licence Applications will be charged the Vets Fee if Required.

Sundry Licences and Registration

Boat And Boatman's Licensing

Boat - Grant

Application	£60.00	£75.00	N
Grant	£75.00	£70.00	N

Boat - Renewal

Application	£50.00	£60.00	N
Grant	£75.00	£70.00	N

Boatmen - Grant

Application	£90.00	£110.00	N
Grant	£65.00	£70.00	N

Boatmen - Renewal

Application	£40.00	£40.00	N
Grant	£65.00	£70.00	N

Operator - Grant

Application	£110.00	£130.00	N
Grant	£75.00	£70.00	N

Operator - Renewal

Application	£55.00	£65.00	N
Grant	£75.00	£70.00	N

Replacement/Duplicate License/ID Badge

	£10.00	£10.00	N
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Licensing of Sex Establishments

New - Application	£350.00	£400.00	N
New - Grant	£2,350.00	£2,700.00	N
Renewal - Application	£225.00	£250.00	N
Renewal Grant	£2,350.00	£2,700.00	N
Transfer/Variation	£250.00	£280.00	N

Scrap Metal Dealers Licence

Site Licence

Application	£80.00	£80.00	N
Grant	£140.00	£160.00	N

Mobile Collector

Application	£65.00	£70.00	N
Grant	£100.00	£110.00	N
Replacement/Duplicate License/ID Badge	£10.00	£10.00	N

Environmental Health & Public Protection Charges**Food Safety****The Food Safety (Fishery products and Live Shellfish) (Hygiene) Amendment (No.2) Regulations 1999**

Fishery Product Establishments (Euro per tonne to be converted to GBP)	£0.70	£0.70	N
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Export Certificates

Food	£83.00	£87.00	N
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Premises	£83.00	£87.00	N
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Re-issue of Certificate	£83.00	£87.00	N
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Note: If inspection required per hour - min. 1 hour	£51.00	£54.00	N
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Re-inspection requests for Food Hygiene Rating Scheme	£182.00	£182.00	N
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Food Condemnation Certificate

Per hour plus food collection costs* (*direct recharge of 3rd party costs)	£52.00	£55.00	N
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Safer Food Better Business Catering Pack

Pack plus Postage	£13.00	£14.00	Z
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12 Month Diary Sheet Pack	£15.00	£16.00	Z
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12 Month Diary Sheet Pack	£6.00	£6.00	Z
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Note that these are free from the FSA website

<https://www.food.gov.uk/business-guidance/safer-food-better-business>

Ear Piercing, Tattooing, Acupuncture or Electrolysis

Premises registration	£166.00	£174.00	N
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Person Registration Competency Check & Certificate	£68.00	£72.00	N
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Personal Registration Certificate (Amendment)	£32.00	£34.00	N
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Control of Stray Dogs

Daily Kennelling charge (charged at cost + administration fee)	Cost + 10%	Cost + 10%	N
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Statutory government prescribed fee	£25.00	£25.00	N
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Dog warden/ administration fee			
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- Dogs WITH current tag/ up to date microchip	£68.00	£71.00	N
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- Dogs WITHOUT current tag/ up to date microchip	£93.00	£98.00	N
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Dog Warden/administration fee for those on benefits (see 'passporting benefits' for DFG in Housing Assistance Policy)			
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- Dogs WITH current tag/ up to date microchip	£21.00	£22.00	N
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- Dogs WITHOUT current tag/ up to date microchip	£42.00	£44.00	N
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Reparation (TDC collected from kennels and delivers to owner within Torridge District)	£103.00	£108.00	N
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Reparation for those on certain benefits (see 'passporting benefits' for DFG in Housing Assistance Policy)	£42.00	£44.00	N
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Vet fees (if applicable - charged at cost + administration fee)	Cost + 10%	Cost + 10%	N
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Park Homes

New Park Home Site Licence (+ per pitch)	£362 (+£5.00)	£379.00	N
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Annual Fee (+ per pitch)	£207 (+£5.00)	£217.00	N
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Standard Licence Transfer or Amendment (no visit required)	£155.00	£162.00	N
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Significant Licence Amendment (additional fee) (+ per pitch)	£155 (+£5.00)	£162.00	N
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Deposit of Site Rules	£103.00	£108.00	N
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Fit and Proper Persons Checks	£258.00	£270.00	N
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Site Inspection/Risk Assessment Visit *	N/A	£107.00	N
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Enforcement Charges (Determined on a case by case basis)			
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(See Park Homes Fees Policy for more details)

Community Protection Fixed Penalty Notice

Paid within 10 days	£60.00	£60.00	N
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Paid within 14 days	£100.00	£100.00	N
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Failure to Furnish Documentation (Waste Carriers Licence)

Paid within 10 days	£180.00	£180.00	N
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Paid within 14 days	£300.00	£300.00	N
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Failure to Produce Authority (Waste Carriers Licence)

Paid within 10 days	£180.00	£180.00	N
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Paid within 14 days	£300.00	£300.00	N
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Note: Amounts listed include VAT (if applicable)

	2025/26	2026/27	VAT Status
Fly Tipping Fixed Penalty Notice			
Paid within 10 days	£250.00	£250.00	N
Paid within 14 days	£400.00	£400.00	N
Household Waste Duty of Care Fixed Penalty Notice			
Paid within 10 days	£180.00	£180.00	N
Paid within 14 days	£300.00	£300.00	N
Littering Fixed Penalty Notice			
Paid within 10 days	£100.00	£100.00	N
Paid within 14 days	£150.00	£150.00	N
Littering From Vehicle - Fine			
Paid within 14 days	£100.00	£100.00	N
Paid within 28 days	£150.00	£150.00	N
Public Space Protection Order Fixed Penalty Notice			
Paid within 10 days	£60.00	£60.00	N
Paid within 14 days	£100.00	£100.00	N
Noise Pollution Control			
Application for consent for the operation of loud speakers in the street	£200.00	£200.00	N
Contaminated Land search fee			
Online contaminated land search fee	£90.00	£94.00	N
Sampling and Analysis of Private Water Supplies			
Risk Assessment (incl. 'check sample' visit charge)*	£294.00	£308.00	E
Sampling Visit*	£102.00	£107.00	E
Investigation	£110.00	£115.00	E
Granting an Authorisation	£110.00	£115.00	E
Missed Appointments	£13.00	£14.00	E
*Analysis will be charged at cost - please contact TDC for further information			
Prescribed Processes under the Environmental Protection Act 1990			
Environmental Permitting - Local Authority fees for Integrated Pollution Prevention Control (IPPC) are set nationally and are available on the Following Department of Environment Food and Rural Affairs (DEFRA) website https://www.gov.uk/government/collections/environmental-permitting-resources-for-local-authorities#fees-and-charges For further guidance contact the Environmental Protection Team on environmental.protection@torridge.gov.uk or 01237 428700			
Public Health - National Assistance Burial administration	£280.00	£293.00	E
Additional cost for property search	£238.00	£249.00	E
Additional fee's (including undertakers) charged at cost	Cost + 10%	Cost + 10%	
Exhumations - attendance and monitoring	£550.00	£576.00	E
Works in Default (various legislation): administrative charge	Cost + 10%	Cost + 10%	S
High Hedges Investigation	£655.00	£686.00	S

Car Parks / Tolls

Appledore Car Parks

Churchfields - 15th March – 31st October (163 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.50	£1.60	S
Up to 2 hours	£2.80	£3.00	S
Up to 4 hours	£6.00	£6.00	S
All day	£10.00	£10.00	S
All week	£30.00	£32.00	S
Coaches	free	free	S
Motor homes ONLY per space per night, maximum two nights	£15.00	£15.00	S
Vehicle & Trailer 14th March - 31st October	£250.00	£260.00	S
Vehicle / trailer combinations - separate required ticket for each and every space occupied	£12.00	£12.00	S

Churchfields - 1st November - 14th March (163 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.20	£1.30	S
Up to 2 hours	£2.40	£2.50	S
Up to 4 hours	£4.00	£4.20	S
All day	£5.80	£6.00	S
All week	£24.00	£25.00	S
Coaches	free	free	S
Motor homes ONLY per space per night, maximum two nights	£15.00	£15.00	S
Vehicle / trailer combinations - separate required ticket for each and every space occupied	£11.60	£12.00	S

Odun Road - 15th March – 31st October (37 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.50	£1.60	S
Up to 2 hours	£2.80	£3.00	S
Up to 4 hours	£6.00	£6.00	S
All day	£10.00	£10.00	S
All week	£30.00	£32.00	S

Odun Road - 1st November - 14th March (37 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.20	£1.30	S
Up to 2 hours	£2.40	£2.50	S
Up to 4 hours	£4.00	£4.20	S
All day	£5.80	£6.00	S
All week	£24.00	£25.00	S

West Appledore - 15th March – 31st October (29 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.50	£1.60	S
Up to 2 hours	£2.80	£3.00	S
Up to 4 hours	£6.00	£6.00	S
All day	£10.00	£10.00	S
All week	£24.00	£25.00	S

West Appledore - 1st November - 14th March (29 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.20	£1.30	S
Up to 2 hours	£2.40	£2.50	S
Up to 4 hours	£4.00	£4.20	S
All day	£5.80	£6.00	S
All week	£24.00	£25.00	S

Bideford Car Parks

Bridge Street (52 spaces)

Per hour £1.50 £1.60 S

Cattle Market (100 spaces)

Per Day £2.50 £2.60 S

Clarence Wharf (116 spaces)

Up to 1 hour £1.20 £1.30 S

Up to 2 hours £2.40 £2.50 S

Up to 4 hours £4.00 £4.20 S

All day £5.80 £6.00 S

All week £24.00 £25.00 S

The Manor (15 spaces)

Up to 30 minutes only £0.70 £0.80 S

Per hour £1.50 £1.60 S

The Pannier (formerly Honestone Street) Car Park

Up to 1 hour £1.20 £1.30 S

Up to 2 hours £2.40 £2.50 S

Up to 4 hours £4.00 £4.20 S

All day £5.80 £6.00 S

All week £24.00 £25.00 S

The Pill (118 Spaces)

Up to 30 minutes only £0.70 £0.80 S

Per hour £1.50 £1.60 S

After 12 noon Saturday until 8am Monday each week free free S

The Quay (38 spaces)

Up to 30 minutes only £0.70 £0.80 S

Per hour £1.50 £1.60 S

Riverbank (Long Stay, 300 spaces)

Up to 1 hour £1.20 £1.30 S

Up to 2 hours £2.40 £2.50 S

Up to 4 hours £4.00 £4.20 S

All day £5.80 £6.00 S

All week £24.00 £25.00 S

Coaches (per day) free free S

Commercial Vehicles (6pm to 8am) £4.00 £5.00 S

Motor homes ONLY per space per night, maximum two nights £11.60 £12.00 S

Vehicle / trailer combinations - separate required ticket for each and every space occupied £11.60 £12.00 S

Vehicle & Trailer 14th March - 31st October £250.00 £260.00 S

Riverbank (Short Stay, 87 spaces)

Per hour £1.50 £1.60 S

All day charge for Blue Badge Holders (Dedicated disabled spaces only) £5.80 £6.00 S

Springfield (50 spaces)

Per Day £2.50 £2.60 S

Holsworthy Car Parks

Manor (166 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.20	£1.30	S
Up to 2 hours	£2.40	£2.50	S
Up to 4 hours	£4.00	£4.20	S
All day	£5.80	£6.00	S
All week	£24.00	£25.00	S
Coaches (per day)	free	free	S
Commercial Vehicles (6pm to 8am)	£4.00	£5.00	S
After 12 noon Saturday until 8am Monday each week	free	free	S
Motor homes ONLY per space per night, maximum two nights	£11.60	£12.00	S

Well Park (92 spaces)

Per day	£2.10	£2.20	S
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Northam Car Parks

Windmill Lane - (25 spaces numbered spaces)

Reserve Bays (Charge per annum)	£442.50	£550.00	S
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Windmill Lane - (7 spaces)

All day	£2.50	£2.60	S
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(No cash machine - so need to purchase through Park Mobile)

Bone Hill

Up to 30 minutes only	£0.50	£0.60	S
5 Hours	£1.00	£1.10	S
Full Day	£2.00	£2.20	S
After 12 noon Saturday until 8am Monday each week	free	free	S

Torrington Car Parks

Barley Grove (70 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.20	£1.30	S
Up to 2 hours	£2.40	£2.50	S
Up to 4 hours	£4.00	£4.20	S
All day	£5.80	£6.00	S
All week	£24.00	£25.00	S

Sydney House (South Street, 280 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.20	£1.30	S
Up to 2 hours	£2.40	£2.50	S
Up to 4 hours	£4.00	£4.20	S
All day	£5.80	£6.00	S
All week	£24.00	£25.00	S
Coaches	free	free	S
After 12 noon Saturday until 8am Monday each week	free	free	S
Motor homes ONLY per space per night, maximum two nights	£11.60	£12.00	S

Westward Ho! Car Parks

Main Car Park - 15th March – 31st October (131 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.80	£2.00	S
Up to 2 hours	£3.70	£4.00	S
Up to 4 hours	£8.00	£8.40	S
All day	£13.00	£13.00	S
All week	£32.00	£34.00	S
Motor homes ONLY per space per night, maximum two nights	£12.00	£12.00	S

Main Car Park - 1st November – 14th March (131 spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.20	£1.30	S
Up to 2 hours	£2.40	£2.50	S
Up to 4 hours	£4.00	£4.20	S
All day	£5.80	£6.00	S
All week	£24.00	£25.00	S
Motor homes ONLY per space per night, maximum two nights	£11.60	£12.00	S

Slipway Car Park - 15th March - 31st October (37 spaces)

Up to 1 hour	£1.80	£2.00	S
Up to 2 hours	£3.70	£4.00	S
Up to 4 hours	£8.00	£8.40	S
All day	£13.00	£13.00	S

Slipway Car Park - 1st November - 14th March (37 spaces)

up to 30 mins only	£0.70	£0.80	
Up to 1 hour	£1.20	£1.30	S
Up to 2 hours	£2.40	£2.50	S
Up to 4 hours	£4.00	£4.20	S
All day	£5.80	£6.00	S
All week	£24.00	£25.00	S

Note: For slipway charges (with combined trailer parking) please see Harbours and Pilotage.

Wilkeys Field - 15th March - 31st October - (159 Spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.80	£2.00	S
Up to 2 hours	£3.70	£4.00	S
Up to 4 hours	£8.00	£8.40	S
All day	£13.00	£13.00	S
All week	£32.00	£34.00	S

Wilkeys Field - 1st November - 28th February - (36 Spaces): 1st March - 14th March (159 Spaces)

Up to 30 minutes only	£0.70	£0.80	S
Up to 1 hour	£1.20	£1.30	S
Up to 2 hours	£2.40	£2.50	S
Up to 4 hours	£4.00	£4.20	S
All day	£5.80	£6.00	S
All week	£24.00	£25.00	S

Rural Car Parks

Bucks Mills (25 spaces)
Halwill Junction

Free Free S
Free Free S

Annual Residents Permit - Nominated Long Stay Car Park Only

Resident A - 4pm to 10am Monday to Saturday and all day Sunday
Resident B - 4pm to 10am Monday to Friday and all weekend
Resident 6 day permit
Resident 7 Day Permit

£110.00 £120.00 S
£160.00 £170.00 S
£304.00 £315.00 S
£360.00 £370.00 S

Tourist Permits - any 7 consecutive days (Maximum 2 per year)

£50.00 £52.00 S

Season Ticket (Monday to Sunday inclusive in all long stay car parks only - except Westward Ho! Summer Season 15th March - 31st October)

Per month
Per half year
Per annum

£60.00 £62.00 S
£310.00 £325.00 S
£515.00 £530.00 S

Business Permits (Monday to Saturday in all long stay car parks only - except Westward Ho!)

Per month
Per half year
Per annum

£48.00 £50.00 S
£270.00 £285.00 S
£435.00 £450.00 S

Westward Ho! Car Park Permits - (Winter season only - 1st November - 14th March)

Winter Season - valid from 4pm to 10am and all day Sundays - nominated long stay car park only
Season permit per half year
Business Permit per half year

£60.00 £62.00 S
£310.00 £325.00 S
£270.00 £285.00 S

'T' Business Permits - The Pill Car Park, Bideford - available only to businesses adjacent to this car park

Per quarter

£205.00 £210.00 S

Reserved Bays

Single
Double

£540.00 £550.00 S
£820.00 £840.00 S

Penalty Charge Notices (Dependant on nature of contravention)

Base charge
or

£50.00 £50.00 N
£70.00 £70.00 N

Discount on original charge if paid within 14 days

50% 50% N

Northam Burrows

	2025/26	2026/27	VAT Status
Daily Toll			
Motorcycles (Day and Evening) - returning entry	£4.00	£4.00	S
Car - Day - returning entry	£8.00	£8.00	S
Mini bus/Car & Trailer (10 - 17 seats) - Day - returning entry	£11.00	£11.00	S
Car - Evening	£4.00	£4.00	S
Coach/Mini bus & Trailer - Day - returning entry	£15.00	£15.00	S
Season Ticket			
Weekly Car ticket	£21.00	£24.00	S
Season Motorcycle ticket	£30.00	£35.00	S
Season Car ticket	£60.00	£70.00	S
Duplicate/Replacement Season Ticket (incl. for change of details)	£14.00	£16.00	S
Postage Charge for Recorded Delivery	N/A	£3.00	E
Commercial Vehicles (per annum)			
Coach/Bus	£820.00	£860.00	S
Minibus/Trailer	£650.00	£680.00	S
Resource Recharge (per staff, per day)	£250.00	£260.00	S
School Booking Fee	£35.00	£40.00	S
Discounts for pre-arranged visits:			
	50% for organisations using the Burrows for educational use		
	50% for charities and youth clubs		
	50% for nursing homes		
Commercial Rent of Land (per day)	£45.00	£50.00	E
Commercial Rent of Land (per season)	£335.00	£355.00	E
Hire of Function Room (All participants must pay toll fees to enter the park)			
Half Day	£20.00	£20.00	S
Full Day	£35.00	£35.00	S
Charge for Public Liability insurance (Registered Charity Only)	£9.00	£9.00	S

Harbour/Pilotage/Mooring Charges

Harbour charges

Conservancy Charge - per gross tonne	£0.74	£0.80	Z
Wharfage (loaded on or off) (Clay) - per tonne of cargo	£1.00	£1.10	Z
Craneage (loaded on or off) - per tonne of cargo	£1.65	£1.75	Z
Water			
Connection - per vessel	£32.70	£45.00	Z
Supply - per tonne	£2.30	£12.31	Z

Craneage (during working hours)

Single boat lift - per tonne (minimum charge of 2 tonnes)	£60.00	£100.00	S
Crane moving cost - per mile (minimum 1 mile)	£100.00	£100.00	S
Other crane lifts (per lift, Minimum charge 2 lifts)	£36.30	£65.00	S

Pilotage Charges

Charge incl. boarding, landing and boatman - per gross tonne	£0.50	£0.60	Z
Charge with Pilot Exemption Certificate	25% of Full charge	25% of Full charge	Z
Pilot ordered to attend a vessel at tide time and such vessel does not then leave	£120.00	£125.00	Z
Pilot puts to sea to meet a vessel at her expected time of arrival but does not pilot her because she fails to keep her time of arrival, the pilot shall be entitled to make an attendance charge of:	£155.00	£160.00	Z
And additional pilot boat fee of (River Torridge):	£390.00	£400.00	Z
Pilot Boat Services - surcharge within River Taw:	£295.00	£300.00	Z
Pilot Boat Services -Towage and recovery (per two hour or part thereof)	£195.00	£205.00	Z
Pilot Boat Services - Towage within harbour area (per two hour or part thereof)	£121.00	£130.00	Z
Mooring Labour	£91.00	£100.00	Z

Pilot Exemption Certificates

Examination	£161.00	£165.00	N
Certificate	£43.00	£45.00	N
Renewal	£43.00	£45.00	N

Fishing Vessel Landing Fee's - per £ ad valorem

Fresh Direct from sea, Private Landings, Frozen Imports, Fish Meal	£0.05	£0.06	N
Consigned Inwards	£0.05	£0.06	S

Mooring Charges

Pleasure mooring charges Bank End - Per Week up to 20m	£60.35	£62.00	S
Pleasure mooring charges Bank End - Per Week >20 to 50m	£86.00	£88.00	S
Pleasure mooring charges Bank End - Per Month up to 20m	£181.00	£183.00	S
Pleasure mooring charges Bank End - Per Month >20m to 50m	£243.00	£245.00	S
Pleasure mooring charges Bank End - Per Annum £ per metre	£48.20	£50.00	S
Commercial & Fishing Boat Mooring >15tonnes - per metre per annum	£51.75	£53.00	Z
Commercial & Fishing Boat Mooring <15 tonnes - per metre per annum	£51.75	£53.00	S

Housing

Houses in Multiple Occupation (HMO) Licence

Part A - Application Fee (Plus DBS Fee)	£425.00	£446.00	N
Part B - Grant Fee (Management & Enforcement)	£325.00	£341.00	N
Renewal	£750.00	£787.00	N

Houses in Multiple Occupation (HMO) Licence Variation

Inspection required	£80.00	£84.00	N
No Inspection required	£35.00	£37.00	N

Hostel Rents:

Per night for a single/1.5 person room	£47.10	£47.10	E
Per night for a family room	£52.10	£52.10	E

Hostel Service Charges:

Per night	£3.00	£3.00	E
Per night, per additional person - laundry charge.	£0.15	£0.15	E

Council Owned & Private Sector Leased Properties (Temporary Accommodation for Homeless Households):

Per night for a two bedroom property	LHA Rate	LHA Rate	E
Per night for a three bedroom property	LHA Rate	LHA Rate	E
Per night for a four bedroom property	LHA Rate	LHA Rate	E
Modular Service Charge per night	£3.60	£3.60	E

Notices

Prohibition, Improvement or Emergency Prohibition	£320.00	£335.00	N
Review of Notice/Suspended Notice (Inspection Required)	£225.00	£235.00	N
Review of Notice/Suspended Notice (No Inspection Required)	£135.00	£141.00	N
Immigration Housing Requests - visit and report	£250.00	£262.00	S

ECO Flex Scheme

Declaration administration charge	£110.00	£120.00	N
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Electoral Registration

Edited electoral register

Data format

Admin fee	£20.00	£20.00	N
For each 1000 entries	£1.50	£1.50	N

Printed format

Admin fee	£10.00	£10.00	N
For each 1000 entries	£5.00	£5.00	N

Full electoral register

Data format

Admin fee	£20.00	£20.00	N
For each 1000 entries	£1.50	£1.50	N

Printed format

Admin fee	£10.00	£10.00	N
For each 1000 entries	£5.00	£5.00	N

Marked registers

Data format

Admin fee	£10.00	£10.00	N
For each 1000 entries	£1.00	£1.00	N

Printed format

Admin fee	£10.00	£10.00	N
For each 1000 entries	£2.00	£2.00	N

Marked postal vote lists

Data format

Admin fee	£10.00	£10.00	N
For each 1000 entries	£1.00	£1.00	N

Printed format

Admin fee	£10.00	£10.00	N
For each 1000 entries	£2.00	£2.00	N

Confirmation of Residency Letters - per letter

	£10.00	£10.00	N
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*This will only be charged if additional work by reviewing previous years is undertaken

Researching the Electoral Register

Per each year manually researched	£5.00	£5.00	N
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Local Land Charges

The following fees marked with an asterisk include fees charged by Devon County Council for their replies to CON 29 and CON 29O Enquiries

	2025/26	2026/27	VAT Status
CON 29 Enquiries of the Local Authority (2016)*	£92.00	£97.00	S
Additional Parcel of Land	£0.65	£5.00	S
CON 29O Enquiries of the Local Authority (2016) when raised with CON 29			
Q.4 Road proposals by private bodies	£6.00	£6.30	S
Q.5 Advertisements	£2.15	£2.30	S
Q.6 Completion Notices*	£3.00	£3.20	S
Q.7 Parks and Countryside*	£2.16	£2.20	S
Q.8 Pipelines	£0.45	£0.50	S
Q.9 Houses in Multiple Occupation	£1.70	£1.80	S
Q.10 Noise Abatement	£2.15	£2.30	S
Q.11 Urban Development Areas	N/A	N/A	S
Q.12 Enterprise Zones	N/A	N/A	S
Q.13 Inner Urban Improvement Areas	N/A	N/A	S
Q.14 Simplified Planning Zones	N/A	N/A	S
Q.15 Land Maintenance Notices	£2.15	£2.30	S
Q.16 Mineral Consultation Areas*	£4.30	£4.50	S
Q.17 Hazardous Substance Consents	£0.55	£0.60	S
Q.18 Environmental and Pollution Notices	£3.20	£3.40	S
Q.19 Food Safety Notices	£2.15	£2.30	S
Q.20 Hedgerow Notices	£1.10	£1.20	S
Q.21 Flood Defence and Land Drainage Consents*	£3.24	£3.30	S
Q.22 Common Land and Town or Village Greens*	£5.40	£5.40	S

(Note: CON 29O Enquiries of the Local Authority (2016) submitted on their own or raised separately, incur an additional admin fee (see below))

Each additional enquiry raised by applicant with a Standard Search application (Note: See admin fee below)	£7.05	£7.40	S
The following charges apply when requesting component CON 29 Enquiries about a property and will also incur the admin fee detailed below.			
CON 29 Enquiries of the Local Authority (2016)			
Q.1.1 Planning and Building Decisions and Pending Applications			
(a)-(l)	£10.70	£11.30	S
(j)-(l)	£3.50	£3.70	S
Q.1.2 Planning Designations and Proposals*	£5.30	£5.60	S
Q.2 Roads and public rights of way*	£1.95	£2.00	S
Q.3.1 Land required for public purposes	£1.10	£1.20	S
Q.3.2 Land to be acquired for Road Works*	£0.60	£0.60	S
Q.3.3 Drainage matters*	£7.70	£8.10	S
Q.3.4 Nearby Road Schemes*	£6.10	£6.40	S
Q.3.5 Nearby Railway Schemes*	£4.50	£4.80	S
Q.3.6 Traffic Schemes*	£4.30	£4.60	S
Q.3.7 Outstanding Notices*	£3.30	£3.50	S
Q.3.8 Contravention of Building Regulations	£1.10	£1.20	S
Q.3.9 Notices, Orders, Directions and Proceedings under Planning Acts*	£4.60	£4.90	S
Q.3.10 Community Infrastructure Levy (CIL)	£0.85	£0.90	S
Q.3.11 Conservation Area	£1.10	£1.20	S
Q.3.12 Compulsory Purchase*	£4.90	£5.20	S
Q.3.13 Contaminated Land	£1.10	£1.20	S
Q.3.14 Radon Gas	£1.00	£1.10	S
Q.3.15 Assets of Community Value	£1.00	£1.10	S
Admin Fee (Payable in addition to the cost of any Component CON 29 and CON 290 Enquiries of the Local Authority (2016) or additional enquiries submitted on their own or raised separately)	£27.00	£28.40	S
Cancellation Fee	N/A	£28.40	S
Complex / Non-Standard Searches	Free	£P.O.A	S
Inspection of the Local Land Charges Register (i.e. a Personal Search)	Free	Free	S
Access to inspect and manually search unrefined Council records/information in situ in order to compile answers to CON 29 Enquiries	Free	Free	S

Room Hire

Caddsdwn

General Events Admin Fees	N/A	£65.00	S
Fairs Admin Fees	N/A	£120.00	S

Taw conference suite

Full Day	£176.00	£176.00	S
Half Day	£106.00	£106.00	S
Wedding Ceremonies - booked via Devon County Council Registrar	£85.00	£85.00	S

Torrige conference suite

Full Day	£176.00	£176.00	S
Half Day	£106.00	£106.00	S
Wedding Ceremonies - booked via Devon County Council Registrar	£85.00	£85.00	S

Studio J Meeting Room

Full Day	£67.00	£67.00	S
Half Day	£34.00	£34.00	S

Other Facilities

Refreshments - per serving	£2.90	£2.90	S
Lunchtime buffet - details available on request			S
Regular use discount - more than 10 booking made at same time	10% discount	10% discount	S
Site Tenants discount	25% discount	25% discount	S

Windmill Lane Main Chamber

Per Day (9am-4pm)	£60.00	£60.00	E
Per session (9am-12pm, 1pm-4pm)	£35.00	£35.00	E
Per hour after 4pm	£30.00	£30.00	E

Note: Bookings subject to checks with Northam Town Council

Additional charges and discounts Windmill Lane

Trade (Commercial) Use - per day	Rates are doubled	Rates are doubled	S
Registered charities and cultural bodies & societies	25% discount	25% discount	E
Regular use discount - more than 6 booking made at same time	25% discount	25% discount	S
Setting up and clearing away (extra outside booked times), per hour	£25.00	£25.00	S

Castle Hill Work Hub Great Torrington

Monthly Membership

5 Days Per Week	£99.00	£109.00	S
4 Days Per Week	£85.00	£94.00	S
3 Days Per Week	£66.00	£73.00	S
2 Days Per Week	£55.00	£61.00	S
Work Hub Essentials - 1 Day per Week	£44.00	£48.00	S

Pay as you go

Full day 9-5	£22.00	£24.00	S
Half Day 9-1 / 1-5	£11.00	£12.00	S
School Run Day (6 Hours)	£16.50	£18.00	S

Meeting Room

Full Day	£77.00	£85.00	S
Half Day	£44.00	£48.00	S
Hourly	£16.50	£18.00	S

Fishdock

Ice - charge per tonne	£72.50	£90.00	Z
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Waste Management Services

Collection of fridge or freezer - per item	£28.50	£29.50	N
Concessionary rate*	£25.00	£26.00	N
1 to 2 Bulky Items (3 piece suites counts as 2 items)	£28.50	£29.50	N
Concessionary rate*	£25.00	£26.00	N
3 Bulky Items	£36.50	£38.00	N
Concessionary rate*	£31.00	£32.00	N
4 Bulky Items	£45.00	£46.50	N
Concessionary rate*	£40.00	£41.50	N
5 Bulky Items	N/A	£56.50	N
Concessionary rate*	N/A	£52.00	N
6 Bulky Items	N/A	£68.00	N
Concessionary rate*	N/A	£63.50	N
7 Bulky Items	N/A	£81.00	N
Concessionary rate*	N/A	£76.00	N
8 Bulky Items	N/A	£95.50	N
Concessionary rate*	N/A	£89.50	N
9 Bulky Items	N/A	£111.50	N
Concessionary rate*	N/A	£104.00	N
10 Bulky Items	N/A	£129.00	N
Concessionary rate*	N/A	£119.50	N
11 Bulky Items	N/A	£148.00	N
Concessionary rate*	N/A	£136.00	N
12 Bulky Items	N/A	£168.50	N
Concessionary rate*	N/A	£153.50	N
Schedule 2 waste – collection not disposal (Domestic waste from business premises). Per bag, bag supplied by owner	£3.50	£3.65	N
Commercial waste bags includes disposal	£4.50	£4.65	N
Green Waste - Annual collection charge (per green bin)	£56.00	£57.00	N

*In order for members of the public to be eligible to have their bulky item waste collected at the concessionary rate, residents will need to provide evidence that they are eligible for either Housing or Council Tax benefits, or proof of disability

Abandoned Vehicles Charges in accordance with 'The Removal, Storage and Disposal of Motor Vehicles Regulations 2023			N
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Council Tax/Business Rates

Summons	£55.00	£55.00	E
Liability Order	£10.00	£10.00	E

General

Miscellaneous

Flood defence sacks (Aqua-sacs)	£4.65	£6.00	S
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Radiolink

Bideford scheme	£161.00	£165.00	S
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Payroll

Processing payroll for the Parish Clerk:

Initial setup fee per employee	£30.80	£32.00	S
Charge per payslip	£12.45	£12.90	S

Legal Department

Certifying Pensions (to enable people to claim overseas pensions)	£50.00	£50.00	S
Planning Agreements (Section 106) - Legal Charge (per hour)	£125.00	£125.00	N
Misc. Compliance Certificates (Section 157 etc.)	£100.00	£100.00	N/S

Lease Agreements -

Prices shown inclusive of VAT - this may not be applicable in all circumstances as VAT Status follows taxable status of property

Administration/Set Up Fee (Net Rent of £601 PA or over)	£125.00	£250.00	E/S
Administration/Set Up Fee Lease Renewal (Net Rent of £601 PA or over)	£100.00	£200.00	E/S
Administration/Set Up Fee (Net Rent of £600 PA or lower)	£62.50	£125.00	E/S
Administration/Set Up Fee Lease Renewal (Net Rent of £600 PA or lower)	£50.00	£100.00	E/S
Termination Fee (if termination occurs within the first year of the term)	£125.00	£250.00	E/S
Termination Fee (if termination occurs after the first year of the term)	£125.00	£250.00	E/S
Amendments (which require a change in the original Lease)	£100.00	£200.00	E/S
Licence for Alterations	£150.00	£300.00	E/S
Garden Lease Administration Fee	£31.50	£63.00	E/S
Garden Lease Termination Fee	£31.50	£63.00	E/S

Freedom of Information Charges / EIR Charges

Where possible simple requests under the Freedom of Information Act or Environmental Information Regulations will be processed free of charge. However we are permitted a charge to cover photocopying, (currently A4 - 10p per side, larger than A4 price on request documents produced externally will be charged at cost), and postage at cost. We will advise you of any costs involved during the processing of your request. More complex FOI/EIR enquiries may attract an additional charge to cover officers time in obtaining the data requested but will conform to Government/ICO guidelines (currently £25 per hour or part thereof). We will again advise you of any likely charges your request might incur. Standard charges will also be made for Information subject to a charging regime approved by Parliament or the Council.

Fees & Charges Booklet Last Updated: 08/02/24