

# **Torridge District Council**

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## **Fees and Charges 2020/21**

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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%

**Note - Inflation Rate at Time of Setting**

RPI 2.6%

CPI 1.7%

CPIH 1.7%

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	Statutory/ Discretionary
<b>Culture and Leisure</b>				
<b>Sport Facilities (per game)</b>				
Football Pitches	£46.00	£47.00	S	D
Rugby Outside Pitch	£46.00	£47.00	S	D
Cricket Grass Wicket	£52.00	£53.00	S	D
Cricket Artificial Wicket	£17.50	£18.00	S	D
Cricket Pavilion	£10.50	£11.00	E	D
Standard Youth Hire	£15.50	£16.00	S	D
<b>Note:</b> For block bookings of a minimum of 10 with no more than a two-week gap between each date and paid in advance, then charges may be exempt from VAT. Please contact Leisure Services for more information.				
The Council also owns 3 Leisure Centres across the District, in Northam, Holsworthy and Torrington. These are managed by 1610 Ltd. Please visit <a href="http://www.1610.org.uk">www.1610.org.uk</a> for opening hours, price lists and programmes.				
<b>Land Licences</b>				
Admin Fee for all Licences	£31.00	£32.00	S	D
Commercial Event (per day)	£210.00	£215.00	E	D
Charities & not for profit organisations with commercial elements involved (per day)	£57.00	£58.00	E	D
Damage Deposit Fee	£500.00	£500.00	N	D
Water and Electricity charge at events (per day)	£6.50	£7.00	S	D
<b>Voluntary Wind, Waves &amp; Water beach safety acknowledgement certificate</b>	<b>£100.00</b>	<b>£100.00</b>	<b>S</b>	<b>D</b>
<b>Beach Huts</b>				
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	£516.00	£530.00	S	D
Tenancy Termination Fee - (April to February, 100% of rent)	£516.00	£530.00	S	D
Tenancy Termination Fee - (March, 50% of Rent)	£258.00	£265.00	S	D
Payment Admin Fee: 5% of annual rent - (Excludes DD & Payment in Advance)	£25.80	£26.55	S	D
National Non-Domestic Rate charge (Per annum, there maybe a slight variation, depending on the site, 50%SBRR)	Varies	varies	S	D
<b>Garages</b>				
Garage Rentals (High View and Tuckers Park)	£750.00	£775.00	S	D

**Note:**

Prices reviewed for inflation, Officer time & related cost recovery (rounded)  
Beach Huts subject to 5 year lease agreements - Rent review 1st March 2020

Note: Amounts listed include VAT (if applicable)		2019/20	2020/21	VAT Status	Statutory / Discretionary
<b>Cemeteries</b>					
TDC Resident Reduction on below fee's marked with asterisk*		50%	50%		
<b>Interment</b>					
<b>Adult</b>					
Single*		£1,260.00	£1,300.00	E	D
Double*		£1,540.00	£1,590.00	E	D
Triple*		£1,800.00	£1,850.00	E	D
<b>Child</b>					
Under 16		Free	Free	E	D
<b>Ashes</b>					
Adult*		£290.00	£300.00	E	D
Child (under 16)		Free	Free	E	D
Scattering*		£150.00	£155.00	E	D
<b>Interment at Weekend additional fee*</b>		£290.00	£300.00	E	D
<b>Exclusive Rights of Burial - For 25 years</b>					
Adult*		£1,020.00	£1,050.00	E	D
Child (under 16)		Free	Free	E	D
Renewal (Plot Un-used)*		£1,020.00	£1,050.00	E	D
Renewal (Plot in use)		£135.00	£140.00	E	D
Ashes*		£150.00	£155.00	E	D
NOTE: Pre-booking of grave plots at Northam and Torrington is no longer available due to a limited amount of remaining spaces.					
<b>Chapel Use / Services / Overnight Laying of Coffin additional fee*</b>		£224.00	£230.00	E	D
<b>Erection of Headstone*</b>		£340.00	£350.00	E	D
<b>Erection of Tablet / Vase*</b>		£192.00	£125.00	E	D
<b>Additional Headstone Inscription</b>		£70.00	£72.00	E	D
<b>Search of Register</b>		£43.00	£44.00	E	D
<b>Copy of Register Entry</b>		£43.00	£44.00	E	D
<b>Memorial Benches</b>					
	Concrete & timber seat	£950.00	£975.00	S	D
	Solid timber bench	£685.00	£700.00	S	D
	Additional plaque	£75.00	£77.00	S	D
	Refurbishment of existing bench	£480.00	£495.00	S	D
<b>Trees</b>					
	Prices on Application.				
	Approximately:	£100.00 - £150.01	£100.00 - £150.01	N	D
	Free standing plaque	£90.00	£93.00	S	D

**Note:**

Prices revised for inflation and reviewed against other providers

Note: Amounts listed include VAT (if applicable)

2019/20

2020/21 VAT Status

Statutory /  
Discretionary

**North Devon Crematorium**

**Cremation fees**

A person 16 years of age and over	£680.00		E	D
Babies and Children up to 16 years of age	No Fee		E	D
Cremation delivery fee or Walk through / No Service (before 9.00am)	£580.00		E	D
Direct Cremation (no mourners or service)	£499.00		E	D
Use of chapel for a memorial service including resident organist for 30 minutes	£170.00		E	D
Charge for service overrun (including fee for 30 minute time extension)	£220.00		E	D
Bearing of coffin ('emergency' service only)	£30.00		E	D
Service cancellation within 72hrs of service	£170.00		E	D

**Note: The Cremation fee includes:- Use of the chapel, waiting room etc., services of Chapel Attendant, Organist or music system as available, Medical Referee's fee, Disposal of cremated remains in Gardens (unwitnessed).**

**Webcast Services (Rowan Chapel Only)**

Live - Webcast of service via internet	£30.00		S	D
Live, 28 Days Watch Again, Service Download	£45.00		S	D
Physical Copy (DVD/Blu-Ray/USB Stick)	£50.00		S	D

**Visual Tribute Services**

Single Photo - As single photo (shown throughout)	£12.00		S	D
Simple Slideshow - Slide show max 25 pics (once or on loop)	£38.00		S	D
Professional Photo Tribute - Slide show max 25 pics with music (played once)	£70.00		S	D
Professional Photo Tribute Extra Pics - Per additional 25 Pictures	£25.00		S	D
Family Supplied Video Checking - Checking supplied video (played once)	£18.00		S	D
Physical Copy of Pro Photo Tribute	£15.00		S	D
Download Copy of Pro Photo Tribute	£10.00		S	D
Each extra copy of any DVD/USB	£21.00		S	D
Extra Work - Adding video to Photo Tribute or non standard	£15.00		S	D

**Cremated remains containers**

Cardboard casket	£10.00		E	D
Polytainer	£10.00		E	D
Scatter Tube	£20.00		E	D
Keepsake Tube	£10.00		E	D

**Burial of cremated remains**

Attendance fee	£35.00		E	D
Placement fee for cremated remains when returned 12 months or more following cremation	£50.00		E	D
Placement fee for cremated remains where cremation took place elsewhere	£99.00		E	D
Temporary deposit of cremated remains per month after the first month	£15.00		E	D

**Book of Remembrance**

You can arrange for an entry to be placed in our book of remembrance on any date you choose. All entries are inscribed by hand including the emblems. The book of remembrance is available to view every day on the respective date. There is also an electronic version of the book to view alternative dates and an on-line version so you can view any entry via the internet (link on crematorium website).

2 lines	£57.00		S	D
5 lines	£95.00		S	D
8 lines	£125.00		S	D
5 lines & emblem	£190.00		S	D
8 lines & emblem	£217.00		S	D

**Note:**

Prices set at North Devon Crematorium Joint Committee on 7th February

Torridge District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	Statutory / Discretionary
<b>Memorials - 10 Year Lease Period /Renewal</b>				
<b>Please note: Plaque purchase may be required, see below.</b>				
Sanctum - an above ground vault (for up to two sets of ashes)	£999.00		S	D
Cordon Pear Tree (for up to two sets of ashes)	£423.00		S	D
Standard Rose / Climbing Plant	£319.00		S	D
Rose Bush / Shrub	£299.00		S	D
Vase Block	£234.00		S	D
Memorial Tower	£210.00		S	D
Granite Mushroom (one of three or five dedications per mushroom)	£187.00		S	D
Children's Teddy Memorial	£159.00		S	D
Memorial Bench (one of three dedications per bench)	£175.00		S	D
Memorial Branch	£117.00		S	D
<b>5 Year Renewal</b>				
Cordon Pear Tree (for up to two sets of ashes)	£223.00		S	D
Standard Rose / Climber / Tree	£167.00		S	D
Rose Bush / Shrub	£158.00		S	D
Granite Vase Block	£124.00		S	D
Memorial Tower	£111.00		S	D
Granite Mushroom (one of three or five dedications per mushroom)	£98.00		S	D
Children's Teddy Memorial	£84.00		S	D
Memorial Bench (one of three dedications per bench)	£92.00		S	D
Phillips Memorial	£92.00		S	D
Memorial Branch	£62.00		S	D
Bird Box	£68.00		S	D
Bird Bath/Sundial	£155.00		S	D
<b>Plaques</b>				
Granite plaque for Sanctum (includes first 80 letters)	£160.00		S	D
Bronze plaque (for garden use)	£135.00		S	D
Acrylic plaque (for garden use / benches)	£65.00		S	D
Granite plaque for Vase Block	£129.00		S	D
Granite plaque for Memorial Tower	£96.00		S	D
Granite plaque for Children's Teddy Memorial (varying sizes) prices from:	£83.00		S	D
Granite disc for Granite Mushroom	£101.00		S	D
Bronze finish leaf for Memorial Branch	£49.00		S	D

**N.B.** All items of memorialisation are subject to availability.  
All ashes are buried loosely in the ground.

Please ask at reception of the Crematorium for further Memorials and urns, including bespoke possibilities.

**Note:**

Prices set at North Devon Crematorium Joint Committee on 7th February

Torridge District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	<u>Statutory /</u> <u>Discretionary</u>
<b>Planning</b>				
<b>Planning Application Fees</b>			N	S
<b>Pre-Application Charges</b>			S	D
A planning fees calculator, information on how to apply and a link to the Simplified Pre-Application guide is available online at <a href="http://www.torridge.gov.uk/planningforms">www.torridge.gov.uk/planningforms</a> or please contact the office on 01237 428711 who can give assistance and full fee information.				
<b>Enforcement Fees</b> (which can include Enforcement Appeals) for a ground (a) appeal	<b>£770.00</b>	<b>£770.00</b>	N	S
<b>Enforcement Letters</b>	<b>£25.00</b>	<b>£25.00</b>	N	D
<b>Planning History Research (Third Party)</b>				
	<b>Charge in</b>	<b>Charge in</b>		
	<b>accordance with EIR</b>	<b>accordance with EIR</b>		
	<b>(see page 27)</b>	<b>(see page 27)</b>		
Professional / Admin staff			S	D
<b>Building Control</b>				
<b>Building Control Fees</b>				
<b>Building Control Application Fees</b>				
<b>Building Control Inspection Fees</b>				
<b>Building Regulation Regularisation</b>				
* Please contact the office on 01237 428724 who can give assistance and full fee information.				
<b>Enforcement Fees</b>	<b>£335.00</b>	<b>£335.00</b>	N	D
<b>Demolition Notice Fee</b>	<b>£165.00</b>	<b>£165.00</b>	N	D
<b>Building Control Documents</b>				
Copy of Building Regulation Approval/Completion Certificate	<b>£18.50</b>	<b>£18.50</b>	S	D
Third party Land Sales (letter)	<b>£43.00</b>	<b>£43.00</b>	S	D
<b>NB: Any information requested for an Appeal by an applicant or agent is free of charge</b>				
<b>Street Naming and Numbering</b>				
Change of Property Name / Addition of Alias Name	<b>£47.00</b>	<b>£48.00</b>	N	D
Confirmation of Address Letter	<b>£30.00</b>	<b>£31.00</b>	N	D
New developments:				
- charge set for street naming	<b>£70.00</b>	<b>£72.00</b>	N	D
with an additional fee for number of properties				
per unit (1-10 properties)	<b>£11.50</b>	<b>£12.00</b>	N	D
per unit (11-100 properties)	<b>£5.80</b>	<b>£6.00</b>	N	D
per unit (101+ properties)	<b>£1.45</b>	<b>£1.50</b>	N	D

Note: Amounts listed include VAT (if applicable)

2019/20

2020/21 VAT Status

Statutory /  
Discretionary

### 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.

#### Licensing Act 2003

##### Licensed Premises - Rateable Value (rate)

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

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	S
Temporary event Notice	£21.00	£21.00	N	S
Theft, loss etc. of premises licence or summary	£10.50	£10.50	N	S
Provisional statement where premises being built	£315.00	£315.00	N	S
Change of name and address	£10.50	£10.50	N	S
Variation of licence to specify premises supervisor	£23.00	£23.00	N	S
Transfer of premises licence	£23.00	£23.00	N	S
Interim authority notice	£23.00	£23.00	N	S
Theft, loss etc. of certificate or summary	£10.50	£10.50	N	S
Notify of change of name/alteration of rules of club rules	£10.50	£10.50	N	S
Change of registered address of club	£10.50	£10.50	N	S
Theft, loss etc. of temporary event Notice	£10.50	£10.50	N	S
Theft, loss etc. or personal licence	£10.50	£10.50	N	S
Duty to notify change of name or address	£10.50	£10.50	N	S
Right of freeholder etc. to be notified of licensing matters	£21.00	£21.00	N	S
Minor Variation	£89.00	£89.00	N	S
Hypnotism Licence	£0.00	£50.00	N	D

#### Note:

Hypnotism License New No previous fee as none have been issued - legislation allows for charge, so a fee has been established

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	<u>Statutory/</u> <u>Discretionary</u>
<b>Gambling Act 2005</b>				
<b>Betting and Gaming:</b>				
<b>Premises licences</b>				<b>M=MAX</b>
<b>Bingo Club</b>				
New Application	£1,200.00	£1,225.00	N	D
Variation	£1,200.00	£1,225.00	N	D
Annual Fee	£736.00	£750.00	N	D
Transfer	£488.00	£500.00	N	D
Re-instatement	£488.00	£500.00	N	D
Provisional Statement	£1,152.00	£1,175.00	N	D
Application - Provisional Statement Holders	£488.00	£500.00	N	D
<b>Betting Premises (non-track)</b>				
New Application	£1,200.00	£1,225.00	N	D
Variation	£1,200.00	£1,225.00	N	D
Annual Fee	£600.00	£600.00	N	M
Transfer	£488.00	£500.00	N	D
Re-instatement	£488.00	£500.00	N	D
Provisional Statement	£1,152.00	£1,175.00	N	D
Application - Provisional Statement Holders	£488.00	£500.00	N	D
<b>Tracks</b>				
New Application	£1,200.00	£1,225.00	N	D
Variation	£1,200.00	£1,225.00	N	D
Annual Fee	£736.00	£750.00	N	D
Transfer	£488.00	£500.00	N	D
Re-instatement	£488.00	£500.00	N	D
Provisional Statement	£1,152.00	£1,175.00	N	D
Application - Provisional Statement Holders	£488.00	£500.00	N	D
<b>Family Entertainment Centre</b>				
New Application	£1,200.00	£1,225.00	N	D
Variation	£1,000.00	£1,000.00	N	M
Annual Fee	£736.00	£750.00	N	M
Transfer	£488.00	£500.00	N	D
Re-instatement	£488.00	£500.00	N	D
Provisional Statement	£1,152.00	£1,175.00	N	D
Application - Provisional Statement Holders	£488.00	£500.00	N	D
<b>Adult Gaming Centre</b>				
New Application	£1,200.00	£1,225.00	N	D
Variation	£1,000.00	£1,000.00	N	M
Annual Fee	£736.00	£750.00	N	D
Transfer	£488.00	£500.00	N	D
Re-instatement	£488.00	£500.00	N	D
Provisional Statement	£1,152.00	£1,175.00	N	D
Application - Provisional Statement Holders	£488.00	£500.00	N	D
<b>All Premises Licence Types</b>				
Duplicate Licence	£25.00	£25.00	N	M
Change of Details	£50.00	£50.00	N	M
Temporary Use Notice	£0.00	£50.00	N	D

**Note:**

Temporary Use Notice - New No previous fee as none have been issued - legislation allows for charge, so a fee has been established

Note: Amounts listed include VAT (if applicable)	<u>2019/20</u>	<u>2020/21</u>	<u>VAT Status</u>	<u>Statutory / Discretionary</u>
<b>Gambling Act 2005</b>				
<b>Betting and Gaming:</b>				
<b>Permits and Society Lotteries</b>				
<b>Gaming Machines (Alcohol Licensed Premises)</b>				
Notification of Two or Less Gaming Machines	£50.00	£50.00	N	S
New Application - Gaming Machine Permit	£150.00	£150.00	N	S
Variation	£100.00	£100.00	N	S
Transfer	£25.00	£25.00	N	S
Annual Fees	£50.00	£50.00	N	S
Change of Details	£25.00	£25.00	N	S
Duplicate Permit	£15.00	£15.00	N	S
<b>Gaming Machines (clubs)</b>				
<b>Club Machine Permit or Club Gaming Permit</b>				
Grant - No Club Premises Certificates held	£200.00	£200.00	N	S
Grant - Where Club Premises Certificates held	£100.00	£100.00	N	S
Renewal - No Club Premises Certificates held	£200.00	£200.00	N	S
Renewal - Where Club Premises Certificates held	£100.00	£100.00	N	S
Variation	£100.00	£100.00	N	S
Change of Details	£25.00	£25.00	N	S
Duplicate Permit	£15.00	£15.00	N	S
Annual Fee	£50.00	£50.00	N	S
<b>Prize Gaming Permit</b>				
Grant	£300.00	£300.00	N	S
Renewal	£300.00	£300.00	N	S
Transfer	£25.00	£25.00	N	S
Duplicate Permit	£15.00	£15.00	N	S
<b>Family Entertainment Centre Gaming Machine Permit</b>				
Grant	£300.00	£300.00	N	S
Renewal	£300.00	£300.00	N	S
Transfer	£25.00	£25.00	N	S
Duplicate Permit	£15.00	£15.00	N	S
<b>Society Lotteries</b>				
Grant	£40.00	£40.00	N	S
Renewal	£20.00	£20.00	N	S

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<b>Taxis and Private Hire</b>				
<b>Hackney Carriage Vehicle Licence (1 Year)</b>				
Application (includes £70 fee for demand survey)	£150.00	£155.00	N	D
Grant (Plus Plate Deposit Below)	£75.00	£75.00	N	D
<b>Private Hire Vehicle Licence (1 Year)</b>				
Application	£80.00	£85.00	N	D
Grant (Plus Plate Deposit Below)	£75.00	£75.00	N	D
<b>HC/PH Hire Drivers Licence (1 year) - Grant</b>				
Application	£100.00	£105.00	N	D
Grant	£75.00	£75.00	N	D
<b>HC/PH Hire Drivers Licence (1 year) - Renewal</b>				
Application	£60.00	£65.00	N	D
Grant	£75.00	£75.00	N	D
<b>HC/PH Hire Drivers Licence (3 year) - Grant</b>				
Application	£100.00	£105.00	N	D
Grant	£225.00	£225.00	N	D
<b>HC/PH Hire Drivers Licence (3 year) - Renewal</b>				
Application	£60.00	£65.00	N	D
Grant	£225.00	£225.00	N	D
<b>Private Hire Operators Licence - per vehicle (1 year)</b>				
Application	£30.00	£35.00	N	D
Grant	£75.00	£75.00	N	D
<b>Private Hire Operators Licence - per vehicle (5 year)</b>				
Application	£30.00	£35.00	N	D
Grant	£375.00	£375.00	N	D
Replacement/duplicate HC/PH License or ID badge	£10.00	£10.00	N	D
Replacement/duplicate licence plates	£20.00	£20.00	N	D
Transfer of Vehicle Licence (vehicle) + Charge for Licence Plate	£25.00	£25.00	N	D
Admin Fee - Licence Amendment / Cancellation	£25.00	£25.00	N	D
Transfer of Vehicle Licence (proprietor)	£25.00	£25.00	N	D
Deposit for Licence Plate	£56.00	£56.00	N	D
Deposit for HC/PH Driver ID Badge	£30.00	£30.00	N	D
Criminal Records Disclosure (DBS)	£57.00	£48.25	N	D
Temporary Vehicle Licence per month Plus Charge for Replacement Licence Plate	£30.00	£30.00	N	D

Note:  
DCC undertake our DBS checks and they have reduced their fees charged to us

Torridge District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	<u>2019/20</u>	<u>2020/21</u>	<u>VAT Status</u>	<u>Statutory / Discretionary</u>
<b>Animal Activity Licenses</b>				
<b>Animal Boarding</b>				
Application	£130.00	£140.00	N	D
Grant	£140.00	£150.00	N	D
<b>Dog Day Care</b>				
Application	£130.00	£140.00	N	D
Grant	£140.00	£150.00	N	D
<b>Selling Animals as Pets</b>				
Application	£130.00	£140.00	N	D
Grant	£140.00	£150.00	N	D
<b>Home Boarding</b>				
Application	£110.00	£110.00	N	D
Grant	£140.00	£150.00	N	D
<b>Keeping Animals for Exhibition</b>				
Application	£110.00	£110.00	N	D
Grant	£140.00	£150.00	N	D
<b>Breeding of Dogs (Plus Vet Fees)</b>				
Application	£100.00	£150.00	N	D
Grant	£140.00	£150.00	N	D
<b>Hiring of Horses (Plus Vet Fees)</b>				
Application	£100.00	£150.00	N	D
Grant	£140.00	£150.00	N	D
<b>Fee for each additional activity</b>				
Maximum fee per activity	£60.00	£60.00	N	D
<b>Dangerous Wild Animals (Plus Vet Fees)</b>				
Application	£200.00	£210.00	N	D
Grant - plus Vet fees	£150.00	£160.00	N	D
<b>Zoos (Plus Inspection Fee)</b>				
Application	£160.00	£250.00	N	D
Grant - plus Vet fees	£470.00	£470.00	N	D
Variation to license/Re-evaluation of rating (Plus Inspection Fees)	£40.00	£40.00	N	D
Replacement/Duplicate Licence	£10.00	£10.00	N	D
<b>All Animal Welfare Licence Applications will be charged the Vets Fee if Required.</b>				

**Note:**  
Fees have been reviewed for Inflation, Officer time and related cost recovery

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	<u>Statutory/</u> <u>Discretionary</u>
<b>Sundry Licences and Registration</b>				
<b>Boat And Boatman's Licensing</b>				
<b>Boat - Grant</b>				
Application	£50.00	£52.00	N	D
Grant	£60.00	£60.00	N	D
<b>Boat - Renewal</b>				
Application	£40.00	£42.00	N	D
Grant	£60.00	£60.00	N	D
<b>Boatmen - Grant</b>				
Application	£70.00	£72.00	N	D
Grant	£50.00	£50.00	N	D
<b>Boatmen - Renewal</b>				
Application	£30.00	£32.00	N	D
Grant	£50.00	£50.00	N	D
<b>Operator - Grant</b>				
Application	£90.00	£92.00	N	D
Grant	£60.00	£60.00	N	D
<b>Operator - Renewal</b>				
Application	£40.00	£42.00	N	D
Grant	£60.00	£60.00	N	D
<b>Replacement/Duplicate License/ID Badge</b>	£10.00	£10.00	N	D
<b>Licensing of Sex Establishments</b>				
New - Application	Under Review	£290.00	N	D
New - Grant	Under Review	£2,000.00	N	D
Renewal - Application	Under Review	£180.00	N	D
Renewal Grant	Under Review	£2,000.00	N	D
Transfer/Variation	Under Review	£200.00	N	D
<b>Scrap Metal Dealers Licence</b>				
<b>Site Licence</b>				
Application	£60.00	£62.00	N	D
Grant	£110.00	£110.00	N	D
<b>Mobile Collector</b>				
Application	£45.00	£47.00	N	D
Grant	£75.00	£75.00	N	D
Replacement/Duplicate License/ID Badge	£10.00	£10.00	N	D

**Note:**  
Fees have been reviewed for Inflation, Officer time and related cost recovery

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	Statutory / Discretionary
<b>Environmental Health &amp; Public Protection Charges</b>				
<b>Food Safety</b>				
<b>The Food Safety (Fishery products and Live Shellfish) (Hygiene) Amendment (No.2) Regulations 1999</b>				
Fishery Product Establishments (Euro per tonne to be converted to GBP)	£0.50	£0.50	N	D
<b>Export Certificates</b>				
Food	£51.00	£51.00	N	D
Premises	£51.00	£51.00	N	D
<b>Note: If inspection required per hour - min. 1 hour (Max £112)</b>	<b>£34.00</b>	<b>£34.00</b>	N	D
<b>Re-inspection requests for FHRS</b>	<b>£150.00</b>	<b>£150.00</b>	N	D
<b>Food Condemnation Certificate</b>				
Per hour plus food collection costs* (*direct recharge of 3rd party costs)	£40.00	£40.00	N	D
<b>Safer Food Better Business Catering Pack</b>	<b>£6.75</b>	<b>£8.00</b>	Z	D
<b>Pack plus Postage</b>	<b>£8.00</b>	<b>£10.00</b>	Z	D
<b>12 Month Diary Sheet Pack</b>	<b>£3.00</b>	<b>£3.50</b>	Z	D
<b>Note that these are free from the FSA website</b>				
<a href="https://www.food.gov.uk/business-guidance/safer-food-better-business">https://www.food.gov.uk/business-guidance/safer-food-better-business</a>				
<b>Primary Authority Partnership (Per Hour)</b>	POA	£65.00	N	D
<b>Ear Piercing, Tattooing, Acupuncture or Electrolysis</b>				
Premises registration	£129.00	£131.50	N	D
Person Registration Competency Check & Certificate	£51.50	£52.50	N	D
Personal Registration Certificate (Amendment)	£23.50	£24.00	N	D
<b>Control of Stray Dogs</b>				
Daily Kenneling charge (any part day charged at full day)	£16.80	£16.00	N	D
Statutory government prescribed fee	£25.00	£25.00	N	S
Dog warden/ administration fee				
- Dogs WITH current tag/ up to date microchip	£38.20	£52.55	N	D
- Dogs WITHOUT current tag/ up to date microchip	£38.20	£74.86	N	D
Vet fees (if applicable - charged at cost)	Cost	Cost	N	D
<b>Park Homes</b>				
New Park Home Site Licence (+ per pitch)	£265.20 (+3.89)	£270.50 (+3.96)	N	D
Annual Fee (+ per pitch)	£145.66 (+3.89)	£148.57 (+3.96)	N	D
Standard Licence Transfer or Amendment (no visit required)	£117.56	£119.91	N	D
Significant Licence Amendment (additional fee) (+ per pitch)	£75.48 (+3.89)	£76.98 (+3.96)	N	D
Deposit of Site Rules	£54.57	£55.66	N	D
Enforcement Charges (Determined on a case by case basis) (See Park Homes Fees Policy for more details)				
<b>Community Protection Fixed Penalty Notice</b>				
Paid within 10 days	£60.00	£60.00	N	S
Paid within 14 days	£100.00	£100.00	N	S
<b>Failure to Furnish Documentation (Waste Carriers Licence)</b>				
Paid within 10 days	£180.00	£180.00	N	S
Paid within 14 days	£300.00	£300.00	N	S
<b>Failure to Produce Authority (Waste Carriers Licence)</b>				
Paid within 10 days	£180.00	£180.00	N	S
Paid within 14 days	£300.00	£300.00	N	S

**Note:**

Control of stray dogs fees were previously shown as a single figure (e.g.£80 for 1 day) - now broken down into elements for transparency and comparability.

A review of officer time and related costs has been undertaken to determine revised costs  
Other fees reviewed for inflation where appropriate.

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	Statutory / Discretionary
<b>Fly Tipping Fixed Penalty Notice</b>				
Paid within 10 days	£250.00	£250.00	N	S
Paid within 14 days	£400.00	£400.00	N	S
<b>Household Waste Duty of Care Fixed Penalty Notice</b>				
Paid within 10 days	£180.00	£180.00	N	D
Paid within 14 days	£300.00	£300.00	N	D
<b>Littering Fixed Penalty Notice</b>				
Paid within 10 days	£100.00	£100.00	N	S
Paid within 14 days	£150.00	£150.00	N	S
<b>Littering From Vehicle - Fine</b>				
Paid within 14 days	£100.00	£100.00	N	S
Paid within 28 days	£150.00	£150.00	N	S
<b>Public Space Protection Order Fixed Penalty Notice</b>				
Paid within 10 days	£60.00	£60.00	N	S
Paid within 14 days	£100.00	£100.00	N	S
<b>Noise Pollution Control</b>				
Application for consent for the operation of loud speakers in the street	£199.92	£200.00	N	D
<b>Contaminated Land search fee - per hour</b>				
Maximum 3 hours / See EIR Charges	£25.00	£25.00	N	D
<b>Sampling and Analysis of Private Water Supplies</b>				
Risk Assessment (incl. 'check sample' visit charge)*	£245.00	£245.00	E	D
Sampling Visit*	£85.00	£85.00	E	D
Investigation	£100.00	£100.00	E	D
Granting an Authorisation	£100.00	£100.00	E	D
Missed Appointments	£10.90	£10.90	E	D
(* plus analysis at cost up to limit in regulations as below)				
Analysing a sample -				
Taken under regulation 10	£25.00	£25.00	S	S
Check sample	£100.00	£100.00	S	S
Audit sample	£500.00	£500.00	S	S
<b>Prescribed Processes under the Environmental Protection Act 1990</b>				
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 <a href="https://www.gov.uk/government/collections/environmental-permitting-resources-for-local-authorities#fees-and-charges">https://www.gov.uk/government/collections/environmental-permitting-resources-for-local-authorities#fees-and-charges</a> For further guidance contact the Environmental Protection Team on environmental.protection@torridge.gov.uk or 01237 428700				
<b>Public Health - National Assistance Burial administration</b>	£250.00	£250.00	E	D
Additional fee's (including undertakers) charged at cost				
<b>Exhumations - attendance and monitoring</b>	£500.00	£500.00	E	D
<b>Works in Default (various legislation): administrative charge</b>	Cost plus 10%	Cost plus 10%	S	D

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)

2019/20

2020/21 VAT Status

Statutory /  
Discretionary

**Car Parks / Tolls**

**Appledore Car Parks**

**Churchfields - (163 spaces)**

Up to 30 minutes only	£0.30		S	D
Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D
Coaches	Free		S	D
Motor homes ONLY per night, maximum two nights	£5.00		S	D
Vehicle / trailer combinations (each and every space occupied) (per space) to include Slipway Charge	£5.00		S	D
Winter Boat Storage - charge per feet, mono hulls / multi hulls (from 1st October)	£5.80 / £8.70		S	D

**Odun Road - (37 spaces)**

Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D

**West Appledore (29 spaces)**

Up to 30 minutes only	£0.30		S	D
Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D

**Bideford Car Parks**

**Bridge Street (52 spaces)**

Per hour	£1.00		S	D
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**Cattle Market (100 spaces)**

Per Day	£1.00		S	D
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**Clarence Wharf (116 spaces)**

Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D

**The Manor (15 spaces)**

Up to 30 minutes only	£0.30		S	D
Per hour	£1.00		S	D

**The Pannier (formerly Honestone Street) Car Park**

Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D

**The Pill (118 Spaces)**

Per hour	£1.00		S	D
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**The Quay (38 spaces)**

Up to 30 minutes only	£0.30		S	D
Per hour	£1.00		S	D

**Riverbank (Long Stay, 300 spaces)**

Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D
Coaches (per day)	Free		S	D
Commercial Vehicles (6pm to 8am)	£2.00		S	D
Motor homes ONLY per night, maximum two nights	£5.00		S	D

**Riverbank (Short Stay, 87 spaces)**

Per hour	£1.00		S	D
All day charge for Blue Badge Holders (Dedicated disabled spaces only)	£3.00		S	D

**Springfield (50 spaces)**

Per Day	£1.00		S	D
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**Note:**  
Car Parking Charges are set separately

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)

	2019/20	2020/21	VAT Status	Statutory/ Discretionary
<b>Holsworthy Car Parks</b>				
<b>Barley Grove (70 spaces)</b>				
Up to 30 minutes only	£0.30		S	D
Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D
<b>Manor (166 spaces)</b>				
Up to 30 minutes only	£0.30		S	D
Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D
Coaches (per day)	Free		S	D
Commercial Vehicles (6pm to 8am)	£2.00		S	D
After 12 noon Saturday until 8am Monday each week	Free		S	D
Motor homes ONLY per night, maximum two nights	£5.00		S	D
<b>Sydney House (South Street, 280 spaces)</b>				
Up to 30 minutes only	£0.30		S	D
Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D
Coaches	Free		S	D
After 12 noon Saturday until 8am Monday each week	Free		S	D
Motor homes ONLY per night, maximum two nights	£5.00		S	D
<b>Well Park (92 spaces)</b>				
Per day	£1.00		S	D
<b>Northam Car Parks</b>				
<b>Windmill Lane - (25 spaces numbered spaces)</b>				
Reserve Bays (Charge per annum)	£80.00		S	D
<b>Windmill Lane - (7 spaces)</b>				
All day	£1.00		S	D
(No cash machine - so need to purchase through Park Mobile)				

Note:  
Car Parking Charges are set separately

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)

	2019/20	2020/21	VAT Status	Statutory/ Discretionary
<b>Westward Ho! Car Parks</b>				
<b>Main Car Park - 15th March – 31st October (131 spaces)</b>				
Up to 30 minutes only	£0.30		S	D
Up to 1 hour	£1.00		S	D
Up to 2 hours	£2.00		S	D
Up to 4 hours	£4.00		S	D
All day	£7.00		S	D
All week	£17.00		S	D
Motor homes ONLY per night, maximum two nights	£5.00		S	D
<b>Main Car Park - 1st November – 14th March (131 spaces)</b>				
Up to 30 minutes only	£0.30		S	D
Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D
Motor homes ONLY per night, maximum two nights	£5.00		S	D
<b>Slipway Car Park - 15th March - 31st October (37 spaces)</b>				
Per hour	£1.00		S	D
<b>Slipway Car Park - 1st November - 14th March (37 spaces)</b>				
Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D
<b>Note:</b> For slipway charges (with combined trailer parking) please see Harbours and Pilotage.				
<b>Wilkeys Field - 15th March - 31st October - (159 Spaces)</b>				
Up to 30 minutes only	£0.30		S	D
Up to 1 hour	£1.00		S	D
Up to 2 hours	£2.00		S	D
Up to 4 hours	£4.00		S	D
All day	£7.00		S	D
All week	£17.00		S	D
<b>Wilkeys Field - 1st November - 28th February - (36 Spaces): 1st March - 14th March (159 Spaces)</b>				
Up to 30 minutes only	£0.30		S	D
Up to 1 hour	£0.60		S	D
Up to 2 hours	£1.20		S	D
Up to 4 hours	£2.00		S	D
All day	£3.00		S	D
All week	£16.00		S	D

Note:  
Car Parking Charges are set separately

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	Statutory/ Discretionary
<b>Rural Car Parks</b>				
Bucks Mills (25 spaces)	Free		S	D
Halwill Junction	Free		S	D
<b>Annual Residents Permit</b>				
Per Annum (Valid from 4pm to 10am and all day Sundays)	£60.00		S	D
<b>Tourist Permits - any 7 consecutive days</b>	£20.00		S	D
<b>Season Ticket (Monday to Sunday inclusive in all long stay car parks only - except Westward Ho! main car park)</b>				
Per month	£32.00		S	D
Per half year	£189.00		S	D
Per annum	£315.00		S	D
<b>Business Permits (Monday to Saturday in all long stay car parks only - except Westward Ho! main car park)</b>				
Per month	£27.00		S	D
Per half year	£158.00		S	D
Per annum	£263.00		S	D
<b>Westward Ho! Main Car Park Permits - (Monday to Saturday) Winter season only (1st November - 14th March)</b>				
Resident per year	£60.00		S	D
Season per half year	£189.00		S	D
<b>'T' Business Permits - The Pill Car Park, Bideford - available only to businesses adjacent to this car park</b>				
Per quarter	£189.00		S	D
<b>Duplicate/Replacement Season Ticket/Permit (incl. for change of details)</b>	£0.00		S	D
<b>Reserved Bays</b>				
Single	£500.00		S	D
Double	£775.00		S	D
<b>Garages (West Appledore) (per quarter)</b>	£158.00		S	D
<b>Penalty Charge Notices (Dependant on nature of contravention)</b>				
Base charge	£50.00		N	D
or	£70.00		N	D
Discount on original charge if paid within 14 days	50 %		N	D

**Note:**  
**Car Parking Charges are set separately**  
**New suggested fee for duplicate season tickets £10**

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	<u>2019/20</u>	<u>2020/21</u>	<u>VAT Status</u>	<u>Statutory / Discretionary</u>
<b>Northam Burrows</b>				
<b>Daily Toll</b>				
Motorcycles (Day and Evening) - returning entry	£2.00	£2.00	S	D
Car - Day - returning entry	£4.00	£4.50	S	D
Mini bus/Car & Trailer (10 - 17 seats) - Day - returning entry	£6.00	£7.00	S	D
Car - Evening	£2.00	£2.00	S	D
Coach/Mini bus & Trailer - Day - returning entry	£9.00	£10.00	S	D
<b>Season Ticket</b>				
Weekly Car ticket	£15.00	£15.00	S	D
Season Motorcycle ticket	£25.00	£30.00	S	D
Season Car ticket	£40.00	£45.00	S	D
Duplicate/Replacement Season Ticket (incl. for change of details)	£0.00	£10.00	S	D
<b>Commercial Vehicles (per annum)</b>				
Coach/Bus	£550.00	£580.00	S	D
Minibus/Trailer	£440.00	£460.00	S	D
School Booking Fee	£25.00	£25.00	S	D
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)	£30.00	£35.00	E	D
Commercial Rent of Land (per season)	£220.00	£230.00	E	D

**Note:**  
**Prices reviewed for inflation & other contributing costs (rounded)**  
**New Fee for replacement season tickets in line with other duplicate/replacement fees**

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	Statutory/ Discretionary
<b>Harbour/Pilotage/Mooring Charges</b>				
<b>Harbour charges</b>				
Conservancy Charge - per gross tonne	£0.55	£0.55	Z	D
Wharfage (loaded on or off) (Clay) - per tonne of cargo	£0.72	£0.72	Z	D
Wharfage (loaded on or off) (Logs) - per tonne of cargo	£0.90	£0.90	Z	D
Craneage (loaded on or off) - per tonne of cargo	£1.30	£1.30	Z	D
Water				
Connection - per vessel	£26.00	£27.00	Z	D
Supply - per tonne	£1.40	£1.50	Z	D
<b>Craneage (during working hours)</b>				
Single boat lift - per tonne (minimum charge of 2 tonnes)	£40.00	£45.00	S	D
Crane moving cost - per mile (minimum 1 mile)	£75.00	£80.00	S	D
Other crane lifts	By quotation	By quotation	S	D
<b>Pilotage Charges</b>				
Charge incl. boarding, landing and boatman - per gross tonne	£0.35	£0.35	Z	D
Charge with Pilot Exemption Certificate	25% of full charge	25% of full charge	Z	D
Pilot ordered to attend a vessel at tide time and such vessel does not then leave	£96.49	£96.49	Z	D
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:	£120.20	£120.20	Z	D
And additional pilot boat fee of (River Torrige):	£315.69	£315.69	Z	D
Pilot Boat Services - varies depending on size of vessel:	0-£315.69	0-£315.69	Z	D
Pilot Boat Services - surcharge within River Taw:	£240.38	£240.38	Z	D
<b>Pilot Exemption Certificates</b>				
Examination	£132.20	£132.20	N	D
Certificate	£34.87	£34.87	N	D
Renewal	£34.87	£34.87	N	D
<b>Mooring Charges</b>				
Pleasure mooring charges Bank End - per metre per annum	£35.00	£35.00	S	D
Commercial & Fishing Boat Mooring >15tonnes - per metre per annum	£39.00	£39.00	Z	D
Commercial & Fishing Boat Mooring <15 tonnes - per metre per annum	£39.00	£39.00	S	D
<b>Churchfield &amp; Riverbank Slipway charges (Payment via parking meter)</b>				
1 x launch only	£6.00	£6.00	S	D
1 x launch and parking for one vehicle	£10.00	£10.00	S	D
5 x launches and parking for one vehicle	£50.00	£50.00	S	D
One month permit for launching and parking for one vehicle	£70.00	£70.00	S	D
3 month permit for launching and parking for one vehicle	£200.00	£200.00	S	D
Permit covering period 1st April to 30th September for launching and parking for one vehicle	£320.00	£320.00	S	D
(Trailer must stay attached to vehicle at all times)				

**Note:**  
Harbour fees are considered at Harbour Board in January - Above are the fees which will be recommended

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	Statutory/ Discretionary
<b>Housing</b>				
<b>Houses in Multiple Occupation (HMO) Licence</b>				
Part A - Application Fee (Plus DBS Fee)	£315.00	£315.00	N	D
Part B - Grant Fee (Management & Enforcement)	£160.00	£160.00	N	D
<b>Houses in Multiple Occupation (HMO) Licence Variation</b>				
Inspection required	£220.00	£220.00	N	D
No Inspection required	£120.00	£120.00	N	D
<b>Hostel Rents:</b>				
Per night for a single/1.5 person room	£42.50	£43.60	E	D
Per night for a family room	£47.00	£48.22	E	D
<b>Hostel Service Charges:</b>				
Per night	£2.10	£2.80	E	D
Per night, per additional person - laundry charge.	£0.15	£0.15	E	D
<b>Council Owned &amp; Private Sector Leased Properties (Temporary Accommodation for Homeless Households):</b>				
Per night for a two bedroom property	£17.00	£17.00	E	S
Per night for a three bedroom property	£20.50	£20.50	E	S
Per night for a four bedroom property	£24.90	£24.90	E	S
<b>Notices</b>				
Prohibition, Improvement or Emergency Prohibition	£250.00	£250.00	N	D
Review of Notice/Suspended Notice (Inspection Required)	£180.00	£180.00	N	D
Review of Notice/Suspended Notice (No Inspection Required)	£115.00	£115.00	N	D
Immigration Housing Requests - visit and report	£180.00	£180.00	N	D

Note:  
 Hostel charges revised for inflation & utilities costs  
 Temporary Homeless Accommodation Household Properties are leased at LHA rates therefore no change

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	<u>Statutory /</u> <u>Discretionary</u>
<b>Electoral Registration</b>				
<b>Edited electoral register</b>				
<b>Data format</b>				
Admin fee	£20.00	£20.00	N	S
For each 1000 entries	£1.50	£1.50	N	S
<b>Printed format</b>				
Admin fee	£10.00	£10.00	N	S
For each 1000 entries	£5.00	£5.00	N	S
<b>Full electoral register</b>				
<b>Data format</b>				
Admin fee	£20.00	£20.00	N	S
For each 1000 entries	£1.50	£1.50	N	S
<b>Printed format</b>				
Admin fee	£10.00	£10.00	N	S
For each 1000 entries	£5.00	£5.00	N	S
<b>Marked registers</b>				
<b>Data format</b>				
Admin fee	£10.00	£10.00	N	S
For each 1000 entries	£1.00	£1.00	N	S
<b>Printed format</b>				
Admin fee	£10.00	£10.00	N	S
For each 1000 entries	£2.00	£2.00	N	S
<b>Marked postal vote lists</b>				
<b>Data format</b>				
Admin fee	£10.00	£10.00	N	S
For each 1000 entries	£1.00	£1.00	N	S
<b>Printed format</b>				
Admin fee	£10.00	£10.00	N	S
For each 1000 entries	£2.00	£2.00	N	S
<b>Confirmation of Residency Letters - per letter</b>				
*This will only be charged if additional work by reviewing previous years is undertaken	£6.00 or *No Charge	£6.00 or *No Charge	N	D
<b>Researching the Electoral Register</b>				
Per each year manually researched	£5.00	£5.00	N	D

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	<u>Statutory /</u> <u>Discretionary</u>
<b>Local Land Charges</b>				
The following fees marked with an asterisk include fees charged by Devon County Council for their replies to CON 29 and CON 29O Enquiries				
<b>LLC1 + CON 29 (i.e. Standard Search)*</b>	<b>£83.22</b>	<b>£83.22</b>	Split S & N	D
Additional Parcel of Land	<b>£0.92</b>	<b>£0.92</b>	Split S & N	D
<b>LLC1 Certificate of Search</b>	<b>£7.13</b>	<b>£7.13</b>	N	D
Additional Parcel of Land	<b>£0.42</b>	<b>£0.42</b>	N	D
<b>CON 29 Enquiries of the Local Authority (2016)*</b>	<b>£76.09</b>	<b>£76.09</b>	S	D
Additional Parcel of Land	<b>£0.50</b>	<b>£0.50</b>	S	D
<b>CON 29O Enquiries of the Local Authority (2016) when raised with CON 29</b>				
Q4. Road proposals by private bodies	<b>£5.09</b>	<b>£5.09</b>	S	D
Q.5 Advertisements	<b>£1.69</b>	<b>£1.69</b>	S	D
Q.6 Completion Notices*	<b>£2.50</b>	<b>£2.50</b>	S	D
Q.7 Parks and Countryside*	<b>£2.16</b>	<b>£2.16</b>	S	D
Q.8 Pipelines	<b>£0.34</b>	<b>£0.34</b>	S	D
Q.9 Houses in Multiple Occupation	<b>£1.40</b>	<b>£1.40</b>	S	D
Q.10 Noise Abatement	<b>£1.68</b>	<b>£1.68</b>	S	D
Q.11 Urban Development Areas	N/a	N/a	S	D
Q.12 Enterprise Zones	N/a	N/a	S	D
Q.13 Inner Urban Improvement Areas	N/a	N/a	S	D
Q.14 Simplified Planning Zones	N/a	N/a	S	D
Q.15 Land Maintenance Notices	N/a	N/a	S	D
Q.16 Mineral Consultation Areas*	<b>£3.58</b>	<b>£3.58</b>	S	D
Q.17 Hazardous Substance Consents	<b>£0.34</b>	<b>£0.34</b>	S	D
Q.18 Environmental and Pollution Notices	<b>£2.68</b>	<b>£2.68</b>	S	D
Q.19 Food Safety Notices	<b>£1.68</b>	<b>£1.68</b>	S	D
Q.20 Hedgerow Notices	<b>£0.85</b>	<b>£0.85</b>	S	D
Q.21 Flood Defence and Land Drainage Consents*	<b>£3.24</b>	<b>£3.24</b>	S	D
Q.22 Common Land and Town or Village Greens*	<b>£5.40</b>	<b>£5.40</b>	S	D
(Note: CON 29O Enquiries of the Local Authority (2016) submitted on their own or raised separately, incur an additional admin fee (see below))				

**Note:**  
**Service must remain cost neutral overall**  
**Fees with marked with an Asterisk\* may be subject to change from DCC**

Torridge District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	Statutory / Discretionary
Each <b>additional enquiry</b> raised by applicant with a Standard Search application (Note: See admin fee below)	£6.00	£6.00	S	D
The following charges apply when requesting <b>component CON 29 Enquiries</b> about a property and will also incur the <b>admin fee</b> detailed below.				
<b>CON 29 Enquiries of the Local Authority (2016)</b>				
Q.1.1 Planning and Building Decisions and Pending Applications				
(a)-(l)	£9.17	£9.17	S	D
(j)-(l)	£2.26	£2.26	S	D
Q.1.2 Planning Designations and Proposals*	£4.80	£4.80	S	D
Q.2 Roads and public rights of way*	£3.91	£3.91	S	D
Q.3.1 Land required for public purposes	£0.79	£0.79	S	D
Q.3.2 Land to be acquired for Road Works*	£1.31	£1.31	S	D
Q.3.3 Drainage matters*	£6.48	£6.48	S	D
Q.3.4 Nearby Road Schemes*	£5.17	£5.17	S	D
Q.3.5 Nearby Railway Schemes*	£3.83	£3.83	S	D
Q.3.6 Traffic Schemes*	£9.34	£9.34	S	D
Q.3.7 Outstanding Notices*	£2.83	£2.83	S	D
Q.3.8 Contravention of Building Regulations	£0.61	£0.61	S	D
Q.3.9 Notices, Orders, Directions and Proceedings under Planning Acts*	£3.86	£3.86	S	D
Q.3.10 Community Infrastructure Levy (CIL)	£0.79	£0.79	S	D
Q.3.11 Conservation Area	£0.64	£0.64	S	D
Q.3.12 Compulsory Purchase*	£4.16	£4.16	S	D
Q.3.13 Contaminated Land	£0.91	£0.91	S	D
Q.3.14 Radon Gas	£0.91	£0.91	S	D
Q.3.15 Assets of Community Value	£0.91	£0.91	S	D
<b>Admin Fee</b> (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)	£18.07	£18.07	S	D
Inspection of the Local Land Charges Register (i.e. a Personal Search)	Free	Free	S	D
Access to inspect and manually search unrefined Council records/information in situ in order to compile answers to CON 29 Enquiries	Free	Free	S	D

**Note:**  
**Service must remain cost neutral overall**  
**Fees with marked with an Asterisk\* may be subject to change from DCC**

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	Statutory / Discretionary
<b>Room Hire</b>				
<b>Caddsdwn</b>				
<b>Taw conference suite</b>				
Full Day	£146.00	£146.00	S	D
Half Day	£88.00	£88.00	S	D
Wedding Ceremonies - booked via Devon County Council Registrar	£68.00	£68.00	S	D
<b>Torrige conference suite</b>				
Full Day	£146.00	£146.00	S	D
Half Day	£88.00	£88.00	S	D
Wedding Ceremonies - booked via Devon County Council Registrar	£68.00	£68.00	S	D
<b>Studio J Meeting Room</b>				
Full Day	£55.00	£55.00	S	D
Half Day	£28.00	£28.00	S	D
<b>Other Facilities</b>				
Refreshments - per serving	£2.35	£2.35	S	D
Lunchtime buffet - details available on request			S	D
Regular use discount - more than 10 booking made at same time	10% discount	10% discount	S	D
Site Tenants discount	25% discount	25% discount	S	D
<b>Windmill Lane Main Chamber</b>				
Per Day (9am-4pm)	£46.00	£48.00	E	D
Per session (9am-12pm, 1pm-4pm)	£28.00	£29.00	E	D
Per hour after 4pm	£23.00	£24.00	E	D
Note: Bookings subject to checks with Northam Town Council				
<b>Additional charges and discounts Windmill Lane</b>				
Trade (Commercial) Use - per day	Rates are doubled	Rates are doubled	S	D
Registered charities and cultural bodies & societies	25% discount	25% discount	E	D
Regular use discount - more than 6 booking made at same time	25% discount	25% discount	S	D
Setting up and clearing away (extra outside booked times), per hour	£20.00	£20.00	S	D
<b>Fishdock</b>				
Ice - charge per tonne	£56.50	£58.00	Z	D
<b>Waste Management Services</b>				
Collection of fridge or freezer - per item	£20.00	£20.50	N	D
Concessionary rate*	£17.00	£17.50	N	D
1 to 2 Bulky Items (3 piece suites counts as 2 items)	£20.00	£20.50	N	D
Concessionary rate*	£17.00	£17.50	N	D
3 Bulky Items	£27.00	£27.50	N	D
Concessionary rate*	£23.00	£23.50	N	D
4 Bulky Items	£34.00	£35.00	N	D
Concessionary rate*	£29.00	£29.50	N	D
Schedule 2 waste – collection not disposal (Domestic waste from business premises). Per bag, bag supplied by owner	£2.10	£2.10	S	D
Commercial waste bags includes disposal	£2.85	£2.85	N	D
Composting Bin	£14.00	£14.00	S	D
Green Waste - Annual collection charge (per green bin)	£35.00	£35.00	N	D

\*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

**Note:**  
**Bulky Items increased by rounded inflation**  
**Green waste remains the same to encourage take-up retention**  
**Prices compared with other local authorities to ensure comparability**

Torrige District Council - Fees & Charges 2020/21

Note: Amounts listed include VAT (if applicable)	2019/20	2020/21	VAT Status	Statutory/ Discretionary
<b>Customer Services</b>				
<b>Agendas *</b>				
Per year				
Plans Committee Agendas	£161.50	£165.70	S	D
All other Agendas	£150.00	£154.00	S	D
* These are freely available online from <a href="https://democracy.torrige.gov.uk">https://democracy.torrige.gov.uk</a>				
<b>Council Tax/Business Rates</b>				
Summons	£55.00	£55.00	E	S
Liability Order	£10.00	£10.00	E	S
<b>Miscellaneous</b>				
Flood defence sacks (Aqua-sacs)	£3.70	£3.70	S	D
<b>Radiolink</b>				
Bideford scheme	£140.00	£140.00	S	D
<b>Drone Services (Including Pilot)</b>				
Half Day	£300.00	£300.00	S	D
Full Day	£500.00	£500.00	S	D
<b>Payroll</b>				
Processing payroll for the Parish Clerk:				
Initial setup fee per employee	£25.00	£25.00	S	D
Charge per payslip	£10.00	£10.00	S	D
<b>Legal Department</b>				
Certifying Pensions (to enable people to claim overseas pensions)	£25.00	£25.00	S	D
Planning Agreements (Section 106) - Legal Charge (per hour)	£80.00	£80.00	N	D
<b>Lease Agreements -</b>				
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	£72.00	£72.00	E/S	D
Termination Fee (if termination occurs within the first year of the term)	£72.00	£72.00	E/S	D
Termination Fee (if termination occurs after the first year of the term)	£48.00	£48.00	E/S	D
Amendments (which require a change in the original Lease)	£36.00	£36.00	E/S	D
Deed of Surrender (termination of lease prior to end of the Break Notice) + Termination Fee as above	£36.00	£36.00	E/S	D
Garden Lease Administration Fee	£30.00	£30.00	E/S	D
Garden Lease Termination Fee	£30.00	£30.00	E/S	D

**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: 11/12/19

**Note:**

Agendas revised for inflation and freely available on line

Court costs reviewed and remain reasonable

Little appetite for shops to sign up for Radiolink with limited police presence

Lease Agreement fees introduced in 2019 - Reviewed and considered to remain reasonable