

Torrige District Council

Fees and Charges 2023/24

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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% |

Torrige District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

2022/23

2023/24 VAT Status

Culture and Leisure

Sport Facilities (per game)

| | | | |
|---------------------------|---------------|---------------|---|
| Football Pitches | £49.00 | £53.00 | S |
| Rugby Outside Pitch | £49.00 | £53.00 | S |
| Cricket Grass Wicket | £56.00 | £60.00 | S |
| Cricket Artificial Wicket | £19.00 | £20.50 | S |
| Cricket Pavilion | £11.50 | £12.50 | E |
| Standard Youth Hire | £17.00 | £18.50 | S |

Note: 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 Active Torrige Ltd. Please visit www.activetorrige.co.uk for further information

Land Licences

| | | | |
|--|---------------|---------------|---|
| Admin Fee for all Licences | £33.50 | £50.00 | S |
| Commercial Event (per day) - Prices on arrangement dependent on use & duration | POA | POA | E |
| Charities & not for profit organisations with commercial elements involved (per day) | £61.00 | £66.00 | E |
| Damage Deposit Fee - Prices on arrangement dependent on use & duration | POA | POA | N |
| Water and Electricity charge at events (per day) | POA | POA | S |

| | | | |
|---|----------------|----------------|---|
| Voluntary Wind, Waves & Water beach safety acknowledgement certificate | £100.00 | £110.00 | S |
|---|----------------|----------------|---|

Garages

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

Note

Prices reviewed for inflation & related costs

Land Licences officer time reviewed for Officer time recovery

Torrige District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

2022/23

2023/24

VAT Status

Cemeteries

| | 50% | 25% | |
|--|-----------|-----------|---|
| TDC Resident Reduction on below fee's marked with asterisk* | | | |
| Interment | | | |
| Adult | | | |
| Single* | £1,365.00 | £1,485.00 | E |
| Double* | £1,670.00 | £1,814.00 | E |
| Triple* | £1,943.00 | £2,110.00 | E |
| Child | | | |
| Under 16 | Free | Free | E |
| Ashes | | | |
| Adult* | £315.00 | £342.00 | E |
| Child (under 16) | Free | Free | E |
| Scattering* | £163.00 | £177.00 | E |
| Interment at Weekend additional fee* | £315.00 | £342.00 | E |
| Exclusive Rights of Burial - For 25 years | | | |
| Adult* | £1,103.00 | £1,198.00 | E |
| Child (under 16) | Free | Free | E |
| Renewal (Plot Un-used)* | £1,103.00 | £1,198.00 | E |
| Renewal (Plot in use) | £147.00 | £160.00 | E |
| Ashes* | £163.00 | £177.00 | 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* | £242.00 | £263.00 | E |
| Erection of Headstone* | £368.00 | £400.00 | E |
| Erection of Tablet / Vase* | £131.00 | £142.00 | E |
| Additional Headstone Inscription* | £76.00 | £83.00 | E |
| Search of Register | £46.00 | £50.00 | E |
| Copy of Register Entry | £46.00 | £50.00 | E |
| Memorial Benches | | | |
| Concrete & timber seat | £1,024.00 | £1,112.00 | S |
| Solid timber bench | £735.00 | £798.00 | S |
| Additional plaque | £81.00 | £88.00 | S |
| Refurbishment of existing bench | £520.00 | £565.00 | S |
| Trees | | | |
| Prices on Application. Approximately: | £105.00 - | £114.00 - | |
| | £160.01 | £174.00 | N |
| Free standing plaque | £98.00 | £106.00 | S |

Note

Reduction in Resident discount approved at Full Council

Prices reviewed for inflation

Average 8% increase

Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

2022/23

2023/24 VAT Status

Planning

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

Pre-Application Charges <https://www.torridge.gov.uk/article/11074> S

Enforcement

| | | | |
|--|--------|---------|---|
| Written Confirmation of Compliance with Enforcement Notice | N/A | £120.00 | N |
| Request to Withdraw Notice | N/A | £120.00 | N |
| Written Advice - No further Action | £25.00 | £70.00 | N |
| High Hedges | N/A | £600.00 | N |

Building Control

* Please contact the office on 01237 428724 who can give assistance and full fee information.

Demolition Notice Fee £165.00 £165.00 N

Building Control Documents

| | | | |
|---|--------|--------|---|
| Copy of Building Regulation Approval/Completion Certificate | £18.50 | £20.00 | S |
| Third party Land Sales (letter) | £43.00 | £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 £50.00 £54.00 N

Confirmation of Address Letter £33.00 £36.00 N

New developments:

| | | | |
|--|--------|--------|---|
| - charge set for street naming with an additional fee for number of properties | £76.00 | £83.00 | N |
| per unit (1-10 properties) | £13.00 | £14.00 | N |
| per unit (11-100 properties) | £6.50 | £7.00 | N |
| per unit (101+ properties) | £1.50 | £1.60 | N |

Note

Enforcement fees (excl. hedges) benchmarked with North Devon Council.

High Hedges - estimate of officer time

Other fees increased with inflation - average 8%

Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

2022/23

2023/24 VAT Status

| | 2022/23 | 2023/24 | VAT Status |
|---|-----------|-----------|------------|
| 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 | £100.00 | £100.00 | N |
| Hypnotism Licence | £50.00 | £60.00 | N |
| Gambling Act 2005 | | | |
| Betting and Gaming: | | | |
| Premises licences | | | |
| Bingo Club | | | |
| New Application | £1,225.00 | £1,225.00 | N |
| Variation | £1,225.00 | £1,225.00 | N |
| Annual Fee | £750.00 | £750.00 | N |
| Transfer | £500.00 | £500.00 | N |
| Re-instatement | £500.00 | £500.00 | N |
| Provisional Statement | £1,175.00 | £1,175.00 | N |
| Application - Provisional Statement Holders | £500.00 | £500.00 | N |
| Betting Premises (non-track) | | | |
| New Application | £1,225.00 | £1,225.00 | N |
| Variation | £1,225.00 | £1,225.00 | N |
| Annual Fee | £600.00 | £600.00 | N |
| Transfer | £500.00 | £500.00 | N |
| Re-instatement | £500.00 | £500.00 | N |
| Provisional Statement | £1,175.00 | £1,175.00 | N |
| Application - Provisional Statement Holders | £500.00 | £500.00 | N |
| Tracks | | | |
| New Application | £1,225.00 | £1,225.00 | N |
| Variation | £1,225.00 | £1,225.00 | N |
| Annual Fee | £750.00 | £750.00 | N |
| Transfer | £500.00 | £500.00 | N |
| Re-instatement | £500.00 | £500.00 | N |
| Provisional Statement | £1,175.00 | £1,175.00 | N |
| Application - Provisional Statement Holders | £500.00 | £500.00 | N |
| Family Entertainment Centre | | | |
| New Application | £1,225.00 | £1,225.00 | N |
| Variation | £1,000.00 | £1,000.00 | N |
| Annual Fee | £750.00 | £750.00 | N |
| Transfer | £500.00 | £500.00 | N |
| Re-instatement | £500.00 | £500.00 | N |
| Provisional Statement | £1,175.00 | £1,175.00 | N |
| Application - Provisional Statement Holders | £500.00 | £500.00 | N |
| Adult Gaming Centre | | | |
| New Application | £1,225.00 | £1,225.00 | N |
| Variation | £1,000.00 | £1,000.00 | N |
| Annual Fee | £750.00 | £750.00 | N |
| Transfer | £500.00 | £500.00 | N |
| Re-instatement | £500.00 | £500.00 | N |
| Provisional Statement | £1,175.00 | £1,175.00 | N |
| Application - Provisional Statement Holders | £500.00 | £500.00 | N |
| All Premises Licence Types | | | |
| Duplicate Licence | £25.00 | £25.00 | N |
| Change of Details | £50.00 | £50.00 | N |
| Temporary Use Notice | £50.00 | £50.00 | N |

Note

Fees Semi-Discretionary - capped max

Can only represent recovery of costs

Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

| | <u>2022/23</u> | <u>2023/24</u> | <u>VAT Status</u> |
|---|----------------|----------------|-------------------|
| Taxis and Private Hire | | | |
| Hackney Carriage Vehicle Licence (1 Year) | | | |
| Application (includes £70 fee for demand survey) | £160.00 | £160.00 | N |
| Grant (Plus Plate Deposit Below) | £75.00 | £80.00 | N |
| Private Hire Vehicle Licence (1 Year) | | | |
| Application | £90.00 | £90.00 | N |
| Grant (Plus Plate Deposit Below) | £75.00 | £80.00 | N |
| HC/PH Hire Drivers Licence (1 year) - Grant | | | |
| Application | £110.00 | £115.00 | N |
| Grant | £75.00 | £80.00 | N |
| HC/PH Hire Drivers Licence (1 year) - Renewal | | | |
| Application | £70.00 | £80.00 | N |
| Grant | £75.00 | £80.00 | N |
| HC/PH Hire Drivers Licence (3 year) - Grant | | | |
| Application | £110.00 | £115.00 | N |
| Grant | £225.00 | £240.00 | N |
| HC/PH Hire Drivers Licence (3 year) - Renewal | | | |
| Application | £70.00 | £80.00 | N |
| Grant | £225.00 | £240.00 | N |
| Private Hire Operators Licence - per vehicle (1 year) | | | |
| Application | £40.00 | £45.00 | N |
| Grant | £75.00 | £80.00 | N |
| Private Hire Operators Licence - per vehicle (5 year) | | | |
| Application | £40.00 | £45.00 | N |
| Grant | £375.00 | £400.00 | 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 | £25.00 | £26.00 | N |
| Admin Fee - Licence Amendment / Cancellation | £25.00 | £26.00 | N |
| Transfer of Vehicle Licence (proprietor) | £25.00 | £26.00 | 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) | £48.25 | £48.25 | N |
| Temporary Vehicle Licence per month Plus Charge for Replacement Licence Plate | £30.00 | £35.00 | N |

Note

Fees reviewed for inflation and cost recovery

Can only represent recovery of costs

Torrige District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

2022/23

2023/24

VAT Status

Animal Activity Licenses

Animal Boarding

| | | | |
|-------------|---------|---------|---|
| Application | £145.00 | £180.00 | N |
| Grant | £150.00 | £150.00 | N |

Dog Day Care

| | | | |
|-------------|---------|---------|---|
| Application | £145.00 | £180.00 | N |
| Grant | £150.00 | £150.00 | N |

Selling Animals as Pets

| | | | |
|-------------|---------|---------|---|
| Application | £145.00 | £180.00 | N |
| Grant | £150.00 | £150.00 | N |

Home Boarding

| | | | |
|-------------|---------|---------|---|
| Application | £115.00 | £135.00 | N |
| Grant | £150.00 | £150.00 | N |

Keeping Animals for Exhibition

| | | | |
|-------------|---------|---------|---|
| Application | £115.00 | £135.00 | N |
| Grant | £150.00 | £150.00 | N |

Breeding of Dogs (Plus Vet Fees)

| | | | |
|-------------|---------|---------|---|
| Application | £155.00 | £210.00 | N |
| Grant | £150.00 | £150.00 | N |

Hiring of Horses (Plus Vet Fees)

| | | | |
|-------------|---------|---------|---|
| Application | £155.00 | £210.00 | N |
| Grant | £150.00 | £150.00 | N |

Fee for each additional activity

| | | | |
|--------------------------|--------|--------|---|
| Maximum fee per activity | £60.00 | £65.00 | N |
|--------------------------|--------|--------|---|

Dangerous Wild Animals (Plus Vet Fees)

| | | | |
|-----------------------|---------|---------|---|
| Application | £215.00 | £235.00 | N |
| Grant - plus Vet fees | £160.00 | £175.00 | N |

Zoos (Plus Inspection Fee)

| | | | |
|-----------------------|---------|---------|---|
| Application | £265.00 | £280.00 | N |
| Grant - plus Vet fees | £470.00 | £510.00 | N |

| | | | |
|---|--------|--------|---|
| Variation to license/Re-evaluation of rating (Plus Inspection Fees) | £40.00 | £45.00 | N |
|---|--------|--------|---|

| | | | |
|-------------------------------|--------|--------|---|
| Replacement/Duplicate Licence | £10.00 | £10.00 | N |
|-------------------------------|--------|--------|---|

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

Note

Fees reviewed for inflation and cost recovery

Can only represent recovery of costs

Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

2022/23

2023/24

VAT Status

Sundry Licences and Registration

Boat And Boatman's Licensing

Boat - Grant

| | | | |
|-------------|--------|--------|---|
| Application | £54.00 | £56.00 | N |
|-------------|--------|--------|---|

| | | | |
|-------|--------|--------|---|
| Grant | £60.00 | £65.00 | N |
|-------|--------|--------|---|

Boat - Renewal

| | | | |
|-------------|--------|--------|---|
| Application | £44.00 | £46.00 | N |
|-------------|--------|--------|---|

| | | | |
|-------|--------|--------|---|
| Grant | £60.00 | £65.00 | N |
|-------|--------|--------|---|

Boatmen - Grant

| | | | |
|-------------|--------|--------|---|
| Application | £74.00 | £80.00 | N |
|-------------|--------|--------|---|

| | | | |
|-------|--------|--------|---|
| Grant | £50.00 | £55.00 | N |
|-------|--------|--------|---|

Boatmen - Renewal

| | | | |
|-------------|--------|--------|---|
| Application | £34.00 | £36.00 | N |
|-------------|--------|--------|---|

| | | | |
|-------|--------|--------|---|
| Grant | £50.00 | £55.00 | N |
|-------|--------|--------|---|

Operator - Grant

| | | | |
|-------------|--------|---------|---|
| Application | £94.00 | £100.00 | N |
|-------------|--------|---------|---|

| | | | |
|-------|--------|--------|---|
| Grant | £60.00 | £65.00 | N |
|-------|--------|--------|---|

Operator - Renewal

| | | | |
|-------------|--------|--------|---|
| Application | £44.00 | £50.00 | N |
|-------------|--------|--------|---|

| | | | |
|-------|--------|--------|---|
| Grant | £60.00 | £65.00 | N |
|-------|--------|--------|---|

Replacement/Duplicate License/ID Badge

| | | |
|--------|--------|---|
| £10.00 | £10.00 | N |
|--------|--------|---|

Licensing of Sex Establishments

| | | | |
|-------------------|---------|---------|---|
| New - Application | £300.00 | £325.00 | N |
|-------------------|---------|---------|---|

| | | | |
|-------------|-----------|-----------|---|
| New - Grant | £2,040.00 | £2,200.00 | N |
|-------------|-----------|-----------|---|

| | | | |
|-----------------------|---------|---------|---|
| Renewal - Application | £190.00 | £205.00 | N |
|-----------------------|---------|---------|---|

| | | | |
|---------------|-----------|-----------|---|
| Renewal Grant | £2,040.00 | £2,200.00 | N |
|---------------|-----------|-----------|---|

| | | | |
|--------------------|---------|---------|---|
| Transfer/Variation | £200.00 | £225.00 | N |
|--------------------|---------|---------|---|

Scrap Metal Dealers Licence

Site Licence

| | | | |
|-------------|--------|--------|---|
| Application | £65.00 | £70.00 | N |
|-------------|--------|--------|---|

| | | | |
|-------|---------|---------|---|
| Grant | £110.00 | £120.00 | N |
|-------|---------|---------|---|

Mobile Collector

| | | | |
|-------------|--------|--------|---|
| Application | £50.00 | £55.00 | N |
|-------------|--------|--------|---|

| | | | |
|-------|--------|--------|---|
| Grant | £75.00 | £85.00 | N |
|-------|--------|--------|---|

| | | | |
|--|--------|--------|---|
| Replacement/Duplicate License/ID Badge | £10.00 | £10.00 | N |
|--|--------|--------|---|

Note

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Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

2022/23

2023/24 VAT Status

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) | £0.50 | £0.55 | N |
|--|-------|-------|---|

Export Certificates

| | | | |
|------|--------|--------|---|
| Food | £51.00 | £55.00 | N |
|------|--------|--------|---|

| | | | |
|----------|--------|--------|---|
| Premises | £51.00 | £55.00 | N |
|----------|--------|--------|---|

| | | | |
|--|---------------|---------------|----------|
| Note: If inspection required per hour - min. 1 hour | £34.00 | £45.75 | N |
|--|---------------|---------------|----------|

| | | | |
|--|----------------|----------------|----------|
| Re-inspection requests for Food Hygiene Rating Scheme | £150.00 | £163.00 | N |
|--|----------------|----------------|----------|

Food Condemnation Certificate

| | | | |
|--|--------|--------|---|
| Per hour plus food collection costs* (*direct recharge of 3rd party costs) | £40.00 | £45.75 | N |
|--|--------|--------|---|

Safer Food Better Business Catering Pack

| | | |
|-------|-------|---|
| £8.00 | £9.00 | Z |
|-------|-------|---|

| | | | |
|--------------------------|---------------|---------------|----------|
| Pack plus Postage | £10.00 | £11.00 | Z |
|--------------------------|---------------|---------------|----------|

| | | | |
|----------------------------------|--------------|--------------|----------|
| 12 Month Diary Sheet Pack | £3.50 | £3.80 | Z |
|----------------------------------|--------------|--------------|----------|

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 | £134.15 | £145.00 | N |
|-----------------------|---------|---------|---|

| | | | |
|--|--------|--------|---|
| Person Registration Competency Check & Certificate | £53.55 | £58.00 | N |
|--|--------|--------|---|

| | | | |
|---|--------|--------|---|
| Personal Registration Certificate (Amendment) | £24.50 | £27.00 | N |
|---|--------|--------|---|

Control of Stray Dogs

| | | | |
|--|--------|--------|---|
| Daily Kennelling charge (any part day charged at full day) | £19.00 | £22.00 | N |
|--|--------|--------|---|

Dog warden/ administration fee

| | | | |
|---|--------|--------|---|
| - Dogs WITH current tag/ up to date microchip | £53.60 | £58.20 | N |
|---|--------|--------|---|

| | | | |
|--|--------|--------|---|
| - Dogs WITHOUT current tag/ up to date microchip | £76.36 | £82.92 | N |
|--|--------|--------|---|

| | | | |
|--|-------------|-------------|----------|
| Vet fees (if applicable - charged at cost) | Cost | Cost | N |
|--|-------------|-------------|----------|

Park Homes

| | | | |
|--|-----------------|----------------|---|
| New Park Home Site Licence (+ per pitch) | £275.90 (+4.03) | £299.6 (+4.38) | N |
|--|-----------------|----------------|---|

| | | | |
|--------------------------|-----------------|----------------|---|
| Annual Fee (+ per pitch) | £151.54 (+4.03) | 164.57 (+4.38) | N |
|--------------------------|-----------------|----------------|---|

| | | | |
|--|---------|---------|---|
| Standard Licence Transfer or Amendment (no visit required) | £122.31 | £132.82 | N |
|--|---------|---------|---|

| | | | |
|--|----------------|----------------|---|
| Significant Licence Amendment (additional fee) (+ per pitch) | £78.51 (+4.03) | £85.26 (+4.38) | N |
|--|----------------|----------------|---|

| | | | |
|-----------------------|--------|--------|---|
| Deposit of Site Rules | £56.77 | £61.65 | N |
|-----------------------|--------|--------|---|

| | | | |
|-------------------------------|---------|---------|---|
| Fit and Proper Persons Checks | £215.00 | £215.00 | N |
|-------------------------------|---------|---------|---|

Enforcement Charges (Determined on a case by case basis)

(See Park Homes Fees Policy for more details)

Note

Fees reviewed for inflation and cost recovery

Can only represent recovery of costs

Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

| | <u>2022/23</u> | <u>2023/24</u> | <u>VAT Status</u> |
|--|----------------|----------------|-------------------|
| Community Protection Fixed Penalty Notice | | | |
| Paid within 10 days | £60.00 | £60.00 | N |
| Paid within 14 days | £100.00 | £100.00 | N |
| Failure to Furnish Documentation (Waste Carriers Licence) | | | |
| Paid within 10 days | £180.00 | £180.00 | N |
| Paid within 14 days | £300.00 | £300.00 | N |
| Failure to Produce Authority (Waste Carriers Licence) | | | |
| Paid within 10 days | £180.00 | £180.00 | N |
| Paid within 14 days | £300.00 | £300.00 | N |
| 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 - per hour | | | |
| Maximum 3 hours / See EIR Charges | £25.00 | £42.00 | N |
| Sampling and Analysis of Private Water Supplies | | | |
| Risk Assessment (incl. 'check sample' visit charge)* | £245.00 | £266.00 | E |
| Sampling Visit* | £85.00 | £92.30 | E |
| Investigation | £100.00 | £100.00 | E |
| Granting an Authorisation | £100.00 | £100.00 | E |
| Missed Appointments | £10.90 | £11.84 | E |

*Analysis will be charged at cost - please contact TDC for further information

Note

Fees reviewed for inflation and cost recovery

Penalties can only be set within defined Min-Max range. Currently at max so no scope for increase

Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

2022/23

2023/24

VAT Status

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 | £250.00 | £250.00 | E |
| Additional cost for property search | | £165.00 | E |
| Additional fee's (including undertakers) charged at cost | | | |

| | | | |
|--|----------------|----------------|---|
| Exhumations - attendance and monitoring | £500.00 | £500.00 | E |
|--|----------------|----------------|---|

| | | | |
|--|-------------------------------------|--|---|
| Works in Default (various legislation): administrative charge | Cost plus 10% works plus 10% | | S |
|--|-------------------------------------|--|---|

Car Parks / Tolls

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

| | | | |
|-----------|---------------|---------------|---|
| Per month | £42.00 | £45.00 | S |
|-----------|---------------|---------------|---|

Penalty Charge Notices (Dependant on nature of contravention)

| | | | |
|-------------|---------------|---------------|---|
| Base charge | £50.00 | £50.00 | N |
| or | £70.00 | £70.00 | N |

Northam Burrows

Daily Toll

| | | | |
|--|---------------|---------------|---|
| Motorcycles (Day and Evening) - returning entry | £2.00 | £2.50 | S |
| Mini bus/Car & Trailer (10 - 17 seats) - Day - returning entry | £7.00 | £8.50 | S |
| Car - Evening | £2.00 | £2.50 | S |
| Coach/Mini bus & Trailer - Day - returning entry | £10.00 | £12.00 | S |

Season Ticket

| | | | |
|---|---------------|---------------|---|
| Season Motorcycle ticket | £30.00 | £35.00 | S |
| Duplicate/Replacement Season Ticket (incl. for change of details) | £10.00 | £12.00 | S |

Commercial Vehicles (per annum)

| | | | |
|--------------------|----------------|----------------|---|
| Coach/Bus | £580.00 | £695.00 | S |
| Minibus/Trailer | £460.00 | £550.00 | S |
| School Booking Fee | £25.00 | £30.00 | 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) | £35.00 | £40.00 | E |
| Commercial Rent of Land (per season) | £230.00 | £275.00 | E |

Hire of Function Room (All participants must pay toll fees to enter the park)

| | | | |
|---|---------------|---------------|---|
| Half Day | £15.00 | £20.00 | S |
| Full Day | £25.00 | £35.00 | S |
| Charge for Public Liability insurance (Registered Charity Only) | £7.50 | £9.00 | S |

Note

Monthly Business Parking permits in line with other parking raises approved by Full council.

Parking Penalties can only be set within defined Min-Max range

Burrows Motorcycles & Car - Evening charges previously approved by full council at £2.40 but ranger wants to work in increments of £0.50p to keep traffic moving at peak times.

Other Burrows increases in line with other parking charge increases approved by full council.

Torrige District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

| | <u>2022/23</u> | <u>2023/24</u> | <u>VAT Status</u> |
|---|--------------------|--------------------|-------------------|
| Harbour/Pilotage/Mooring Charges | | | |
| Harbour charges | | | |
| Conservancy Charge - per gross tonne | £0.60 | £0.64 | Z |
| Wharfage (loaded on or off) (Clay) - per tonne of cargo | £0.75 | £0.80 | Z |
| Wharfage (loaded on or off) (Logs) - per tonne of cargo | N/A | N/A | Z |
| Craneage (loaded on or off) - per tonne of cargo | £1.35 | £1.45 | Z |
| Water | | | |
| Connection - per vessel | £27.00 | £29.00 | Z |
| Supply - per tonne | £1.50 | £2.00 | Z |
| Craneage (during working hours) | | | |
| Single boat lift - per tonne (minimum charge of 2 tonnes) | £50.00 | £53.50 | S |
| Crane moving cost - per mile (minimum 1 mile) | £80.00 | £85.50 | S |
| Other crane lifts (per lift, Minimum charge 2 lifts) | £30.00 | £32.00 | S |
| Pilotage Charges | | | |
| Charge incl. boarding, landing and boatman - per gross tonne | £0.40 | £0.43 | 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 | £100.00 | £107.00 | 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: | £125.00 | £133.00 | Z |
| And additional pilot boat fee of (River Torrige): | £325.00 | £345.00 | Z |
| Pilot Boat Services - varies depending on size of vessel: | £0 - £325 | Remove | Z |
| Pilot Boat Services - surcharge within River Taw: | N/A | £260.00 | Z |
| Pilot Boat Services -Towage and recovery (per two hour or part thereof) | £150.00 | £160.00 | Z |
| Pilot Boat Services - Towage within harbour area (per two hour or part thereof) | £100.00 | £107.00 | Z |
| Mooring Labour | £75.00 | £80.00 | Z |
| Pilot Exemption Certificates | | | |
| Examination | £135.00 | £144.50 | N |
| Certificate | £35.50 | £38.00 | N |
| Renewal | £35.50 | £38.00 | N |
| Fishing Vessel Landing Fee's - per £ ad valorem | | | |
| Fresh Direct from sea, Private Landings, Frozen Imports, Fish Meal | £0.02 | £0.03 | N |
| Consigned Inwards | £0.02 | £0.03 | S |
| Mooring Charges | | | |
| Pleasure mooring charges Bank End - Per Week up to 20m | £50.00 | £53.50 | S |
| Pleasure mooring charges Bank End - Per Week >20 to 50m | £70.00 | £75.00 | S |
| Pleasure mooring charges Bank End - Per Month up to 20m | £150.00 | £160.00 | S |
| Pleasure mooring charges Bank End - Per Month >20m to 50m | £200.00 | £215.00 | S |
| Pleasure mooring charges Bank End - Per Annum £ per metre | £40.00 | £43.00 | S |
| Commercial & Fishing Boat Mooring >15tonnes - per metre per annum | £43.00 | £46.00 | Z |
| Commercial & Fishing Boat Mooring <15 tonnes - per metre per annum | £43.00 | £46.00 | S |
| Churchfield & Riverbank Slipway charges (Payment via parking meter) | | | |
| 1 x launch only | £6.00 | N/A | S |
| 1 x launch and parking for one vehicle | £10.00 | N/A | S |
| 5 x launches and parking for one vehicle | £50.00 | N/A | S |
| One month permit for launching and parking for one vehicle | £70.00 | N/A | S |
| 3 month permit for launching and parking for one vehicle | £200.00 | N/A | S |
| Permit covering period 1st April to 30th September for launching and parking for one vehicle (Trailer must stay attached to vehicle at all times) | £320.00 | N/A | S |

Note
 Increased where market will allow TDC to remain competitive/comparative.
 Slipway charges are now through parking meter. Cars/Trailers have to pay the standard parking charges for each space occupied

Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

| | <u>2022/23</u> | <u>2023/24</u> | <u>VAT Status</u> |
|--|----------------|----------------|-------------------|
| Housing | | | |
| Houses in Multiple Occupation (HMO) Licence | | | |
| Part A - Application Fee (Plus DBS Fee) | £321.30 | £348.90 | N |
| Part B - Grant Fee (Management & Enforcement) | £180.00 | £195.50 | N |
| Houses in Multiple Occupation (HMO) Licence Variation | | | |
| Inspection required | N/A | N/A | N |
| No Inspection required | N/A | N/A | N |
| Hostel Rents: | | | |
| Per night for a single/1.5 person room | £43.60 | £47.10 | E |
| Per night for a family room | £48.22 | £52.10 | E |
| Hostel Service Charges: | | | |
| Per night | £2.80 | £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 | £18.08 | LHA Rate | E |
| Per night for a three bedroom property | £21.37 | LHA Rate | E |
| Per night for a four bedroom property | £26.14 | LHA Rate | E |
| Notices | | | |
| Prohibition, Improvement or Emergency Prohibition | £258.20 | £280.40 | N |
| Review of Notice/Suspended Notice (Inspection Required) | £185.00 | £200.00 | N |
| Review of Notice/Suspended Notice (No Inspection Required) | £108.50 | £117.80 | N |
| Immigration Housing Requests - visit and report | £202.50 | £220.00 | S |

Note

Prices increased for inflation where appropriate.

Council Owned and PSL Temporary Accommodation (will include pods) to be set at LHA rate announced later in new year (set by VOA).

Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

2022/23

2023/24

VAT Status

Electoral Registration

| | 2022/23 | 2023/24 | VAT Status |
|--|------------------------|------------------------|-------------|
| Confirmation of Residency Letters - per letter | £6.00 or *No Charge | £6.00 or *No Charge | N |
| *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 |
| 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 | | | |
| LLC1 + CON 29 (i.e. Standard Search)* | £83.22 | £93.13 | Split S & N |
| Additional Parcel of Land | £0.92 | £1.02 | Split S & N |
| LLC1 Certificate of Search | £7.13 | £7.13 | N |
| Additional Parcel of Land | £0.42 | £0.42 | N |
| CON 29 Enquiries of the Local Authority (2016)* | £76.09 | £86.00 | S |
| Additional Parcel of Land | £0.50 | £0.60 | S |
| CON 29O Enquiries of the Local Authority (2016) when raised with CON 29 | | | |
| Q.4 Road proposals by private bodies | £5.09 | £5.60 | S |
| Q.5 Advertisements | £1.69 | £2.00 | S |
| Q.6 Completion Notices* | £2.50 | £2.80 | S |
| Q.7 Parks and Countryside* | £2.16 | £2.16 | S |
| Q.8 Pipelines | £0.34 | £0.40 | S |
| Q.9 Houses in Multiple Occupation | £1.40 | £1.60 | S |
| Q.10 Noise Abatement | £1.68 | £2.00 | 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 | N/a | £2.00 | S |
| Q.16 Mineral Consultation Areas* | £3.58 | £4.00 | S |
| Q.17 Hazardous Substance Consents | £0.34 | £0.50 | S |
| Q.18 Environmental and Pollution Notices | £2.68 | £3.00 | S |
| Q.19 Food Safety Notices | £1.68 | £2.00 | S |
| Q.20 Hedgerow Notices | £0.85 | £1.00 | S |
| Q.21 Flood Defence and Land Drainage Consents* | £3.24 | £3.24 | 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)) | | | |

Note

LLC1 Searches being transferred to Land Registry - intended to be before April but due to HMLR IT issues TDC may be required to retain these for a period, likely only a matter of weeks

Fees marked with * may change if DCC adjust their prices

Fees have been reviewed on Cost Recovery basis and amended where appropriate

Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

| | <u>2022/23</u> | <u>2023/24</u> | <u>VAT Status</u> |
|--|----------------|----------------|-------------------|
| Each additional enquiry raised by applicant with a Standard Search application (Note: See admin fee below) | £6.00 | £6.60 | 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) | £9.17 | £10.00 | S |
| (j)-(l) | £2.26 | £3.29 | S |
| Q.1.2 Planning Designations and Proposals* | £4.80 | £5.30 | S |
| Q.2 Roads and public rights of way* | £3.91 | £1.80 | S |
| Q.3.1 Land required for public purposes | £0.79 | £1.00 | S |
| Q.3.2 Land to be acquired for Road Works* | £1.31 | £0.60 | S |
| Q.3.3 Drainage matters* | £6.48 | £7.20 | S |
| Q.3.4 Nearby Road Schemes* | £5.17 | £5.70 | S |
| Q.3.5 Nearby Railway Schemes* | £3.83 | £4.20 | S |
| Q.3.6 Traffic Schemes* | £9.34 | £4.30 | S |
| Q.3.7 Outstanding Notices* | £2.83 | £3.10 | S |
| Q.3.8 Contravention of Building Regulations | £0.61 | £1.00 | S |
| Q.3.9 Notices, Orders, Directions and Proceedings under Planning Acts* | £3.86 | £4.30 | S |
| Q.3.10 Community Infrastructure Levy (CIL) | £0.79 | £0.79 | S |
| Q.3.11 Conservation Area | £0.64 | £1.00 | S |
| Q.3.12 Compulsory Purchase* | £4.16 | £4.60 | S |
| Q.3.13 Contaminated Land | £0.91 | £1.00 | S |
| Q.3.14 Radon Gas | £0.91 | £0.91 | S |
| Q.3.15 Assets of Community Value | £0.91 | £0.91 | 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) | £18.07 | £25.00 | 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 |

Note

Fees marked with * may change if DCC adjust their prices

Fees have been reviewed on Cost Recovery basis and amended where appropriate

Torrige District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

2022/23

2023/24

VAT Status

Room Hire

Caddsdwn

Taw conference suite

| | | | |
|--|---------|---------|---|
| Full Day | £153.00 | £166.00 | S |
| Half Day | £92.00 | £100.00 | S |
| Wedding Ceremonies - booked via Devon County Council Registrar | £71.00 | £77.00 | S |

Torrige conference suite

| | | | |
|--|---------|---------|---|
| Full Day | £153.00 | £166.00 | S |
| Half Day | £92.00 | £100.00 | S |
| Wedding Ceremonies - booked via Devon County Council Registrar | £71.00 | £77.00 | S |

Studio J Meeting Room

| | | | |
|----------|--------|--------|---|
| Full Day | £58.00 | £63.00 | S |
| Half Day | £29.00 | £32.00 | S |

Other Facilities

| | | | |
|---|--------------|--------------|---|
| Refreshments - per serving | £2.50 | £2.70 | 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) | £50.00 | £54.00 | E |
| Per session (9am-12pm, 1pm-4pm) | £30.00 | £33.00 | E |
| Per hour after 4pm | £25.00 | £27.00 | 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 | £21.00 | £23.00 | S |

Castle Hill Work Hub Great Torrington

Monthly Membership

| | | | |
|-----------------|-----|--------|---|
| 5 Days Per Week | N/A | £90.00 | E |
| 3 Days Per Week | N/A | £60.00 | E |
| 1 day Per Week | N/A | £40.00 | E |

Pay as you go

| | | | |
|--------------------------|-----|--------|---|
| Full day 9-5 | N/A | £20.00 | E |
| Half Day 9-1 / 1-5 | N/A | £10.00 | E |
| School Run Day (6 Hours) | N/A | £15.00 | E |

Meeting Room

| | | | |
|----------|-----|--------|---|
| Full Day | N/A | £70.00 | E |
| Half Day | N/A | £40.00 | E |
| Hourly | N/A | £15.00 | E |

Entire Venue Hire - Conference Room

| | | | |
|----------|-----|---------|---|
| Full Day | N/A | £150.00 | E |
| Half Day | N/A | £100.00 | E |

Note

Fee's adjusted for inflation where appropriate

Castle Hill WorkHub opened in year.

Torridge District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

| | <u>2022/23</u> | <u>2023/24</u> | <u>VAT Status</u> |
|--|----------------|----------------|-------------------|
| Fishdock | | | |
| Ice - charge per tonne | £61.00 | £66.00 | Z |
| Waste Management Services | | | |
| Collection of fridge or freezer - per item | £22.00 | £25.00 | N |
| Concessionary rate* | £19.00 | £22.00 | N |
| 1 to 2 Bulky Items (3 piece suites counts as 2 items) | £22.00 | £25.00 | N |
| Concessionary rate* | £19.00 | £22.00 | N |
| 3 Bulky Items | £29.50 | £32.00 | N |
| Concessionary rate* | £25.00 | £27.00 | N |
| 4 Bulky Items | £36.50 | £40.00 | N |
| Concessionary rate* | £31.50 | £35.00 | N |
| Schedule 2 waste – collection not disposal (Domestic waste from business premises). Per bag, bag supplied by owner | £2.35 | £2.70 | S |
| Commercial waste bags includes disposal | £3.20 | £3.80 | N |
| Composting Bin | N/A | N/A | S |
| Green Waste - Annual collection charge (per green bin) | £45.00 | £52.00 | 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 | | | |
| Customer Services | | | |
| Agendas * | | | |
| Per year | | | |
| Plans Committee Agendas | £175.00 | N/A | S |
| All other Agendas | £162.00 | N/A | S |
| * These are freely available online from https://democracy.torridge.gov.uk | | | |
| Council Tax/Business Rates | | | |
| Summons | £55.00 | £55.00 | E |
| Liability Order | £10.00 | £10.00 | E |

Note

Increased where market will allow TDC to remain competitive/comparative.

Agenda printing service no longer required as all on line for no charge

Torrige District Council - Fees & Charges 2023/24

Note: Amounts listed include VAT (if applicable)

| | <u>2022/23</u> | <u>2023/24</u> | <u>VAT Status</u> |
|--|----------------|----------------|-------------------|
| General | | | |
| Miscellaneous | | | |
| Flood defence sacks (Aqua-sacs) | £4.00 | £4.00 | S |
| Radiolink | | | |
| Bideford scheme | £145.00 | £150.00 | S |
| Drone Services (Including Pilot) | | | |
| Half Day | £300.00 | £300.00 | S |
| Full Day | £500.00 | £500.00 | S |
| Payroll | | | |
| Processing payroll for the Parish Clerk: | | | |
| Initial setup fee per employee | £26.00 | £28.50 | S |
| Charge per payslip | £10.50 | £11.50 | S |
| Legal Department | | | |
| Certifying Pensions (to enable people to claim overseas pensions) | £26.25 | £50.00 | S |
| Planning Agreements (Section 106) - Legal Charge (per hour) | £84.00 | £125.00 | N |
| Misc. Compliance Certificates (Section 157 etc.) | £75.00 | £100.00 | N/S |
| Legal Advice for Parish Councils | N/A | £125.00 | 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) | £75.50 | £125.00 | E/S |
| Administration/Set Up Fee Lease Renewal (Net Rent of £601 PA or over) | N/A | £100.00 | E/S |
| Administration/Set Up Fee (Net Rent of £600 PA or lower) | £31.50 | £62.50 | E/S |
| Administration/Set Up Fee Lease Renewal (Net Rent of £600 PA or lower) | N/A | £50.00 | E/S |
| Termination Fee (if termination occurs within the first year of the term) | £75.50 | £125.00 | E/S |
| Termination Fee (if termination occurs after the first year of the term) | £50.50 | £125.00 | E/S |
| Amendments (which require a change in the original Lease) | £38.00 | £100.00 | E/S |
| Licence for Alterations | N/A | £150.00 | E/S |
| Deed of Surrender (termination of lease prior to end of the Break Notice) + Termination Fee as above | £38.00 | N/A | E/S |
| Garden Lease Administration Fee | £31.50 | N/A | E/S |
| Garden Lease Termination Fee | £31.50 | N/A | 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.

Note

Lease agreements reviewed for officer time recovery

Garden lease fee's no longer a separate charge