

# GOSPORT

## BOROUGH COUNCIL

### Fees and Charges

2022

Fees and charges are effective from 1st January 2022 unless otherwise stated

<b>INDEX</b>	<b>Page(s)</b>
Abandoned - Unwanted Vehicles / Shopping Trolleys	4
Allotments	4
Beach Huts	4
Building Regulations Applications	23
Car Parks	5
CCTV	11
Cemetery	6
Community Infrastructure Levy	22
Dog Control	7
Electoral Services	7
Environmental Health Services	8
Garages	8
Housing	8
Land Charges	9
Letting of Land	10-11
Licences and Registrations	12-15
Market	16
Pest Control	16
Planning Pre-Applications	21-22
Postal Naming & Numbering	22
Private Hire / Hackney Carriage	17
Public Conveniences	17
Publications	17
Refuse Collections	18
Sports	19
Stokes Bay Mobile Home Park	20
Street Trading Consent	13
Wildgrounds Nature Reserve	20

## **VAT FOREWORD**

- 1 All charges include VAT where applicable. The VAT Code is per the list below.  
S – Standard rate  
O – Non business  
E – Exempt  
Z – Zero rated  
The Standard Rated VAT charge changed from the 1st January 2011 to a rate of 20.0%.  
A temporary reduced rate of 5% VAT for hospitality and tourism was introduced for the period 15th July 2020 to 30th September 2021. Followed by a further temporary rate of 12.5% VAT for the period 1st October 2021 to 31st March 2022.
- 2 All charges are effective from 1st January 2022 unless otherwise stated.

### **VAT - LICENCES TO OCCUPY LAND; LETTING OF SPORTS FACILITIES**

Exemption from VAT may be applicable under the following circumstances:

#### **A Single lets**

Each single let is for a continuous period of over 24 hours to the same person, the person to whom they are let having exclusive control of the facilities throughout the let.

OR

#### **B Series of Lets**

All of the following criteria must be satisfied before exemption can apply:

The series consists of 10 or more individual sessions of the same sport or activity, each session being in the same place, and the interval between each session is at least a day and not more than 14 days

The series is to be paid for as a whole, and there is clear evidence of this, whether or not the right to use the facility for any specific session is actually exercised, a formal agreement, exchange of letters, or an invoice issued in advance requiring payment for the sessions specified on the invoice would be sufficient evidence.

Refund for the non-availability of the facility by the Council would not invalidate this condition but provision for a refund in other circumstances would; and the facilities are let out to a school, club, association or organisation representing affiliated clubs or constituent associations; and the person to whom the facilities are let has exclusive use of them during the sessions.

It is not necessary to book the same pitch to qualify for exemption, provided it is within the same recreation ground. Any further bookings in addition to those specified in the formal agreement will be standard-rated and subject to VAT.

#### **VAT on Organised School Visits**

The letting of facilities to a local education authority school falls within these rules of exemption and is not outside the scope of VAT under the provisions of the Local Authorities (Goods and Services) Act 1970.

**ABANDONED / UNWANTED VEHICLES & SHOPPING TROLLEYS**

	£	VAT
Removal of Unwanted Vehicles	At Cost	S
Removal of Commercial Vehicles	At Cost	S
Removal of Caravans and Trailers	At Cost	S
Storage of Unwanted Vehicle - per day	25.00	S
Statutory Charges for Abandoned Vehicles - Example		
Removal of Abandoned Vehicle (Table 1 Regulation 4 - 2.2)	150.00	O
Storage of Abandoned Vehicle - per day (Table 2 Regulation 5 - 2.2)	20.00	O

Fee type: Statutory - Removal, Storage & Disposal of Vehicle (Prescribed Sums & Charges) Regulations 2008 as amended.

A full schedule of charges for each different vehicle type can be found at the Office of Public Sector Information Website [www.opsi.gov.uk](http://www.opsi.gov.uk).

**ABANDONED SHOPPING TROLLEYS (\*\* indicates new fee structure)**

	£	VAT
Charge for collection, return or disposal of Shopping Trolley ** (total cost of £310 for collection, storage for 42 days and disposal / return of Trolley)	50.00	O
Daily storage of Shopping Trolley **	5.00	O

**ALLOTMENTS**

	2023 Fee £	2022 Fee £	VAT
Annual charge per square rod (1 square rod is 25.29 square metres)	£6.50	£6.50	O
Annual charge per square metre	£0.26	£0.26	O
Deposit (refundable)	50.00	50.00	O

**BEACH HUT RENTAL - GOSPORT RESIDENTS ONLY**

	£	VAT
Annual Charge Full Rate	920.00	S
Other Concessions (Over 60's)	690.00	S
Weekly Charge Disabled Residents only	20.00	S

One hut is available for weekly hire at Stokes Bay.

**BEACH HUT SITE RENTAL - GOSPORT RESIDENTS ONLY**

Annual Charge Full Rate	460.00	S
Other Concessions (Over 60's)	350.00	S

***The site rental is for the last 3 remaining private beach huts at Lee on the Solent***

## **CAR PARKS**

		£	VAT
<b><u>PAY AND DISPLAY CHARGES</u></b>			
Mumby Road (Bus Station)			
	Per hour	1.10	S
	Over 5 hours (per day)	7.00	S
Trailers and Parking Permits (other than Medical Permits) are not allowed			
Long Stay (Town Centre, Lee-on-Solent, Stokes Bay, Hardway Slipway and Alver Valley)			
	Per hour	1.00	S
	Over 5 hours (per day)	6.00	S
Two Hour Car Parks (Town Centre and Lee-on-Solent)			
	30 Minutes (Coates Road Car Park only)	0.40	S
	First hour	0.60	S
	Up to 2 hours	1.00	S
Trailers and Parking Permits (other than Medical Permits) are not allowed			
Three Hour Car Park (Lee-on-Solent)			
	Per hour	1.00	S
	Marine Parade No 1 & 2		
Trailers (where permitted) - same charge as motor vehicle.			
Coaches - per hour	Only permitted in prescribed car parks	5.00	S
Motorcycles		Free	
Commercial Vehicles (over 3.5 tonnes GVW) parked in Mumby Road Lorry Park		Free	
Motor Homes (in Motor Homes bays)			
	Per hour	2.00	S
	Per day	10.00	S
Parking Charge Notices	Payment within 7days	50.00	N
	Payment after 7 days	70.00	N
<b><u>PERMITS</u></b>			
General Public			
	Annual Permit	490.00	S
	6 Month Permit	290.00	S
	3 Month Permit	150.00	S
	1 Month Permit	50.00	S
Gosport Town Centre Residents Permits			
	Available only to residents living in specific areas of the town centres and for use in the specified long stay car parks only	85.00	S
Medical (Local Surgeries)		No Charge	S
Leisure (includes Seafront and Alver Valley, excluding Motor Homes)		85.00	S
Leisure - Motor Homes		290.00	S

## **Notes**

1. All drivers of vehicles with a trailer will be responsible for the payment of the trailer charge.

## ANN'S HILL CEMETERY

£ VAT

### EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES\*\* - GOSPORT RESIDENT

Provision of new grave (Post 01/04/1992) - obligatory	720.00	O
Interment into Existing Site (Pre 01/04/1992) - obligatory	155.00	O
Provision of a Cremated Remains Plot (Post 01/04/1992) - obligatory	155.00	O
Provision of Grave for child	No Charge	

### INTERMENTS

The fees for interment include the digging of the grave to a depth sufficient for two interments and re-turfing after burial.

For the Interment

(i) of the body of a still born child, or of a child whose age at the time of death did not exceed 16 years

No Charge

(ii) of the body of a person whose age at the time of death exceeded 16 years

565.00 O

For any interment in a walled grave or vault

At Cost O

Interment - Cremated Remains

(subject to depth not exceeding 91.4cm (3ft) otherwise normal interment charge will apply, no charge for a child)

180.00 O

### MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS

For the right to erect or place on a grave or vault a headstone not exceeding 91.4cm (3ft) in height by 91.4cm (3ft) in width by 30.4cm (1ft) in depth or 76.2cm (2ft 6in) x 60.9cm (2ft) x 30.4cm (1ft)

Adult	155.00	O
Child	No Charge	

For the right to erect or place on a grave or vault in respect of which the exclusive right of burial has been granted - kerbstones or flatstones

(a) enclosing a space not exceeding 2.1m by 91.4cm (7ft by 3ft)	185.00	O
(b) enclosing a space not exceeding 2.1m by 1.8m (7ft by 6ft)	360.00	O
(c) tablets not exceeding 350mm x 450mm x 25mm	45.00	O

The fees indicated in this section include the first inscription.

For each inscription after the first a fee is payable

30.00 O

Annual Maintenance

Trimming Grass	70.00	O
Planting and Trimming Grass	90.00	O
Planting (Spring and Summer only)	80.00	O

Miscellaneous Items

Transfer of Grant of Right	82.00	O
Temporary Marker	31.00	O
Search in Burial Register (per burial entry)	10.00	O
Certificate of Burial	19.00	O
Use of Chapel	115.00	O
Exhumations	At Cost	S

### Notes

\*\* The fees indicated above include the Deed of Grant and all the expenses thereof  
Non-resident fees on application  
Imperial to metric conversions are approximate

## **DOG CONTROL**

			<b>£</b>	<b>VAT</b>
Collection of stray dog - Statutory charge	per dog	25.00		O
Kennelling fees	up to 7 days	115.00		O
Microchipping of dogs	per dog	10.00		S
	each additional dog at the same address	5.00		S
Private home check visit		33.00		S
Dog Bags	per packet of 60	3.00		S

### **Notes**

1. Statutory charge is as per the 'Environmental Protection (Stray Dog) Regulations 1992' and is payable before the dog is released.
2. Additional fees may be charged for costs incurred by the Council including legal fees incurred due to non-payment.

## **ELECTORAL SERVICES**

### **REGISTRATION OF ELECTORS (STATUTORY)**

<b>Item</b>	<b>Data</b>	<b>Printed</b>	
Sale of Open/Edited Register	£20 plus £1.50 per thousand entries (or part)	£10 plus £5.00 per thousand entries (or part)	Z
Sale of Full Register*	£20 plus £1.50 per thousand entries (or part)	£10 plus £5.00 per thousand entries (or part)	Z
Sale of monthly update notices*	£20 plus £1.50 per thousand entries (or part)	£10 plus £5.00 per thousand entries (or part)	Z
Sale of list of Overseas Electors	£20 plus £1.50 per hundred entries (or part)	£10 plus £5.00 per hundred entries (or part)	Z
Sale of Marked Register*	Where available £10 plus £1.00 per thousand entries (or part)	£10 plus £2.00 per thousand entries (or part)	Z

### **Notes:**

1. Supply of the Full Register, monthly update notices and the marked register is restricted by the Representation of the People Regulations.
2. Packing and carriage costs will also apply where relevant.
3. A request for the same part of the register in both printed and data form will be treated as two separate requests.

### **Election Staff Fees**

Returning Officer's fees and disbursements, Polling Station staff and Count Staff: as determined by Hampshire Election Fees Working Party; available on request from the Head of Electoral Services.

## **ENVIRONMENTAL HEALTH SERVICES**

				<b>£</b>	<b>VAT</b>
Food Premises Register					
Single Entry				2.25	S
Single Premises category, e.g. butchers				55.00	S
Whole Register				235.00	S
Export Certificate Fee				50.00	S
LAPC/IPPC Register enquiries (authorised industrial processes)				42.00	O
Immigration Service Assessment of Premises Condition				85.00	S
House in Multiple Occupation Licence		Fee on	Fee on grant		
		Application	of Licence		
	5 persons	520.00	300.00	820.00	O
	6-10 persons	680.00	350.00	1,030.00	O
	11-15 persons	830.00	400.00	1,230.00	O
	16-20 persons	940.00	500.00	1,440.00	O
	Over 20 persons	1,000.00	640.00	1,640.00	O
Housing Act 2004 Notices				Actual cost	
Private Water Supplies work				Actual cost	

## **GARAGES**

				<b>£</b>	<b>VAT</b>
Existing garages	Per week		Housing Report 2022		O #
New garages	Per week		Housing Report 2022		O #
# above charges are for Council tenants - if garage is let to private client then vat is chargeable					

### **Notes**

Charges to be reviewed as part of the Council budget in January / February 2021

## **HOUSING**

				<b>£</b>	<b>VAT</b>
Copy of highlighted plans, dwelling account enquiries, prospective private purchaser enquiries (Solicitor, mortgage lender and/or owner occupier of former Council property)				70.00	O
Prior/Retrospective permissions for alterations (Solicitor, and/or owner occupier of former Council property)				30.00	O
Notice of Sublet of leasehold property (Solicitor, and/or owner occupier of former Council property)				17.00	O
Registration of Notice of Transfer Assignment underlease				6.00	O
Notice of Charge (charges as stated in lease)				28.00	O
Rent Account/debt reference (Mortgage provider/Loan companies)				29.00	O
Replacement dwelling keys to communal entrances (residents of the block of flats only – no third parties)				9.00	S



## **LAND CHARGES**

	<b>£</b>	<b>VAT</b>
For searches sent electronically via Email, our online application or through the NLIS Hub		
Con29R	130.00	S
LLC1	28.00	O
Basic Search Fee (Con29R plus LLC1)	158.00	
For searches sent in paper form via DX or post		
Con29R	155.00	S
LLC1	32.00	O
Basic Search Fee (Con29R plus LLC1)	187.00	
Extra parcel fee LLC1 only	2.00	O
Extra parcel fee Con29R	12.00	S
Part 2 optional enquiries	9.00	S
Additional enquiries	9.00	S
For a search in any individual part of the Register		
In Parts 1,2,3,4 and 10	5.00	O
In all other parts	2.00	O
Personal Searches		Free

### **Notes**

The above are currently the maximum charges that will be collected. In accordance with the relevant Regulations, the charges are based on cost recovery and will be reviewed throughout the year. They may therefore increase or decrease as time spent on them and search volumes fluctuate.

HMRC determined that from 1st January 2017 the fee charged for CON29 enquiries, Part 2 optional enquiries and additional enquiries are subject to VAT at the standard rate.

## LETTING OF LAND

		£	VAT	£	£	VAT
<u>USE OF COUNCIL LEISURE LAND</u>						
		<u>Damage</u>		<u>Land Hire</u>	<u>Land Hire</u>	
<i>For events up to 2,500 persons - per day</i>		<u>Deposit</u>		<u>Deposit</u>	<u>Per day</u>	
Commercial	(note 1)	680.00	O	167.00	680.00	E
Not For Profit	(note 7)	125.00	O	0.00	0.00	E
 <i>For events above 2,500 persons - per day</i>						
Commercial	(note 1)	1,350.00	O	333.00	1,350.00	E
Not For Profit	(note 7)	250.00	O	0.00	0.00	

### Temporary Demountable Structures (TDS)

Where a Temporary Demountable Structure is used, the following Building Control fees are payable

Commercial	Professional Circuses	110.00	S
	Other commercial events with TDS over 15m square	270.00	S
Not for Profit		No charge	
Camping per night			
	Caravan/Motor home	11.00	S
	Tent	6.00	S
	Trailer (with Boat)	5.00	S

### Notes

1. Price includes access to water. Electricity is available on request at a number of locations.
2. Damage deposits are refundable after any works and land reinstatement costs incurred by the Council have been deducted.
3. Other relevant sites by negotiation with the Projects Officer
4. Charges for casual lettings of land are generally exempt from VAT unless a specific option to tax has been exercised on the land in question. In the latter case, where the letting is for charitable purposes VAT would not apply.
5. Hirers of 2 days or more will be granted (if required) set-up and breakdown days of 1 day for each day hired.
6. Bookings will be taken between 1st April and 31st October subject to land conditions, for enquires outside of these dates contact the Projects Officer
7. *Not For Profit Hiring - No hire fee or Building Control Inspection Fee (for temporary demountable structures) is payable except, where appropriate, for costs incurred by the Council and for a Damage Deposit. The event organiser must enter into a licence agreement with the Council for the use of the land and comply with the qualifying conditions below prior to the event.*

To qualify:

### Registered Charities

*The charity must be registered with the charity commission. The event to take place on council land must be organised by the trustees of the registered charity for the sole purpose of raising funds for its charitable purposes. The council may require a letter from the trustees to confirm this arrangement.*

### Charitable Event

The event must be operated on a not for profit basis, with any profit distributed to a registered charity; or organisation set up for charitable or community purposes. The council at its absolute discretion shall decide whether an organisation is set up for charitable or community purposes and its decision is final.

The entire "proceeds\*" from the event, less any "reasonable costs\*\*" incurred in delivering the event, shall be donated to the nominated charity/ies or community organisation(s).

The event organiser shall no later than 28 days after the event provide a basic set of accounts, and supporting documentation, to the council clearly identifying income, expenditure and profit distribution.

The council reserves the right to require the event organiser to pay the commercial fee for the use of the land should they breach one or more of the conditions and the right to refuse the hire of council land for any further events.

\*"Proceeds" include monies from ticket sales, liquor and concession fees, sponsorship, collections and any other income however generated

\*\*"Reasonable costs" include fencing the land, SIA personnel, performance licences, premise licence requirements, health and safety requirements and other services/expenditure essential for the event to go ahead.

### USE OF TOWN CENTRE/RETAIL AREAS

#### For promotional and public entertainment activities in Gosport High Street

		£	VAT
Commercial/promotional activities	Per metre (minimum 5 metres charge applies)	8.00	
Non-Commercial activities	Per metre (minimum 5 metres charge applies)	3.00	

### USE OF COUNCIL OWNED LAND FOR FILMING

Commercial activities (where an income or a benefit is obtained)	Per day	155.00	E
Non-Commercial activities (including promoting the Borough)		No Charge	

### CCTV

Insurance related CCTV footage request		126.00	S
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## LICENCES AND REGISTRATIONS

£ VAT

### **Animal Licences and Fees**

Dangerous Wild Animals Registration (Note 1)		140.00	0
Hiring out Horses - per horse			
	New Application/Renewal (Note 1)	210.00	0
	Grant of Licence	50.00	0
	Variation Application (Note 1)	80.00	0
	Grant of Variation to Licence	25.00	0
Dog/Cat Boarding (Kennels/Catteries)			
	New Application/Renewal (Note 1)	200.00	0
	Grant of Licence	50.00	0
	Variation Application (Note 1)	75.00	0
	Grant	25.00	0
Home Boarding Dogs			
	New Application/Renewal (Note 1)	75.00	0
	Grant of Licence	40.00	0
Home Boarding Fee Franchise (Including Day Care for Dogs)			
	New Application/Renewal (Note 1)	120.00	0
	Grant of Licence	60.00	0
	Additional Dog Boarding Franchise property applied for	75.00	0
Selling Animals as Pets			
	New Application/Renewal (Note 1)	160.00	0
	Grant of Licence	50.00	0
Keeping or Training Animals for Exhibition			
	New Application/Renewal (Note 1)	160.00	0
	Grant of Licence	50.00	0
Dog Breeders Licence (Note 1)		180.00	0
Zoo Licence		On Request	

### **Notes**

1. Plus any Veterinarian Inspection costs

## Other Licences and Registrations

Scrap Metal Dealer				
		New	250.00	O
		Renewal/Variation	140.00	O
		Certified Copy	12.00	O
Scrap Metal Mobile Collector				
		New/Variation	140.00	O
		Renewal	100.00	O
		Replacement Licence	22.00	O
Sex Establishment				
		New	3,000.00	O
		Renewal	2,000.00	O
		Transfer	2,000.00	O
Skin Piercers, Tattooing, Acupuncture, Electrolysis				
		Premises	90.00	O
		Person	75.00	O
Residential Caravan Sites				
The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person)(England) Regulations 2020				
		Owner / Licence holder (5 year licence)	250.00	O
Street Trading Consents - Licenced under statutory obligation				
Annual Consent	7 Days/week	Food Stalls/Vehicle/Trailer	1,210.00	O
		Non-Food Stalls/Vehicle/Trailer	860.00	O
	Up to 3 Days/week	Food Stalls/Vehicle/Trailer	615.00	O
		Non-Food Stalls/Vehicle/Trailer	450.00	O
	1 Day/week	Food Stalls/Vehicle/Trailer	345.00	O
		Non-Food Stalls/Vehicle/Trailer	305.00	O
Six Month Consent	7 days/week	Food Stalls/Vehicle/Trailer	630.00	O
		Non-Food Stalls/Vehicle/Trailer	445.00	O
Daily Consent	Per 30cm (1ft)		2.65	O
	Minimum charge 4.6m (15ft)			
Tables and Chairs				
		New	290.00	O
		Renewal	180.00	O
Pavement Licence	(Business & Planning Act 2020, licence valid to Sept 2021)		25.00	O
Street Collections			No Charge	
House to House Collections			No Charge	
Caravan Site Licence			No Charge	

## LICENSING ACT 2003 AND GAMBLING ACT 2005 PUBLIC REGISTERS

	£	VAT
Single Entry copy of a Premises Licence	6.00	O
Single Copy of an Application Form for a Premises Licence	16.00	O
Single Premises Category (eg Takeaways)	75.00	O
Whole Register of each single Act, e.g. Licensing Act 2003	235.00	O

**LICENSING ACT 2003 (STATUTORY FEES)**

£ VAT

**Premises / Club Applications / Variations**

The fees are based on rateable values of properties

<b>Rateable Value</b>	<b>Band</b>	<b>Initial Licence Fee</b>	<b>Annual Fee</b>	
£0 - £4,300	A	100.00	70.00	O
£4,301 - £33,000	B	190.00	180.00	O
£33,001 - £87,000	C	315.00	295.00	O
£87,001 - £125,000	D	450.00	320.00	O
£125,001 and over	E	635.00	350.00	O

A multiplier is applied to premises in Bands D and E where they are used exclusively or primarily for the supply of alcohol for consumption on the premises

<b>Rateable Value</b>	<b>Band</b>	<b>Initial Licence Fee</b>	<b>Annual Fee</b>	
£87,001 - £125,000	D	900.00	640.00	O
£125,001 and over	E	1,905.00	1050.00	O

There are additional fees for premises licence applications, and the annual fee for exceptionally large scale events (5,000+), unless certain conditions apply. Please consult the Licensing Department.

**Personal Licences, Temporary Events and Other Fees (Statutory)**

Application for the grant or renewal of a personal licence	37.00	O
Temporary event notice	21.00	O
Replacement of stolen, lost, etc. licence or summary	10.50	O
Application for a provisional statement where premises being built etc.	315.00	O
Notification of change of name or address	10.50	O
Application to vary licence to specify individual as premises supervisor	23.00	O
Application for transfer of premises licence	23.00	O
Interim authority notice following death etc. of licence holder	23.00	O
Replacement of stolen, lost, etc., certificate or summary	10.50	O
Notification of change of name or alteration of rules of club	10.50	O
Change of relevant registered address of club	10.50	O
Replacement of stolen, lost, etc., Temporary Event Notice	10.50	O
Replacement of stolen, lost, etc., Personal Licence	10.50	O
Notification change of name or address	10.50	O
Right of freeholder to be notified of licensing matters	21.00	O
Minor Variations	89.00	O

**GAMBLING ACT 2005 (STATUTORY FEES)****VAT****PREMISES LICENCES**

	New Application £	Annual Fee £	Variation £	Transfer £	Re- Instatement £	
Existing Casinos	N/A	N/A	2,000.00	1,350.00	1,350.00	O
New Small Casino	8,000.00	5,000.00	4,000.00	1,800.00	1,800.00	O
New Large Casino	10,000.00	10,000.00	5,000.00	2,150.00	2,150.00	O
Regional Casino	15,000.00	15,000.00	7,500.00	6,500.00	6,500.00	O
Bingo Club	3,500.00	1,000.00	1,750.00	1,200.00	1,200.00	O
Betting Premises (exc tracks)	3,000.00	600.00	1,500.00	1,200.00	1,200.00	O
Tracks	2,500.00	1,000.00	1,250.00	950.00	950.00	O
Family Entertainment	2,000.00	750.00	1,000.00	950.00	950.00	O
Adult Gaming	2,000.00	1,000.00	1,000.00	1,200.00	1,200.00	O

	Application for Provisional Statement £	Licence Application (provisional Statement holders) £	Copy Licence £	Notification of Change £	
Existing Casinos	N/A	N/A	25.00	50.00	O
New Small Casino	8,000.00	3,000.00	25.00	50.00	O
New Large Casino	10,000.00	5,000.00	25.00	50.00	O
Regional Casino	15,000.00	8,000.00	25.00	50.00	O
Bingo Club	3,500.00	1,200.00	25.00	50.00	O
Betting Premises (exc tracks)	3,000.00	1,200.00	25.00	50.00	O
Tracks	2,500.00	950.00	25.00	50.00	O
Family Entertainment Centres	2,000.00	950.00	25.00	50.00	O
Adult Gaming Centres	2,000.00	1,200.00	25.00	50.00	O

**PERMITS**

	Application Fee £	Transitional Application Fee £	Renewal Fee £	Annual Fee £	
Family Entertainment Centre - Gaming Machine	300.00	100.00	300.00	N/A	O
Prize Gaming	300.00	100.00	300.00	N/A	O
Alcohol Licenced Premises - notification of 2 or less machines	50.00	N/A	N/A	N/A	O
Alcohol Licenced Premises - notification of more than 2 machines	150.00	100.00	N/A	50.00	O
Club Gaming Permit	200.00	100.00	200.00	50.00	O
Club Gaming Machine Permit	200.00	100.00	200.00	50.00	O
Club Fast-Track for Gaming Permit or Gaming Machine Permit	100.00	100.00	100.00	50.00	O
Small Society Lottery Registration	40.00	N/A	N/A	20.00	O
	Change of Name £	Copy of Permit £	Variation £	Transfer £	
Family Entertainment Centre Permits	25.00	15.00	N/A	N/A	O
Prize Gaming Permits	25.00	15.00	N/A	N/A	O
Alcohol Licenced Premises - notification of 2 or less machines	N/A	N/A	N/A	N/A	O
Alcohol Licenced Premises - notification of more than 2 machines	25.00	15.00	100.00	25.00	O
Club Gaming Permit	N/A	15.00	100.00	N/A	O
Club Gaming Machine Permit	N/A	15.00	100.00	N/A	O
Small Society Lottery Registration	N/A	N/A	N/A	N/A	O

## MARKETS

		<u>Frontage</u>	£	VAT
Gosport Market Tuesday		Per 30cm (1ft) Minimum charge 4.6m (15ft)	1.00	O
Gosport Market Saturday	Up to	10ft	20.00	O
		3m (10ft) pitch	27.50	O
	Up to	4.6m (15ft) pitch	32.50	O
	Up to	6m (20ft) pitch	41.50	O
	Up to	9.1m (30ft) pitch	55.00	O
	Up to	12.2m (40ft) pitch	65.00	O
	Up to	60ft	90.00	
		60ft+	Price on application	
A 20% upwards tolerance in length is permitted Saturdays				
Speciality Markets		Per 30cm (1ft) Minimum 3m (10ft) pitch	1.00	O
(inc. Craft, Food & Drink, Farmer's Markets, Christmas Markets)				

### Notes

Imperial to metric conversions are approximate

## PEST CONTROL

	<u>Concession</u>	£	VAT
<b><u>DOMESTIC PREMISES</u></b>			
Fleas, Bedbugs plus unknown infestations, to visit and quote	No charge	35.00	S
All Other Insects (including wasps)	No charge	75.00	S
Rodent treatment	No charge	65.00	S

### Concessions:

Persons on low income, defined as being in receipt of one of the following

- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Income Support
- Pension Credit (Guarantee)
- Universal Credit (maximum award)

NB - Officers must be shown documentary evidence of entitlement by at least one member of household

## PEST CONTROL: COMMERCIAL PREMISES

Rodents and insects for up to the first 15 minutes	85.00	S
Charge for each additional 15 minutes or part thereof	18.00	S

### Notes

1. Charges include cost of materials and all rates quoted include VAT
2. Payment to be made at time of booking or prior to treatment
3. That no responsibility can be accepted for any loss or damage, however caused, through treatment being carried out.
4. Invoices are not as a general rule issued, but when issued there is a 15% administrative charge in addition to the above charges.



**PRIVATE HIRE / HACKNEY CARRIAGE**

		£	VAT
Hackney Carriage Knowledge Test		23.00	O
Private Hire	Operator - 1 Year Licence	270.00	O
	Operator - 3 Year Licence [Note 1]	650.00	O
	Operator - 5 Year Licence [Note 1]	1,100.00	O
	Vehicle	275.00	O
	Driver - 1 Year Licence	100.00	O
	Driver - 3 Year Licence	240.00	O
Hackney Carriage	Vehicle	275.00	O
	Driver - 1 Year Licence	100.00	O
	Driver - 3 Year Licence	240.00	O
Private Hire & Hackney Carriage driver (both licences)		140.00	O
Private Hire & Hackney Driver - 3 Year Licence		350.00	O
DBS fee [Note 2]		at cost	O
Issue of a replacement Hackney Carriage or Private Hire:			
	Driver's Photo Badge	18.00	O
	Vehicle Windscreen Badge	23.00	O
	Vehicle External Plate	23.00	O

**Notes**

1. Following new legislation effective from 01 October 2015. Changes to taxi fees have to be advertised and any responses considered.
2. Amount charged by the external agency to the Council, and may be subject to revision during the year.

**PUBLIC CONVENIENCES**

		£	VAT
Radar Key	For disabled public conveniences	5.00	O

**PUBLICATIONS**

		£	VAT
Statement of Accounts		20.00	Z
Budget Book		20.00	Z

## **REFUSE COLLECTIONS**

		<b>£</b>	<b>VAT</b>
Special Collections			
Collection, loading and disposal (per hour)			**
** To be negotiated by the Council with the contractor (plus administration costs)			
Domestic Clinical Waste Collection	Provide and disposal of yellow bags	No charge	
Provide 'Sharps' and disposal	4 litre capacity	No charge	
	7 litre capacity	No charge	
Removal of Bulk Refuse	1 Item	25.00	O
	2 Items	40.00	O
	3 to 5 Items	60.00	O
	Residents receiving benefit (Note 1)	50% of above	O
	Over 5 items	By Arrangement	O
Garden Recycling Scheme (Note 3)	Sign up to the service:		
	Existing/signup between 16/12/21-16/02/22	50.00	O
	Additional bin (maximum 4 per household)	40.00	O
	17/02/22 - 05/07/22	60.00	O
	06/07/22 onwards	50.00	O
Replacement wheeled bin		30.00	O
Roll of 10 replacement black sacks		1.80	O
Reusable Recycling Bags		2.10	O

### **Notes**

1. Resident in receipt of Personal Independence Payments, Universal Credit or equivalent
2. The fee stated is for a 240 litre wheeled bin (or smaller) only. Larger 660 and 1100 litre bins are replaced at cost plus administration
3. A new garden recycling scheme was introduced in February 2018 where a 240-litre wheelie bin is provided for green waste. The bins are collected once a fortnight over 40 weeks of the year between February and November, the scheme will be run and administered by Urbaser who are the council's waste contractor.

<b><u>SPORTS</u></b>		<b>Concession</b>		
		<b>£</b>	<b>£</b>	<b>VAT</b>
<b><u>BOWLS</u></b>				
Per player per hour	Adult	3.70	4.50	S
Bowls and Slip Hire			3.50	S
<b><u>CRICKET</u></b>				
Privett No 1	Adult	55.00	77.00	S
	Weekdays after 6 pm	39.00	60.00	S
Other Sites	Adult	44.00	72.00	S
	Weekdays after 6 pm	34.00	55.00	S
Synthetic Wicket (Gosport Park)	Adult	34.00	55.00	S
	Weekdays after 6 pm	28.00	39.00	S
<b><u>FOOTBALL</u></b>				
Privett Park Enclosure*	Gosport Clubs	82.00	132.00	S
	Outside Users	120.00	192.00	S
	Use of Floodlights	43.00	68.00	S
* To book, please contact Gosport Borough Football Club direct				
All Other Sites		39.00	60.00	S
Sites without shower facilities		34.00	50.00	S
Sites without changing facilities		27.00	39.00	S
Training Pitch / Dressing Rooms			23.00	S
Net Pins			0.85	S
9v9 Pitches			21.00	S
<b><u>MINI SOCCER</u></b>				
Per match			17.50	S
Half day per pitch			38.00	S
<b><u>RUGBY</u></b>				
Gosport Park	Adult	39.00	61.00	S
Dressing Rooms (separate use)			24.00	S
Refreshment Rooms (separate use)			13.00	S

### **Notes**

1. The above hire charges include use of dressing rooms where these are available
2. Double Banked football hire will be 150% of the normal hire charge
3. VAT exemption for Seasonal Hires complying with Customs & Excise conditions
4. Concessionary rates apply for the disabled, over 60's and under 18's
5. Charges for tournaments to be by negotiation with the Head of Streetscene Services

## **STOKES BAY MOBILE HOME PARK**

	£	VAT
All Homes - weekly rent (exclusive of rates and water charges) - 48 weeks	-	E
Statutory increase will be applied		

## **WILDGROUNDS NATURE RESERVE**

	£	VAT
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### **PERMIT ACCESS**

Day Ticket	Adult	2.00	S
	Concessions (Disabled, Over 60's & under 18's)	1.50	S
Monthly Permit *	Adult	5.00	S
	Concessions (Disabled, Over 60's & under 18's)	3.50	S

\* 150 permits per month March to October  
300 permits per month July to August

School Parties	Non-Gosport	31.00	E
	Gosport	No Charge	
Guided Walks as advertised	Adult	3.00	E
	Concessions (Disabled, Over 60's & under 18's)	2.00	E
	Family - 2 Adults & up to 3 children	10.00	E
	Groups & Organisations (Groups up to 20 people)	36.00	E

### **Notes**

1. Children under the age of 5 are admitted free.

## **PLANNING PRE-APPLICATIONS**

£ VAT

### **General Advice**

General enquiries and advice on planning procedures Free

### **Permitted Development Enquiry**

All submissions for informal opinion on requirement for planning permission	Householders	21.00	S
	Others	40.00	S

### **Pre-Application Submissions - advice on the likelihood of planning permission being granted prior to the submission of a planning application**

Minor residential:	1 - 3 dwellings	See also Note 1	135.00	S
	4 + dwellings	See also Note 1	275.00	S
Major residential:	10 - 49 dwellings	See also Note 2	680.00	S
	50 - 100 dwellings	See also Note 2	1,080.00	S
Minor industrial/commercial:	under 1000m <sup>2</sup>	See also Note 1	110.00	S
Major industrial/commercial:	1000 - 5000m <sup>2</sup>	See also Note 2	680.00	S
	5000 + m <sup>2</sup>	See also Note 2	1,080.00	S
Others: e.g. Change of use of property or land / Adverts / Telecommunication Masts			135.00	S
Other major / very large scale / mixed proposals:		Fee will be hourly rate x no. of hours of officers dealing with the matter		S
Householder Development (development which relates to the extension, improvement or alteration of an existing residential dwelling):			51.00	
Community uses which are non-profitting			Free	
Proposals made by Local Councils			Free	
Works to trees			Free	

### **Notes:**

1. Where a fee is payable and the proposal affects a Listed Building or its setting or is located within a Conservation Area an additional charge of £80 will be levied

2. Where a fee is payable and the proposal affects a Listed Building or its setting or is located within a Conservation Area an additional charge of £200 will be levied

3. Where a consultee charges the Borough Council for advice provided this will be payable by the applicant in addition to the pre-application fee payable.

4. Proposals for large and/or mixed use development or where no floorspace or dwellings specified, fee will be calculated by reference to hourly rate x no. of hours of officers dealing with the matter.

5. A response on minor and other applications will constitute one written response and/or one meeting (max 2 hrs). A response on a major application will constitute one written response and/or 3 meetings (6 hrs max in total). Any follow up written responses or meetings required based on the same proposal or an amendment to it will be calculated by reference to the hourly rate x no. of hours of officers dealing with the matter and this will be payable before the advice is provided. All new submissions will require a new fee.

## **PLANNING PRE-APPLICATIONS (CONTINUED)**

6. Each pre-application request can only relate to one site and only one proposal will be accepted for each site. If you would like us to give advice on more than one layout or proposal for the same site then a separate request will need to be made for each scheme along with a further fee for each proposal.

7. There will be no reduction in fee where the application would be exempt from a fee because it had previously been withdrawn, refused or approved.

8. The fee is payable on submission, before the Council undertakes any work on the proposal or provides any advice.

9. The choice of who is the appropriate officer to deal with a particular case will be at the discretion of Gosport Borough Council.

10. Hourly Rate - £60.00

### **Other Charges**

Section 106 - Planning Officer costs in negotiating agreement

Section 106 - Compliance Checks where applicants/prospective purchaser seeks confirmation that the terms of a legal agreement have been complied with

Fee will be calculated with reference to complexity of individual agreements and the time required to deal with the request at the hourly rate

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## **COMMUNITY INFRASTRUCTURE LEVY (CIL)**

Effective from 2nd February 2016. For the schedule of charges please refer to the [Planning homepage](#)

## **ANTI SOCIAL BEHAVIOUR ACT 2003**

	£	VAT
High Hedges Application	670.00	O

## **POSTAL NAMING AND NUMBERING**

	£	VAT
New Development of 1 - 5 plots	205.00	O
New Development/phases of 5-20 plots	205.00 + £10.00 per property	O
New Development/phases of 21-100 plots	410.00 + £5.00 per property	O
New Development/phases of 100+ plots	975.00 + £5.00 per property	O
Naming of new block of flats/building	205.00 + £10.00 per property	O
New postal address for an individual property	105.00	O
Change to new addresses due to the development changing	15.00 per property	O
Research archive for address history	105.00	O
Renaming an existing Street	205.00 + £5.00 per property	O

### **Notes**

At the discretion of the Building Control Manager, the Council, may not require a charge to be paid for the renaming/renumbering of roads where there has been a historical problem with existing road naming/numbering scheme.

## **BUILDING REGULATIONS APPLICATIONS**

Gosport Building Control, operating in partnership with Fareham Building Control under the name 'Building Control Partnership' have prepared a scheme of charges in accordance with The Building (Local Authority Charges) Regulations 2010

For full details of charges applicable for the Building Regulations control functions please contact the Building Control Partnership on 01329 824823.