

GOSPORT

BOROUGH COUNCIL

Fees and Charges

2020

Fees and charges are effective from 1st January 2020 unless otherwise stated

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%.

- 2 All charges are effective from 1st January 2019 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	2020	
Abandoned Shopping Trolleys (** indicates new fee structure assuming approval of revised Policy)				
Daily storage of Shopping Trolley **		S	5.00	new
Charge for collection, return or disposal of Shopping Trolley ** (total costs of £310 for collection, storage and disposal and return of Trolleys for 42 days)		S	50.00	new
Removal of Unwanted Vehicles (increase reflects additional cost charged under HCC contract)	80.00	S	85.00	6.3%
Removal of Commercial Vehicles	At Cost	S	At Cost	
Removal of Caravans and Trailers (increase reflects additional cost charged under HCC contract)	150.00	S	160.00	6.7%
Storage of Unwanted Vehicle - per day	25.00	S	25.00	0.0%
Statutory Charges for Abandoned Vehicles - Example				
Removal of Abandoned Vehicle (Table 1 Regulation 4 - 2.2)	150.00	O	Statutory	
Storage of Abandoned Vehicle - per day (Table 2 Regulation 5 - 2.2)	20.00	O	Statutory	

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.

<u>ALLOTMENTS</u>	2019 Fee £	2020 Fee £	VAT	2021	
Annual charge per square rod (1 square rod is 25.2929 square metres)	£5.82	£6.32	O	6.32	0.0%
Annual charge per square metre	£0.23	£0.25	O	0.25	0.0%
Deposit (refundable)	25.00	50.00	O	50.00	0.0%

BEACH HUT RENTAL - GOSPORT RESIDENTS ONLY

		£	VAT	2020	
Annual Charge	Full Rate	900.00	S	900.00	0.0%
	Other Concessions (Over 60's)	675.00	S	675.00	0.0%
	Disabled	600.00	S	600.00	0.0%
Weekly Charge	Disabled Residents only	20.00	S	20.00	0.0%
One hut is available for weekly hire at Stokes Bay.					

BEACH HUT SITE RENTAL - GOSPORT RESIDENTS ONLY

Annual Charge	Full Rate	450.00	S	450.00	0.0%
	Other Concessions (Over 60's)	337.50	S	337.50	0.0%
	Disabled	300.00	S	300.00	0.0%

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

CAR PARKS

		£	VAT	2020	
<u>PAY AND DISPLAY CHARGES</u>					
Mumby Road (Bus Station)	Per hour	1.10	S	1.10	0.0%
	Over 5 hours (per day)	7.00	S	7.00	0.0%
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	1.00	0.0%
	Over 5 hours (per day)	6.00	S	6.00	0.0%
Two Hour Car Parks (Town Centre and Lee-on-Solent)	30 Minutes (Coates Road Car Park only)	0.40	S	0.40	0.0%
	First hour	0.60	S	0.60	0.0%
	Up to 2 hours	1.00	S	1.00	0.0%
Trailers and Parking Permits (other than Medical Permits) are not allowed					
Three Hour Car Park (Lee-on-Solent)	Per hour Marine Parade No 1 & 2	0.90	S	0.90	0.0%
Trailers (where permitted) - same charge as motor vehicle.					
Coaches - per hour	Only permitted in prescribed car parks	5.00	S	5.00	0.0%
Motorcycles		Free		Free	
Commercial Vehicles (over 3.5 tonnes GVW) parked in Mumby Road Lorry Park		Free		Free	
Motor Homes (in Motor Homes bays)	Per hour	2.00	S	2.00	0.0%
	Per day	10.00	S	10.00	0.0%
Parking Charge Notices	Payment within 7 days	50.00	N	50.00	0.0%
	Payment after 7 days	70.00	N	70.00	0.0%

PERMITS

General Public					
	Annual Permit	480.00	S	480.00	0.0%
	6 Month Permit	280.00	S	280.00	0.0%
	3 Month Permit	145.00	S	145.00	0.0%
	1 Month Permit	50.00	S	50.00	0.0%
Gosport & Lee Town Centre Residents Permits		80.00	S	80.00	0.0%
Available only to residents living in specific areas of the town centres and for use in the specified only long stay car parks only					
Medical (Local Surgeries)		10.00	S	10.00	0.0%
Leisure (includes Seafront and Alver Valley, excluding Motor Homes)		80.00	S	80.00	0.0%
Leisure - Motor Homes		280.00	S	280.00	0.0%

Notes

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

ANN'S HILL CEMETERY

	£	VAT	2020		
<u>EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES** - GOSPORT RESIDENT</u>					
Provision of new grave (Post 01/04/1992) - obligatory	700.00	O	700.00	0.0%	
Interment into Existing Site (Pre 01/04/1992) - obligatory	150.00	O	150.00	0.0%	
Provision of a Cremated Remains Plot (Post 01/04/1992) - obligatory	150.00	O	150.00	0.0%	
Provision of Grave for child	No Charge		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	550.00	O	550.00	0.0%
For any interment in a walled grave or vault	At Cost	O	At Cost	
Interment - Cremated Remains (subject to depth not exceeding 91.4cm (3ft) otherwise normal interment charge will apply, no charge for a child)	175.00	O	175.00	0.0%

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	150.00	O	150.00	0.0%
Child	No Charge		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)	180.00	O	180.00	0.0%
(b) enclosing a space not exceeding 2.1m by 1.8m (7ft by 6ft)	350.00	O	350.00	0.0%
(c) tablets not exceeding 350mm x 450mm x 25mm	45.00	O	45.00	0.0%

The fees indicated in this section include the first inscription.

For each inscription after the first a fee is payable	29.00	O	29.00	0.0%
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Annual Maintenance

Trimming Grass	65.00	O	65.00	0.0%
Planting and Trimming Grass	85.00	O	85.00	0.0%
Planting (Spring and Summer only)	75.00	O	75.00	0.0%

Miscellaneous Items

Transfer of Grant of Right	80.00	O	80.00	0.0%
Temporary Marker	30.00	O	30.00	0.0%
Search in Burial Register (per burial entry)	10.00	O	10.00	0.0%
Certificate of Burial	18.00	O	18.00	0.0%
Use of Chapel	110.00	O	110.00	0.0%
Exhumations	At Cost	S	At Cost	

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

		£	VAT	2020	
Collection of stray dog - Statutory charge	per dog	25.00	O	25.00	Statutory
Kennelling fees	up to 7 days	110.00	O	110.00	0.0%
Microchipping of dogs	per dog	10.00	S	10.00	0.0%
	each additional dog at the same address	5.00	S	5.00	0.0%
Private home check visit		32.00	S	32.00	0.0%
Dog Bags	per packet of 60	2.75	S	2.75	0.0%

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)

Item	Data	Printed		
Sale of Open/Edited Register	£20 plus £1.50 per thousand entries (or part)	£10 plus £5.00 per thousand entries (or part)	Z	No change
Sale of Full Register*	£20 plus £1.50 per thousand entries (or part)	£10 plus £5.00 per thousand entries (or part)	Z	No change
Sale of monthly update notices*	£20 plus £1.50 per thousand entries (or part)	£10 plus £5.00 per thousand entries (or part)	Z	No change
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	No change
Sale of Marked Register*	Where available £10 plus £1.00 per	£10 plus £2.00 per thousand entries (or part)	Z	No change

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

	£	VAT	2020	
Food Premises Register				
Single Entry	2.25	S	2.25	0.0%
Single Premises category, e.g. butchers	55.00	S	55.00	0.0%
Whole Register	235.00	S	235.00	0.0%
Export Certificate Fee	50.00	S	50.00	0.0%
LAPC/IPPC Register enquiries (authorised industrial processes)	42.00	O	42.00	0.0%
Immigration Service Assessment of Premises Condition	85.00	S	85.00	0.0%

House in Multiple Occupation Licence	Fee on Application	Fee on grant of Licence				
5 persons	500.00	300.00	800.00	O		no change
6-10 persons	650.00	350.00	1,000.00	O		no change
11-15 persons	800.00	400.00	1,200.00	O		no change
16-20 persons	900.00	500.00	1,400.00	O		no change
Over 20 persons	1,000.00	600.00	1,600.00	O		no change

Housing Act 2004 Notices Actual cost
Private Water Supplies work Actual cost

GARAGES

		£	VAT	2020
Existing garages	Per week			
New garages	Per week			
				Housing Report 2020 O #
				Housing Report 2020 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 2020

HOUSING

	£	VAT	2020	
Copy of highlighted plans, dwelling account enquiries, prospective private purchaser enquiries (Solicitor, mortgage lender and/or owner occupier of former Council property)	67.00	O	67.00	0.0%
Prior/Retrospective permissions for alterations (Solicitor, and/or owner occupier of former Council property)	28.00	O	28.00	0.0%
Notice of Sublet of leasehold property (Solicitor, and/or owner occupier of former Council property)	17.00	O	17.00	0.0%
Registration of Notice of Transfer Assignment underlease	6.00	O	6.00	0.0%
Notice of Charge (charges as stated in lease)	27.00	O	27.00	0.0%
Rent Account/debt reference (Mortgage provider/Loan companies)	28.00	O	28.00	0.0%
Replacement dwelling keys to communal entrances (residents of the block of flats only – no third parties)	9.00	S	9.00	0.0%

LAND CHARGES

	£	VAT	2020	
For searches sent electronically via Email, our online application or through the NLIS Hub				
Con29R	127.20	S	127.20	0.0%
LLC1	26.00	O	26.00	0.0%
Basic Search Fee (Con29R plus LLC1)	153.20		153.20	0.0%
For searches sent in paper form via DX or post				
Con29R	148.80	S	148.80	0.0%
LLC1	30.00	O	30.00	0.0%
Basic Search Fee (Con29R plus LLC1)	178.80		178.80	0.0%
Extra parcel fee LLC1 only	2.00	O	2.00	0.0%
Extra parcel fee Con29R	12.00	S	12.00	0.0%
Part 2 optional enquiries	8.40	S	8.40	0.0%
Additional enquiries	8.40	S	8.40	0.0%
For a search in any individual part of the Register				
In Parts 1,2,3,4 and 10	5.00	O	5.00	0.0%
In all other parts	2.00	O	2.00	0.0%
Personal Searches	Free		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	2020
<u>USE OF COUNCIL LEISURE LAND</u>							
<u>For events up to 2,500 persons - per day</u>		<u>Damage Deposit</u>		<u>Land Hire Deposit</u>	<u>Land Hire Per day</u>		
Commercial	(note 1)	660.00	O	163.00	660.00	E	no change
Not For Profit	(note 7)	125.00	O	0.00	0.00	E	no change
<u>For events above 2,500 persons - per day</u>							
Commercial	(note 1)	1,310.00	O	325.00	1,310.00	E	no change
Not For Profit	(note 7)	250.00	O	0.00	0.00		no change

Temporary Demountable Structures (TDS)

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

Commercial	Professional Circuses	105.00	S	105.00	0.0%
	Other commercial events with TDS over 15m square	262.50	S	262.50	0.0%
Not for Profit	No charge	0.00		No charge	
Camping	Caravan/Motor home per night	10.50	S	10.50	0.0%
	Tent per night	6.00	S	6.00	0.0%
Trailer (with Boat)		5.00	S	5.00	0.0%

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

		£	VAT	2020	
<u>For promotional and public entertainment activities in Gosport High Street</u>					
Commercial/promotional activities	Per metre (minimum 5 metres charge applies)	7.50		7.50	0.0%
Non-Commercial activities	Per metre (minimum 5 metres charge applies)	3.00		3.00	0.0%

USE OF COUNCIL OWNED LAND FOR FILMING

Commercial activities (where an income or a benefit is obtained)	Per day	150.00	E	150.00	0.0%
Non-Commercial activities (including promoting the Borough)		No Charge		No Charge	

CCTV

Insurance related CCTV footage request			S	105.00	new charge
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LICENCES AND REGISTRATIONS

	£	VAT	2020 NEW FEE STRUCTURE	
Animal Licences and Fees - (** indicates new fee structure following changes in legislation Nov 2018)				
Dangerous Wild Animals Registration (Note 1)	140.00	O	140.00	0.0%
Hiring out Horses **				
New Application/Renewal (Note 1)			210.00	
Grant of Licence			50.00	
Variation Application (Note 1)			80.00	
Grant of Variation to Licence			25.00	
Dog/Cat Boarding (Kennels/Catteries) **	140.00	O		
New Application/Renewal (Note 1)			200.00	
Grant of Licence			50.00	
Variation Application (Note 1)			75.00	
Grant			25.00	
Home Boarding Dogs **				
New Application/Renewal (Note 1)			75.00	
Grant of Licence			40.00	
Home Boarding Fee Franchise (Including Day Care for Dogs) **				
New Application/Renewal (Note 1)			120.00	
Grant of Licence			60.00	
Additional Dog Boarding Franchise property applied for			75.00	
Selling Animals as Pets **				
New Application/Renewal (Note 1)			160.00	
Grant of Licence			50.00	
Keeping or Training Animals for Exhibition **				
New Application/Renewal (Note 1)			160.00	
Grant of Licence			50.00	
Dog Breeders Licence (Note 1)	140.00		180.00	28.6%
Zoo Licence	On Request			

Notes

1. Plus any Veterinarian Inspection costs

Other Licences and Registrations

Scrap Metal Dealer				
New	250.00	O	250.00	0.0%
Renewal/Variation	140.00	O	140.00	0.0%
Certified Copy	12.00	O	12.00	0.0%
Scrap Metal Mobile Collector				
New/Variation	140.00	O	140.00	0.0%
Renewal	100.00	O	100.00	0.0%
Replacement Licence	22.00	O	22.00	0.0%
Sex Establishment				
New	3,000.00	O	3000.00	0.0%
Renewal	2,000.00	O	2000.00	0.0%

Transfer			2,000.00	O	2000.00	0.0%
Skin Piercers, Tattooing, Acupuncture, Electrolysis						
Premises			90.00	O	90.00	0.0%
Person			75.00	O	75.00	0.0%
Street Trading Consents - Licenced under statutory obligation						
Annual Consent	7 Days/week	Food Stalls/Vehicle/Trailer	1,210.00	O	1210.00	0.0%
		Non-Food Stalls/Vehicle/Trailer	860.00	O	860.00	0.0%
	Up to 3 Days/week	Food Stalls/Vehicle/Trailer	615.00	O	615.00	0.0%
		Non-Food Stalls/Vehicle/Trailer	450.00	O	450.00	0.0%
	1 Day/week	Food Stalls/Vehicle/Trailer	345.00	O	345.00	0.0%
		Non-Food Stalls/Vehicle/Trailer	305.00	O	305.00	0.0%
Six Month Consent	7 days/week	Food Stalls/Vehicle/Trailer	630.00	O	630.00	0.0%
		Non-Food Stalls/Vehicle/Trailer	445.00	O	445.00	0.0%
Daily Consent	Per 30cm (1ft)		2.65	O	2.65	0.0%
	Minimum charge 4.6m (15ft)					
Tables and Chairs						
	New		290.00	O	290.00	0.0%
	Renewal		180.00	O	180.00	0.0%
Street Collections			No Charge		No Charge	
House to House Collections			No Charge		No Charge	
Caravan Site Licence			No Charge		No Charge	

LICENSING ACT 2003 AND GAMBLING ACT 2005 PUBLIC REGISTERS

	£	VAT	2020	
Single Entry copy of a Premises Licence	6.00	O	6.00	0.0%
Single Copy of an Application Form for a Premises Licence	16.00	O	16.00	0.0%
Single Premises Category (eg Takeaways)	75.00	O	75.00	0.0%
Whole Register of each single Act, e.g. Licensing Act 2003	235.00	O	235.00	0.0%

LICENSING ACT 2003 (STATUTORY FEES)

	£	VAT	2020	
Premises / Club Applications / Variations				
The fees are based on rateable values of properties				
Rateable Value	Band	Initial Licence Fee	Annual Fee	
£0 - £4,300	A	100.00	70.00	O No change Statutory
£4,301 - £33,000	B	190.00	180.00	O No change Statutory
£33,001 - £87,000	C	315.00	295.00	O No change Statutory
£87,001 - £125,000	D	450.00	320.00	O No change Statutory
£125,001 and over	E	635.00	350.00	O No change Statutory

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

Rateable Value	Band	Initial Licence Fee	Annual Fee	
£87,001 - £125,000	D	900.00	640.00	O No change Statutory
£125,001 and over	E	1,905.00	1050.00	O No change Statutory

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

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	No change Statutory
New Small Casino	8,000.00	5,000.00	4,000.00	1,800.00	1,800.00	O	No change Statutory
New Large Casino	10,000.00	10,000.00	5,000.00	2,150.00	2,150.00	O	No change Statutory
Regional Casino	15,000.00	15,000.00	7,500.00	6,500.00	6,500.00	O	No change Statutory
Bingo Club	3,500.00	1,000.00	1,750.00	1,200.00	1,200.00	O	No change Statutory
Betting Premises (exc tracks)	3,000.00	600.00	1,500.00	1,200.00	1,200.00	O	No change Statutory
Tracks	2,500.00	1,000.00	1,250.00	950.00	950.00	O	No change Statutory
Family Entertainment	2,000.00	750.00	1,000.00	950.00	950.00	O	No change Statutory
Adult Gaming	2,000.00	1,000.00	1,000.00	1,200.00	1,200.00	O	No change Statutory

	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	No change Statutory
New Small Casino	8,000.00	3,000.00	25.00	50.00	O	No change Statutory
New Large Casino	10,000.00	5,000.00	25.00	50.00	O	No change Statutory
Regional Casino	15,000.00	8,000.00	25.00	50.00	O	No change Statutory
Bingo Club	3,500.00	1,200.00	25.00	50.00	O	No change Statutory
Betting Premises (exc tracks)	3,000.00	1,200.00	25.00	50.00	O	No change Statutory
Tracks	2,500.00	950.00	25.00	50.00	O	No change Statutory
Family Entertainment Centres	2,000.00	950.00	25.00	50.00	O	No change Statutory
Adult Gaming Centres	2,000.00	1,200.00	25.00	50.00	O	No change Statutory

PERMITS

	Application Fee £	Transitional Application Fee £	Renewal Fee £	Annual Fee £		
Family Entertainment Centre - Gaming Machine	300.00	100.00	300.00	N/A	O	No change Statutory
Prize Gaming	300.00	100.00	300.00	N/A	O	No change Statutory
Alcohol Licenced Premises - notification of 2 or less machines	50.00	N/A	N/A	N/A	O	No change Statutory
Alcohol Licenced Premises - notification of more than 2 machines	150.00	100.00	N/A	50.00	O	No change Statutory
Club Gaming Permit	200.00	100.00	200.00	50.00	O	No change Statutory
Club Gaming Machine Permit	200.00	100.00	200.00	50.00	O	No change Statutory
Club Fast-Track for Gaming Permit or Gaming Machine Permit	100.00	100.00	100.00	50.00	O	No change Statutory
Small Society Lottery Registration	40.00	N/A	N/A	20.00	O	No change Statutory

Change of Name Copy of Permit Variation Transfer

	£	£	£	£		
Family Entertainment Centre Permits	25.00	15.00	N/A	N/A	O	No change Statutory
Prize Gaming Permits	25.00	15.00	N/A	N/A	O	No change Statutory
Alcohol Licenced Premises - notification of 2 or less machines	N/A	N/A	N/A	N/A	O	No change Statutory
Alcohol Licenced Premises - notification of more than 2 machines	25.00	15.00	100.00	25.00	O	No change Statutory
Club Gaming Permit	N/A	15.00	100.00	N/A	O	No change Statutory
Club Gaming Machine Permit	N/A	15.00	100.00	N/A	O	No change Statutory
Small Society Lottery Registration	N/A	N/A	N/A	N/A	O	No change Statutory

MARKETS

			£	VAT		
			<u>Frontage</u>			
Gosport Market Tuesday		Per 30cm (1ft) Minimum charge 4.6m (15ft)	1.00	O	1.00	0.0%
Gosport Market Saturday	Up to	10ft	20.00	O	20.00	0.0%
		3m (10ft) pitch	27.50	O	27.50	0.0%
	Up to	4.6m (15ft) pitch	32.50	O	32.50	0.0%
	Up to	6m (20ft) pitch	41.50	O	41.50	0.0%
	Up to	9.1m (30ft) pitch	55.00	O	55.00	0.0%
	Up to	12.2m (40ft) pitch	65.00	O	65.00	0.0%
	Up to	60ft	90.00		90.00	0.0%
		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	1.00	0.0%
(inc. Craft, Food & Drink, Farmer's Markets, Christmas Markets)						

Notes

Imperial to metric conversions are approximate

PEST CONTROL

	Concession	£	VAT		
<u>DOMESTIC PREMISES</u>					
Fleas, Bedbugs plus unknown infestations, to visit and quote	No charge	32.00	S	32.00	0.0%
All Other Insects (including wasps)	No charge	73.00	S	73.00	0.0%
Rodent treatment	No charge	63.00	S	63.00	0.0%

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	80.00	S	80.00	0.0%
Charge for each additional 15 minutes or part thereof	18.00	S	18.00	0.0%

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	23.00	0.0%

Private Hire	Operator - 1 Year Licence	270.00	O	270.00	0.0%
	Operator - 3 Year Licence [Note 1]	650.00	O	650.00	0.0%
	Operator - 5 Year Licence [Note 1]	1,100.00	O	1,100.00	0.0%
	Vehicle	275.00	O	275.00	0.0%
	Driver - 1 Year Licence	100.00	O	100.00	0.0%
	Driver - 3 Year Licence	240.00	O	240.00	0.0%
Hackney Carriage	Vehicle	275.00	O	275.00	0.0%
	Driver - 1 Year Licence	100.00	O	100.00	0.0%
	Driver - 3 Year Licence	240.00	O	240.00	0.0%
Private Hire & Hackney Carriage driver (both licences)		140.00	O	140.00	0.0%
Private Hire & Hackney Driver - 3 Year Licence		350.00	O	350.00	0.0%
Driver and Vehicle Licensing Agency check (annual licence holders to coincide with triennial criminal record check) [Note 2]		6.00	O	6.00	0.0%
Hackney Carriage/Private Hire Driver's 2nd Licence		37.00	O	37.00	0.0%
Criminal record check - paid to GBC [Note 2]		44.00	O	44.00	0.0%
Issue of a replacement Hackney Carriage or Private Hire:					
Driver's Photo Badge		18.00	O	18.00	0.0%
Vehicle Windscreen Badge		23.00	O	23.00	0.0%
Vehicle External Plate		23.00	O	23.00	0.0%

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	5.00	0.0%

PUBLICATIONS

		£	VAT		
Statement of Accounts		20.00	Z	20.00	0.0%
Budget Book		20.00	Z	20.00	0.0%

REFUSE COLLECTIONS

		£	VAT		
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		No charge	
Provide 'Sharps' and disposal	4 litre capacity	No charge		No charge	
	7 litre capacity	No charge		No charge	
Removal of Bulk Refuse	1 Item	25.00	O	25.00	0.0%
	2 Items	40.00	O	40.00	0.0%
	3 to 5 Items	60.00	O	60.00	0.0%
	Residents receiving benefit (Note 1)	50% of above	O	50% of above	
	Over 5 items	By Arrangement	O	By Arrangement	
Garden Recycling Scheme (Note 4)	Sign up to the service: Existing/signup between 16/12/19-16/02/20	50.00	O	50.00	0.0%

Additional bin (maximum 4 per household)				40.00	
17/02/20 - 05/07/20	60.00	O		60.00	0.0%
06/07/20 onwards	50.00	O		50.00	0.0%
September to November	40.00	O		n/a	
Replacement wheeled bin (note 2)	30.00	O		30.00	0.0%
Roll of 10 replacement black sacks	1.80	O		1.80	0.0%
Reusable Recycling Bags	2.10	O		2.10	0.0%

Notes

1. Resident in receipt of Personal Independence Payments, Universal Credit or equivalent
2. Unless the replacement is for a bin which has been stolen and a Crime Reference Number is provided.
3. 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
4. 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.

SPORTS

BOWLS

		Concession £	£	VAT		
Per player per hour	Adult	3.70	4.50	S	4.50	0.0%
Bowls and Slip Hire			3.50	S	3.50	0.0%

CRICKET

Privett No 1	Adult	55.00	77.00	S	77.00	0.0%
	Weekdays after 6 pm	39.00	60.00	S	60.00	0.0%
Other Sites	Adult	44.00	72.00	S	72.00	0.0%
	Weekdays after 6 pm	34.00	55.00	S	55.00	0.0%
Synthetic Wicket (Gosport Park)	Adult	34.00	55.00	S	55.00	0.0%
	Weekdays after 6 pm	28.00	39.00	S	39.00	0.0%

FOOTBALL

Privett Park Enclosure*	Gosport Clubs	82.00	132.00	S	132.00	0.0%
	Outside Users	120.00	192.00	S	192.00	0.0%
	Use of Floodlights	43.00	68.00	S	68.00	0.0%

* To book, please contact Gosport Borough Football Club direct

All Other Sites	39.00	60.00	S	60.00	0.0%
Sites without shower facilities	34.00	50.00	S	50.00	0.0%
Sites without changing facilities	27.00	39.00	S	39.00	0.0%

Training Pitch / Dressing Rooms		23.00	S	23.00	0.0%
Net Pins		0.85	S	0.85	0.0%

9v9 Pitches		21.00	S	21.00	0.0%
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MINI SOCCER

Per match		17.50	S	17.50	0.0%
Half day per pitch		38.00	S	38.00	0.0%

RUGBY

Gosport Park	Adult	39.00	61.00	S	61.00	0.0%
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Dressing Rooms (separate use)		24.00	S	24.00	0.0%
Refreshment Rooms (separate use)		13.00	S	13.00	0.0%

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
Statutory increase will be applied			

WILDGROUNDS NATURE RESERVE

		£	VAT		
<u>PERMIT ACCESS</u>					
Day Ticket	Adult	2.00	S	2.00	0.0%
	Concessions (Disabled, Over 60's & under 18's)	1.50	S	1.50	0.0%
Monthly Permit *	Adult	5.00	S	5.00	0.0%
	Concessions (Disabled, Over 60's & under 18's)	3.50	S	3.50	0.0%
* 150 permits per month March to October 300 permits per month July to August					
School Parties	Non-Gosport	30.00	E	30.00	0.0%
	Gosport	No Charge		No Charge	
Guided Walks as advertised	Adult	2.50	E	2.50	0.0%
	Concessions (Disabled, Over 60's & under 18's)	2.00	E	2.00	0.0%
	Family - 2 Adults & up to 3 children	10.00	E	10.00	0.0%
	Groups & Organisations (Groups up to 20 people)	35.00	E	35.00	0.0%

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		Free
Permitted Development Enquiry					
All submissions for informal opinion on requirement for planning permission			Householders Others	20.00 S 39.00 S	20.00 39.00 0.0%
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 4 + dwellings	See also Note 1 See also Note 1	131.50 265.00	S S	131.50 265.00 0.0%
Major residential:	10 - 49 dwellings 50 - 100 dwellings	See also Note 2 See also Note 2	661.50 1,050.00	S S	661.50 1,050.00 0.0%
Minor industrial/commercial:	under 1000m ²	See also Note 1	105.00	S	105.00 0.0%
Major industrial/commercial:	1000 - 5000m ² 5000 + m ²	See also Note 2 See also Note 2	661.50 1,050.00	S S	661.50 1,050.00 0.0%
Others: e.g. Change of use of property or land / Adverts / Telecommunication Masts			131.50	S	131.50 0.0%
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):			50.00		50.00 0.0%
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	Fee will be calculated with reference to complexity of individual agreements and the time required to deal with the request at the hourly rate	S
Section 106 - Compliance Checks where applicants/prospective purchaser seeks confirmation that the terms of a legal agreement have been complied with		

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	650.00	0	650.00	0.0%

POSTAL NAMING AND NUMBERING

	£	VAT	
New Development of 1 - 5 plots	200.00	0	No change
New Development/phases of 5-20 plots	200.00 + £10.00 per property	0	No change
New Development/phases of 21-100 plots	400.00 + £5.00 per property	0	No change
New Development/phases of 100+ plots	950.00 + £5.00 per property	0	No change
Naming of new block of flats/building	200.00 + £10.00 per property	0	No change
New postal address for an individual property	100.00	0	No change
Change to new addresses due to the development	15.00 per property	0	No change
Research archive for address history	100.00	0	No change
Renaming an existing Street	200.00 + £5.00 per property	0	No change

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.