

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Housing Services (C Hudson)							
Home Inspection for Immigration Application Fee							
Requests received to inspect and provide report on suitability of proposed home in connection with immigration applications	126.10	25.20	151.30	139.00	27.80	166.80	10.24%
Staying Put Handyperson Rates							
Hourly rate for a handyperson	13.50	2.70	16.20	13.50	2.70	16.20	0.00%
Subsidised hourly rate for a handyperson – client in receipt of benefits	5.00	1.00	6.00	5.00	1.00	6.00	0.00%
Private disabled works (household not eligible for Disabled Facilities Grant)	150.00	0.00	150.00	150.00	0.00	150.00	0.00%
Disabled Facilities Grant (DFG) fee (statutory % charge)	12.50%			12.50%			
Alleygate Key							
Fee	17.92	3.58	21.50	18.33	3.67	22.00	2.31%
Town Centre Licence							
Licence for large events of 10,000 people or more	500.00	0.00	500.00	550.00	0.00	550.00	10.00%

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Planning							
(F Churchill)							
Planning Performance Agreements (PPA)							
Central government encourages the use of planning performance agreements (PPA's) for large or complex planning							New charge
The cost of the PPA will be calculated based on the complexity and size of the scheme using the relevant officer day rates.							
Pre Application Advice - Meetings							
Very large major	2916.67	583.33	3,500.00	3250.00	650.00	3,900.00	11.43%
Major	2083.33	416.67	2,500.00	2300.00	460.00	2,760.00	10.40%
Minor	458.33	91.67	550.00	505.00	101.00	606.00	10.18%
Other (excluding householders and listed buildings)	137.50	27.50	165.00	152.00	30.40	182.40	10.55%
Charities, voluntary groups and parish councils	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Works/repairs to listed buildings	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Pre Application Advice - Letters							
Very large major	916.67	183.33	1,100.00	1010.00	202.00	1,212.00	10.18%
Major	458.33	91.67	550.00	505.00	101.00	606.00	10.18%
Minor	229.17	45.83	275.00	253.00	50.60	303.60	10.40%
Other (excluding householders and listed buildings)	68.75	13.75	82.50	76.00	15.20	91.20	10.55%
Householder	45.83	9.17	55.00	51.00	10.20	61.20	11.27%
Charities, voluntary groups and parish councils	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Works/repairs to listed buildings	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

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Very large major: over 200 dwellings or 4 hectares. Commercial over 10,000m² or 2 hectares							
Major: 10-199 dwellings or less than 4 hectares. Commercial 1,000m ² - 9,999m ² or less than 2 hectares							
Minor: 1-9 dwellings or less than 0.5 hectares. Commercial less than 1,000m ² or 1 hectare							
Complaints made under the High Hedges Legislation							
Standard fee	565.00	0.00	565.00	565.00	0.00	565.00	0.00%
Planning Portal							
The Planning Portal will be charging a £20 (£16.67 + VAT) service charge payable by applicants on any planning application that attracts							
Planning Photocopying Charges							
	Charges per page			Charges per page			
A4 Black/white	0.17	0.03	0.20	0.20	0.04	0.24	20.00%
A3 Black/white	0.25	0.05	0.30	0.30	0.06	0.36	20.00%
A2 Or larger	3.33	0.67	4.00	4.00	0.80	4.80	20.00%
A4 Colour	1.67	0.33	2.00	2.00	0.40	2.40	20.00%
A3 Colour	2.50	0.50	3.00	3.00	0.60	3.60	20.00%
Local Land Charges							
Official Searches							
LLC1 only	42.00	0.00	42.00	15.00	0.00	15.00	-64.29%
LLC1 only - additional parcel	12.00	0.00	12.00	4.80	0.00	4.80	-60.00%
Con 29	102.50	20.50	123.00	136.67	27.33	164.00	33.34%
Con 29 - additional parcel	17.50	3.50	21.00	20.00	4.00	24.00	14.29%
Standard search (LLC1 & Con29)	144.50	20.50*	165.00	151.67	27.33*	179.00	8.48%
Standard search (LLC1 & Con29) - additional parcel	29.50	3.50*	33.00	24.80	4.00*	28.80	-12.73%
Part II enquiry - Con29 questions 4-21	13.00	2.60	15.60	13.50	2.70	16.20	3.85%
Part II enquiry - Con29 question 22	25.00	5.00	30.00	25.00	5.00	30.00	0.00%
Additional questions	19.50	3.90	23.40	19.00	3.80	22.80	-2.56%
*VAT applicable only to the Con29 part of the charge.							

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	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
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Personal Searches							
Enhanced Personal Search	15.00	0.00	15.00	0.00	0.00	0.00	-100.00%
1.1 (a-l) (Planning)	6.50	1.30	7.80	7.00	1.40	8.40	7.69%
1.1 (J, K, L) (Building Regulations)	6.50	1.30	7.80	7.00	1.40	8.40	7.69%
2.1 (b-d)	5.25	1.05	6.30	3.50	0.70	4.20	-33.33%
3.1 Land for public purpose	3.25	0.65	3.90	3.50	0.70	4.20	7.69%
3.3 Drainage matters	3.25	0.65	3.90	3.50	0.70	4.20	7.69%
3.5 Railway schemes	3.25	0.65	3.90	3.50	0.70	4.20	7.69%
3.7 Outstanding Notices	10.00	2.00	12.00	10.00	2.00	12.00	0.00%
3.8 Building Regulations Contravention	3.25	0.65	3.90	3.50	0.70	4.20	7.69%
3.9 Enforcement	6.50	1.30	7.80	7.00	1.40	8.40	7.69%
3.10 CILs	4.50	0.90	5.40	4.75	0.95	5.70	5.56%
3.12 Compulsory purchase	3.25	0.65	3.90	3.50	0.70	4.20	7.69%
3.13b Contaminated land	3.25	0.65	3.90	3.50	0.70	4.20	7.69%
3.13c Contaminated land	3.25	0.65	3.90	3.50	0.70	4.20	7.69%
Environment and Leisure (M Cassell)							
Car Parks and Season Tickets							
All Swale Borough Council car parks are free to use between midnight and 6am Monday to Sunday							
Short Stay Covering							
Faversham: Central car park (season tickets for business only), Institute Road car park (no season tickets) Sittingbourne: Albany Road, Central Avenue, Crown Quay Lane, The Forum, The Swallows, Swale House (weekends only), Sheerness (no season tickets): Rose Street (including land adjacent to Wood Street), Trinity Place, Beachfields							
Up to 30 minutes	0.50	0.10	0.60	0.54	0.11	0.65	8.00%
Up to 1 hour	1.00	0.20	1.20	1.08	0.22	1.30	8.00%
Up to 2 hours	2.00	0.40	2.40	2.17	0.43	2.60	8.50%
Up to 4 hours	4.00	0.80	4.80	4.33	0.87	5.20	8.25%
Season per quarter (for business only Central car park, Faversham/ Forum, Sittingbourne)	200.83	40.17	241.00	220.00	44.00	264.00	9.55%
Electric vehicle parking/charging per kilowatt hour (kWh)	0.21	0.04	0.25	variable	variable	variable	
Sittingbourne: East Street car park, Albany Service Road car park							
Maximum stay 1 hour (cashless transactions only)	1.00	0.20	1.20	1.08	0.22	1.30	8.00%

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Bourne Place Multi-Storey Car Park							
NOTE - Post Council, the charge for 30 minutes has been reduced to 60p (from 65p) for operational reasons.							
The charge is for ALL parking bays including disabled and parent/child bays between the hours of 6am and midnight.							
Patrons of Light Cinema will have free parking all day on Sundays and after 6pm Mon-Sat. Ticket must be validated at the Light before payment at car park machine							
Up to 30 minutes	0.50	0.10	0.60	0.54	0.11	0.65	8.00%
Up to 1 hour	1.00	0.20	1.20	1.08	0.22	1.30	8.00%
Up to 2 hours	2.00	0.40	2.40	2.17	0.43	2.60	8.50%
Up to 3 hours	3.00	0.60	3.60	3.25	0.65	3.90	8.33%
Up to 4 hours	4.00	0.80	4.80	4.33	0.87	5.20	8.25%
Up to 5 hours	5.00	1.00	6.00	5.42	1.08	6.50	8.40%
Up to a maximum of 6 hours	6.00	1.20	7.20	6.50	1.30	7.80	8.33%
Over 6 hours (within 24 hour period)	7.00	1.40	8.40	7.58	1.52	9.10	8.29%
Lost ticket	7.00	1.40	8.40	7.58	1.52	9.10	8.29%
Season ticket per quarter (subject to a maximum capacity)	200.83	40.17	241.00	220.00	44.00	264.00	9.55%
Travelodge (Preferential rate for hotel guests (for 24 hours))	2.50	0.50	3.00	2.50	0.50	3.00	0.00%
Long Stay Covering							
Faversham: Partridge Lane, Queens Hall							
Sittingbourne: Spring Street, Bell Road, Cockleshell Walk							
Sheerness: Albion Place, Beach Street, Bridge Road, Cross Street, Trinity Road							
Up to 30 minutes	0.50	0.10	0.60	0.54	0.11	0.65	8.00%
Up to 1 hour	1.00	0.20	1.20	1.08	0.22	1.30	8.00%
Up to 2 hours	2.00	0.40	2.40	2.17	0.43	2.60	8.50%
Up to 4 hours	4.00	0.80	4.80	4.33	0.87	5.20	8.25%
Over 4 hours	5.00	1.00	6.00	5.50	1.10	6.60	10.00%
Season per month (long stay car park)	75.00	15.00	90.00	82.50	16.50	99.00	10.00%
Season per quarter (long stay car park)	200.83	40.17	241.00	220.00	44.00	264.00	9.55%
Leysdown: Promenade (seasonal) (all day between 1 March and 31 October)							
Up to 1 hour	1.00	0.20	1.20	1.08	0.22	1.30	8.00%
Up to 2 hours	2.00	0.40	2.40	2.17	0.43	2.60	8.50%
Up to 4 hours	4.00	0.80	4.80	4.33	0.87	5.20	8.25%
All day	5.00	1.00	6.00	5.50	1.10	6.60	10.00%
Motorcycles	0.00	0.00	0.00	0.00	0.00	0.00	0.00%

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Season tickets (to be used at any long stay car park throughout the Borough - excluding Bourne Place)							
Season per quarter	213.33	42.67	256.00	234.17	46.83	281.00	9.77%
Replacement for lost, stolen or destroyed season tickets	8.33	1.67	10.00	9.17	1.83	11.00	10.08%
All pay and display car parks – closure of parking bays through events or other activities	Price on application dependent on car park location, type of		Price on application dependent on car park location, type of				
Residents Only Parking Permits (off street) (5pm-9am evenings, weekends and bank holidays)							
Faversham: Central car park (residents of Cross Lane and Bank Street), Queens Hall (residents of Victoria Place and Dorset Place) Sheerness: Albion Place (residents of Harris Road, Portland Terrace and Albion Place), Cross Street (Sheerness town centre residents), Trinity Road (residents of Trinity Road only)							
Per quarter	17.08	3.42	20.50	18.75	3.75	22.50	9.78%
Sheerness: Delamark Road car park (residents only)							
Per quarter	12.92	2.58	15.50	14.17	2.83	17.00	9.67%
Residents' Parking Permits (on street)							
Per annum	45.00	0.00	45.00	45.00	0.00	45.00	0.00%
Visitors permit book (10 days) - for resident permit holders only	11.00	0.00	11.00	11.00	0.00	11.00	0.00%
Visitors parking permits (per day) - for resident permit holders only	1.10	0.00	1.10	1.10	0.00	1.10	0.00%
Hourly scratchcards (per hour) - for all others	1.10	0.00	1.10	1.10	0.00	1.10	0.00%
Hourly scratchcards (per book of 10 hours) - for all others	10.00	0.00	10.00	10.00	0.00	10.00	0.00%
Business per annum	45.00	0.00	45.00	45.00	0.00	45.00	0.00%
Nativity Close (exemption permit concession admin fee)	30.00	0.00	30.00	30.00	0.00	30.00	0.00%
Residents/Business/Exemption permit concessions. Replacement permit for lost, stolen or destroyed permits	10.00	0.00	10.00	10.00	0.00	10.00	0.00%

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Dispensation / Waivers							
Maximum 1 day	12.00	0.00	12.00	12.00	0.00	12.00	0.00%
Maximum 1 week	36.00	0.00	36.00	36.00	0.00	36.00	0.00%
Maximum 2 weeks	45.00	0.00	45.00	45.00	0.00	45.00	0.00%
Maximum 1 month	60.00	0.00	60.00	60.00	0.00	60.00	0.00%
Over 1 month (to a maximum of 3 months) - per month (or part month)	50.00	0.00	50.00	50.00	0.00	50.00	0.00%
Suspension admin fee	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Sports Facilities							
With changing facilities and showers							
- Senior	64.58	12.92	77.50	64.58	12.92	77.50	0.00%
- Under 18s	21.50	4.30	25.80	21.50	4.30	25.80	0.00%
- Under 16s & mini soccer	16.17	3.23	19.40	16.17	3.23	19.40	0.00%
With changing facilities only							
- Senior	53.75	10.75	64.50	53.75	10.75	64.50	0.00%
- Under 18s	17.92	3.58	21.50	17.92	3.58	21.50	0.00%
- Under 16s & mini soccer	15.08	3.02	18.10	15.08	3.02	18.10	0.00%
With no facilities							
- Senior	36.75	7.35	44.10	36.75	7.35	44.10	0.00%
- Under 18s	16.00	3.20	19.20	16.00	3.20	19.20	0.00%
- Under 16s & mini soccer	9.83	1.97	11.80	9.83	1.97	11.80	0.00%
If your booking meets all of the rules below, you can choose to save money							
VAT exemption rules							
The booking consists of 10 or more dates.							
Each booking is for the same sport.							
Each booking is in the same place. This condition is still met where a different pitch, court or lane is used (or a							
The gap between each session is at least 1 day but not more than 14 days (for a gap to be at least 1 day, 24							

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The booking is to be paid for as a whole and there is written evidence to the fact. This must include evidence The facilities are booked out to a school, club, association or an organisation representing affiliated clubs or The person to whom the facilities are booked has exclusive use of them during the bookings. If you want your booking to be VAT exempt, you must make sure that it meets all of the rules above. Because All bookings must be paid for in full before the start of the booking. You cannot change VAT exempt bookings							
Allotments							
Plots of 10 rods & pro rata	45.20	0.00	45.20	65.00	0.00	65.00	43.81%
Plots of 10 rods & pro rata (OAPs/Disabled)	22.60	0.00	22.60	32.50	0.00	32.50	43.81%
King George's Pavilion							
Main hall/tea room (hourly rate) (minimum hire 1 hour)							
Mon-Sun (9am-midnight)	10.30	0.00	10.30	11.40	0.00	11.40	10.68%
Playgroups (per morning)	25.80	0.00	25.80	28.50	0.00	28.50	10.47%
Tea room – for children's parties only (per hour) minimum 1 hour hire	8.30	0.00	8.30	9.20	0.00	9.20	10.84%
Caretaking services – set up and clear away: standard tables and/or chairs	6.20	0.00	6.20	6.90	0.00	6.90	11.29%
Refundable deposits	150.00	0.00	150.00	165.00	0.00	165.00	10.00%
Bank Holidays, New Year's Eve	Double the standard rate			Double the standard rate			

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Cemeteries Burial Fees							
<i>Includes Exclusive Right of Burial for 50 years, Interment, Memorial & Re-inscription Permits</i>							
1 st Burial Sittingbourne, Faversham & Murston	1982.00	0.00	1,982.00	2500.00	0.00	2,500.00	26.14%
1 st Burial Sheppey and Iwade	1817.00	0.00	1,817.00	2290.00	0.00	2,290.00	26.03%
1 st Burial if no use of previously purchased grave Sittingbourne, Faversham & Murston	982.00	0.00	982.00	1240.00	0.00	1,240.00	26.27%
1 st Burial if no use of previously purchased grave Sheppey	816.00	0.00	816.00	1000.00	0.00	1,000.00	22.55%
2 nd Burial Sittingbourne, Faversham & Murston	816.00	0.00	816.00	1000.00	0.00	1,000.00	22.55%
2 nd Burial Sheppey and Iwade	675.00	0.00	675.00	825.00	0.00	825.00	22.22%
3 rd Burial Sittingbourne, Faversham & Murston	675.00	0.00	675.00	825.00	0.00	825.00	22.22%
Extended right of burial extension – 10 years	200.00	0.00	200.00	250.00	0.00	250.00	25.00%
Extended right of burial extension – 20 years	400.00	0.00	400.00	500.00	0.00	500.00	25.00%
Extended right of burial extension – 30 years	600.00	0.00	600.00	750.00	0.00	750.00	25.00%
Extended right of burial extension – 40 years	800.00	0.00	800.00	1000.00	0.00	1,000.00	25.00%
Cremated Remains (all sites)							
<i>(includes Exclusive Rights to Burial for 50 years, Interment, Memorial & Re-inscription Permit)</i>							
1 st Burial	608.80	0.00	608.80	669.70	0.00	669.70	10.00%
1 st Burial (where no use has been made of previously purchased grave)	221.40	0.00	221.40	245.00	0.00	245.00	10.66%
2 nd Burial	221.40	0.00	221.40	245.00	0.00	245.00	10.66%
3 rd Burial	221.40	0.00	221.40	245.00	0.00	245.00	10.66%
4 th Burial	221.40	0.00	221.40	245.00	0.00	245.00	10.66%
Burial of loose ashes	102.50	0.00	102.50	125.00	0.00	125.00	21.95%
Extended right of burial extension – 10 years	77.50	0.00	77.50	86.00	0.00	86.00	10.97%
Extended right of burial extension – 20 years	155.00	0.00	155.00	170.50	0.00	170.50	10.00%
Extended right of burial extension – 30 years	232.40	0.00	232.40	256.00	0.00	256.00	10.15%
Extended right of burial extension – 40 years	309.90	0.00	309.90	340.90	0.00	340.90	10.00%

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Child Burial							
Under 18 years of age	Covered by Children's Funeral Fund for England - Subject to			Covered by Children's Funeral			
Ancillary Services							
Issue of letter of confirmation where deed is lost	63.60	0.00	63.60	70.00	0.00	70.00	10.06%
Use of chapel in Sittingbourne	89.10	0.00	89.10	98.00	0.00	98.00	9.99%
Use of chapel in Faversham	120.90	0.00	120.90	133.00	0.00	133.00	10.01%
Turfed grave	At cost			At cost			
Transfer of deed ownership	63.50	0.00	63.50	69.80	0.00	69.80	9.92%
Record search & certificate (each grave)	31.70	0.00	31.70	34.90	0.00	34.90	10.09%
Extra cost of large coffin or casket (measuring 30 inches or more)	164.00	0.00	164.00	180.40	0.00	180.40	10.00%
Exhumation of coffin	1640.00	0.00	1,640.00	2500.00	0.00	2,500.00	52.44%
Exhumation of cremated remains	304.40	0.00	304.40	335.00	0.00	335.00	10.05%
Other services (vatable)	At cost			At cost			
Non-residents of Swale (not living in Swale at time of death or have not been a							
Memorial Bench (Seafronts & Green Space, Excludes Cemeteries)							
Memorial bench with basic installation	675.00	135.00	810.00	900.00	180.00	1,080.00	33.33%
Memorial bench with concrete installation	854.17	170.83	1,025.00	1130.00	226.00	1,356.00	32.29%
Travelling Fairs							
Pitch premium for days open to the public only (per day)	930.00	0.00	930.00	1023.00	0.00	1,023.00	10.00%
Pitch premium for days open to the public only (per day) Local Operator	310.00	0.00	310.00	341.00	0.00	341.00	10.00%
Use of Council Land – Travelling Fairs							
On site fee payable whether or not open to the public (including arrival and departure days)	60.00	0.00	60.00	66.00	0.00	66.00	10.00%
On site fee payable whether or not open to the public (including arrival and departure days) Local Operator	20.00	0.00	20.00	22.00	0.00	22.00	10.00%
Refundable deposit	615.00	0.00	615.00	676.50	0.00	676.50	10.00%
Use of Council Land – Travelling Shows							
On site fee for days open to the public	206.20	0.00	206.20	226.90	0.00	226.90	10.04%
On site fee payable when not open to the public (including arrival and departure days)	59.30	0.00	59.30	65.30	0.00	65.30	10.12%
Refundable deposit	615.00	0.00	615.00	676.50	0.00	676.50	10.00%
Use of Council Land – Events							
On site fee for small commercial events – day usage of open space	210.00	0.00	210.00	231.00	0.00	231.00	10.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
On site fee for large commercial events – day usage of open space	Price on Application			Price on Application			
On site fee for enthusiast event – day usage of open space	105.00	0.00	105.00	115.50	0.00	115.50	10.00%
On site fee for community/voluntary event – day usage of open space	0.00	0.00	0.00	0.00	0.00	0.00	
Refundable deposit	205.00	0.00	205.00	225.50	0.00	225.50	10.00%
Beach Hut Charges							
Locations now at Minster Leas and Leysdown							
Ground rental – beach hut owned	415.00	0.00	415.00	498.00	0.00	498.00	20.00%
Annual rental	1108.50	221.70	1,330.20	1219.30	243.86	1,463.16	10.00%
Weekly rental	80.00	16.00	96.00	88.00	17.60	105.60	10.00%
Refundable keys deposit	25.00	0.00	25.00	25.00	0.00	25.00	0.00%
Transfer of an owned beach hut licence	A fee of three times the ground rent or 10% of the sale value			A fee of three times the ground			
Purchase of beach hut	Market price			Market price			
Access Over Open Space Licence							
Used for residential properties requiring access over our land to undertake works/deliveries etc.							
Standard fee	67.00	0.00	67.00	73.70	0.00	73.70	10.00%
Traffic Regulation Order Applications							
On application (yellow lines and changes to existing orders)							
Small (1-30 consultations)	1100.00	0.00	1,100.00	1210.00	0.00	1,210.00	10.00%
Medium (31-50 consultations)	1300.00	0.00	1,300.00	1430.00	0.00	1,430.00	10.00%
Large (50+ consultations)	1600.00	0.00	1,600.00	1760.00	0.00	1,760.00	10.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
On application (loading bays, single bays)							
Small (1-30 consultations)	520.00	0.00	520.00	575.00	0.00	575.00	10.58%
Medium (31-50 consultations)	780.00	0.00	780.00	860.00	0.00	860.00	10.26%
Large (50+ consultations)	1040.00	0.00	1,040.00	1150.00	0.00	1,150.00	10.58%
No objections received (yellow lines and changes to existing orders)							
All size consultations	520.00	0.00	520.00	575.00	0.00	575.00	10.58%
No objections received (loading bays, single bays)							
All size consultations	260.00	0.00	260.00	286.00	0.00	286.00	10.00%
Objections received (Joint Transportation Board report)							
All size consultations	260.00	0.00	260.00	286.00	0.00	286.00	10.00%
Progress/implement scheme (yellow lines and changes to existing orders)							
Small (1-30 consultations)	520.00	0.00	520.00	575.00	0.00	575.00	10.58%
Medium (31-50 consultations)	620.00	0.00	620.00	685.00	0.00	685.00	10.48%
Large (50+ consultations)	730.00	0.00	730.00	810.00	0.00	810.00	10.96%
Progress/implement scheme (loading bays, single bays)							
Small (1-30 consultations)	110.00	0.00	110.00	122.00	0.00	122.00	10.91%
Medium (31-50 consultations)	110.00	0.00	110.00	122.00	0.00	122.00	10.91%
Large (50+ consultations)	110.00	0.00	110.00	122.00	0.00	122.00	10.91%
Inclusion of new or amended waiting restrictions into Traffic Regulation Order	1100.00	0.00	1,100.00	1210.00	0.00	1,210.00	10.00%
White Bar Markings							
Installation of new white bar marking across vehicle crossing	128.17	25.63	153.80	141.00	28.20	169.20	10.01%
Re-painting existing white bar marking across vehicle crossing	106.75	21.35	128.10	118.00	23.60	141.60	10.54%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Installation of Advisory Bays on Private Lane (e.g. Disabled Bay in Housing Association Car Park)							
Installation of Advisory Parking Bay on Private Land	100.00	0.00	100.00	110.00	0.00	110.00	10.00%
Street Naming & Numbering							
Changing or requesting new property	75.00	0.00	75.00	82.50	0.00	82.50	10.00%
New street name	150.00	0.00	150.00	165.00	0.00	165.00	10.00%
New street developments (4 or more properties/units) per property/unit with minimum charge of £180	50.00	0.00	50.00	55.00	0.00	55.00	10.00%
Provision of historical information relating to street naming & numbering	30.00	0.00	30.00	33.00	0.00	33.00	10.00%
Changing street name	700.00	0.00	700.00	770.00	0.00	770.00	10.00%
Harbour Mooring Fees							
Faversham Town Quay per night	7.75	1.55	9.30	8.60	1.72	10.32	10.97%
Garden Waste Subscription (brown bins – domestic)							
Fortnightly collection of garden waste (excluding Christmas where service is suspended for 2 weeks). Fee includes hire of bin. Price is per annum	45.00	0.00	45.00	55.00	0.00	55.00	22.22%
Bulky Waste Collections							
Charge covers up to 4 bulky items. If white goods, charge covers only one item.	26.00	0.00	26.00	30.00	0.00	30.00	15.38%
Wheeled Bins							
Wheeled bins 140 litre	41.10	0.00	41.10	45.20	0.00	45.20	9.98%
Wheeled bins 180 litre	46.60	0.00	46.60	51.20	0.00	51.20	9.87%
Wheeled bins 240 litre	46.60	0.00	46.60	51.20	0.00	51.20	9.87%
Wheeled bins 1,100 litre	451.80	0.00	451.80	497.00	0.00	497.00	10.00%
Food waste container 23 litre	10.80	0.00	10.80	11.90	0.00	11.90	10.19%
Kitchen caddy 5 litre	5.40	0.00	5.40	6.00	0.00	6.00	11.11%
Replacement domestic 180 litre or 240 litre refuse or recycling bin if damaged, lost or stolen (unless damaged during emptying by contractor). This fee includes delivery of new bin and removal/ disposal of old bin.	30.00	0.00	30.00	30.00	0.00	30.00	0.00%
Note: Wheeled bins are non-vatable when supplied directly to a householder for domestic/household waste collection.							
Additional Litter Bins (each)							
145 litre galvanised (fee does not include emptying the bin)	375.00	75.00	450.00	495.00	99.00	594.00	32.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Bin Store Clearance							
Per occasion	129.90	0.00	129.90	175.00	0.00	175.00	34.72%
Wheeled Bins for Community Events							
Provision of wheeled bins for events (cost per occasion) – delivery/ collection charge	85.67	17.13	102.80	113.50	0.00	113.50	10.41%
Wheeled bin hire (cost per bin)	10.83	2.17	13.00	14.30	0.00	14.30	10.00%
Servicing of bins during event	Price on application			Price on application			
Radar Key for Disabled Toilets							
Fee	3.00	0.00	3.00	3.00	0.00	3.00	0.00%
Environmental – Fixed Penalty Notices (FPN)							
Fly tipping*	400.00	0.00	400.00	400.00	0.00	400.00	0.00%
Householders duty of care – lack of care in disposal of waste*	400.00	0.00	400.00	400.00	0.00	400.00	0.00%
Refuse left out inappropriately	80.00	0.00	80.00	80.00	0.00	80.00	0.00%
Littering and graffiti	150.00	0.00	150.00	150.00	0.00	150.00	0.00%
Fly posting	150.00	0.00	150.00	150.00	0.00	150.00	0.00%
Waste carrier offences	300.00	0.00	300.00	300.00	0.00	300.00	0.00%
Failure to comply with a Community Protection Notice	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Breach of any Public Space Protection Orders (PSPOs)	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
*Reduced to £300.00 if paid in full within 10 days							
All of these Environmental FPN's are at the maximum allowed by the Government banding							

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Animal Welfare Licensing							
The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations							
Part A - Covers the application and authorisation process.							
Part B - Is the cost for administering and enforcing the legislative framework.							
Boarding in Kennels for Dogs, Boarding for Cats, Day Care for Dogs, Home Breeding Dogs and Selling Animals as Pets							
(This fee applies to both arranging the provision of accommodation for other people's							
Part A ¹	217.60	0.00	217.60	239.40	0.00	239.40	10.02%
Part B							
1 Star and 2 Star establishments - 1 year licence	174.30	0.00	174.30	192.00	0.00	192.00	10.15%
3 Star and 4 Star establishments - 2 year licence	290.80	0.00	290.80	320.00	0.00	320.00	10.04%
5 Star establishments - 3 year licence	407.30	0.00	407.30	449.00	0.00	449.00	10.24%
Hiring of Horses							
Part A ¹	217.60	0.00	217.60	239.40	0.00	239.40	10.02%
Part B							
1 Star and 2 Star establishments - 1 year licence ³	174.30	0.00	174.30	192.00	0.00	192.00	10.15%
3 Star and 4 Star establishments - 2 year licence ²	290.80	0.00	290.80	320.00	0.00	320.00	10.04%
5 Star establishments - 3 year licence ²	407.30	0.00	407.30	449.00	0.00	449.00	10.24%
Keeping or Training Animals for Exhibition							
Part A							
For a 3 year licence ¹	217.60	0.00	217.60	240.00	0.00	240.00	10.29%
Part B							
For a 3 year licence ³	407.30	0.00	407.30	449.00	0.00	449.00	10.24%
Dangerous Wild Animal Licence							
Part A							
For a 2 year licence ¹	217.60	0.00	217.60	239.50	0.00	239.50	10.06%
Part B							
For a 2 year licence ³	290.80	0.00	290.80	320.00	0.00	320.00	10.04%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Zoo Licence							
(Please discuss your application with the Animal Control Officer prior to applying for a licence.)							
Part A							
For a 4 year licence ²	979.60	0.00	979.60	1078.00	0.00	1,078.00	10.04%
Part B							
For a 4 year licence ³	541.80	0.00	541.80	596.00	0.00	596.00	10.00%
¹ Plus vet fees based upon an hourly rate (including travel time)							
² Plus vet fees for an initial inspection based upon an hourly rate (including travel time)							
³ Plus annual vet fees based upon an hourly rate (including travel time)							
Other Charges							
Licence renewals	charged as new applications			charged as new applications			
Request for re-inspection (for all licences) (plus vet fees if applicable)	92.80	0.00	92.80	102.10	0.00	102.10	10.02%
Requests for Variations							
Administration amendment only	35.10	0.00	35.10	38.70	0.00	38.70	10.26%
Inspector visit (if required) (additional to administration charge)	57.70	0.00	57.70	63.50	0.00	63.50	10.05%
Vet fees	hourly rate plus travel time			hourly rate plus travel time			
Stray Dog Collection							
Statutory charge as per legislation	25.00	0.00	25.00	25.00	0.00	25.00	0.00%
Additional fee for collecting/returning stray dogs	35.90	0.00	35.90	39.50	0.00	39.50	10.03%
Out of hours additional fee for collecting/ returning stray dogs	46.10	0.00	46.10	50.80	0.00	50.80	10.20%
Transport fee for returning dog to owner after a kennel stay	30.80	0.00	30.80	33.90	0.00	33.90	10.06%
*If we are unable to return a dog to the owner straight away and the dog is taken to the kennels, then the dog owner will be charged the							
Pest Control							
Rats (per visit) with a minimum of 2 visits required	25.58	5.12	30.70	28.00	5.60	33.60	9.45%
Mice (per visit) with a minimum of 2 visits required	25.58	5.12	30.70	28.00	5.60	33.60	9.45%
Wasps per nest	52.17	10.43	62.60	57.17	11.43	68.60	9.59%
Wasps per additional nest	9.42	1.88	11.30	10.33	2.07	12.40	9.70%
Fleas and other household pests (up to 6 rooms)	60.58	12.12	72.70	66.33	13.27	79.60	9.49%
Each additional room (up to 4)	9.42	1.88	11.30	10.33	2.07	12.40	9.70%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Cockroaches in domestic premises (up to 6 rooms)	60.58	12.12	72.70	66.33	13.27	79.60	9.49%
Each additional room (up to 4)	9.42	1.88	11.30	10.33	2.07	12.40	9.70%
Ants, insects etc.	26.50	5.30	31.80	29.00	5.80	34.80	9.43%
Bed bugs (up to 4 bedroom house). Anything larger will require a survey	244.50	48.90	293.40	267.50	53.50	321.00	9.41%
Hourly charge for treatments carried out on industrial and commercial properties (hourly rate)	To be quoted by contractors on a job by job basis so as to remain competitive			To be quoted by contractors on a job by job basis so as to remain competitive			
For treatments outside of normal office hours (hourly rate)	As above			As above			
Woodworm, birds, death watch beetle, foxes, moles & squirrels	Price on application (surveys required)			Price on application (surveys required)			
Environmental Health (T Beattie)							
Food Export Certificate							
For businesses already in receipt of Export Health Certificate (EHC) issued by Swale BC	124.00	0.00	124.00	137.00	0.00	137.00	10.48%
For new businesses applying for export certificates	257.00	0.00	257.00	284.00	0.00	284.00	10.51%
Admin charge for changes to certificate	26.00	0.00	26.00	27.00	0.00	27.00	3.85%
Sampling associated with Export Health Certificates (per hour)	55.00	11.00	66.00	65.83	13.17	79.00	19.69%
EHC for transit to destination country	36.00	0.00	36.00	39.60	0.00	39.60	10.00%
Voluntary Surrender of Food							
Charge for food unfit for human consumption or unsuitable for sale	210.00	0.00	210.00	231.00	0.00	231.00	10.00%
Chartered Institute of Environmental Health (CIEH) Level 2 Award Training in Food Safety in Catering							
Fee charged to food handlers for training in food hygiene	n/a	n/a	n/a	n/a	n/a	n/a	
Food Hygiene Rating Scheme							
Fee to food businesses for re-inspection and re-scoring	168.00	0.00	168.00	185.00	0.00	185.00	10.12%
Food Business Advice							
Food hygiene advice (per hour)	55.00	11.00	66.00	65.83	13.17	79.00	19.69%
Registration Fee under the Local Government (Miscellaneous Provision) Act							
(Relates to establishments offering cosmetic piercing, electrolysis, tattooing or acupuncture)							

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Standard fee	328.00	0.00	328.00	338.00	0.00	338.00	3.05%
Supplementary treatment registration fee (for additional beauty treatment registration inspection either at or after initial registration)	56.00	0.00	56.00	61.70	0.00	61.70	10.18%
Tattoo and Beauty Treatment Events (falling within the Local Government (Miscellaneous Provisions) Act)	205.00	0.00	205.00	226.00	0.00	226.00	10.24%
Tattoo and Beauty Treatment Event charge for Artists (new artist registrations)	25.00	0.00	25.00	27.50	0.00	27.50	10.00%
Requests for Environmental Information (e.g. Contaminated land)							
Charge per hour	20.83	4.17	25.00	23.00	4.60	27.60	10.42%
Requests for Enhanced Environmental Information for Contaminated Land and Professional Opinion							
Charge per hour	55.00	11.00	66.00	65.83	13.17	79.00	19.69%
Charges for photocopying apply at 10p per page plus postage							

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Pre-Application Consultation for Environmental Health Advice for Acoustics, Air Quality, Contaminated Land Assessments							
Charge per hour	55.00	11.00	66.00	65.83	13.17	79.00	19.69%
Private Water Supplies Regulations 2016 & 2018 Amendments							
Risk assessment (hourly rate)	55.00	11.00	66.00	65.83	13.17	79.00	19.69%
Sampling (hourly rate)	55.00	11.00	66.00	65.83	13.17	79.00	19.69%
Investigation (hourly rate)	55.00	11.00	66.00	65.83	13.17	79.00	19.69%
Derogation request	55.00	11.00	66.00	65.83	13.17	79.00	19.69%
Analysis – Group A	n/a	n/a	n/a	n/a	n/a	n/a	
Analysis – Group B	n/a	n/a	n/a	n/a	n/a	n/a	
Analysis – audit monitoring	n/a	n/a	n/a	n/a	n/a	n/a	
Housing & Community Services (S Curtis)							
Taxi Licensing							
Vehicle licence for 1 year	290.00	0.00	290.00	290.00	0.00	290.00	0.00%
Private Hire operator licence valid for 5 years	430.00	0.00	430.00	430.00	0.00	430.00	0.00%
Licence and plate for temporary hire vehicle	40.00	0.00	40.00	40.00	0.00	40.00	0.00%
Knowledge test – initial	25.00	0.00	25.00	25.00	0.00	25.00	0.00%
Knowledge test – re-sit	25.00	0.00	25.00	25.00	0.00	25.00	0.00%
Dual / Private Hire Drivers Badge for 1 year (for medical or over 70 years of age)	50.00	0.00	50.00	50.00	0.00	50.00	0.00%
Upgrade Private Hire Drivers Badge to a Dual Badge	35.00	0.00	35.00	35.00	0.00	35.00	0.00%
Dual / Private Hire Drivers Badge for 3 years	150.00	0.00	150.00	150.00	0.00	150.00	0.00%
Non-refundable plate fee (plate number only issued once)	50.00	0.00	50.00	50.00	0.00	50.00	0.00%
Replacement plate	15.00	0.00	15.00	15.00	0.00	15.00	0.00%
Change of address	10.00	0.00	10.00	10.00	0.00	10.00	0.00%
Change of ownership licensed vehicle	35.00	0.00	35.00	35.00	0.00	35.00	0.00%
Dual / Private Hire Drivers badge replacement	10.00	0.00	10.00	10.00	0.00	10.00	0.00%
Replacement paper licence certificate	10.00	0.00	10.00	10.00	0.00	10.00	0.00%
Change of vehicle on an existing plate	80.00	0.00	80.00	80.00	0.00	80.00	0.00%
Street Trading Licensing							
Annual consents (not events)	130.00	0.00	130.00	143.00	0.00	143.00	10.00%
6 month consents (not events)	65.00	0.00	65.00	71.50	0.00	71.50	10.00%
One off consent	10.00	0.00	10.00	10.00	0.00	10.00	0.00%
Assistants Badge	15.00	0.00	15.00	16.50	0.00	16.50	10.00%
Gambling Licensing							
New Applications/Applications for Provisional Statement							
Small casino	8000.00	0.00	8,000.00	8000.00	0.00	8,000.00	0.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Large casino	10000.00	0.00	10,000.00	10000.00	0.00	10,000.00	0.00%
Bingo club	2449.00	0.00	2,449.00	3500.00	0.00	3,500.00	42.92%
Betting premises	3000.00	0.00	3,000.00	3000.00	0.00	3,000.00	0.00%
Tracks	2500.00	0.00	2,500.00	2500.00	0.00	2,500.00	0.00%
Family entertainment centres	1913.00	0.00	1,913.00	2000.00	0.00	2,000.00	4.55%
Adult gaming centre	2000.00	0.00	2,000.00	2000.00	0.00	2,000.00	0.00%
Temporary use notice	263.00	0.00	263.00	500.00	0.00	500.00	90.11%
<i>Licence Applications (Provisional Statement Holders)</i>							
Small casino	3000.00	0.00	3,000.00	3000.00	0.00	3,000.00	0.00%
Large casino	5000.00	0.00	5,000.00	5000.00	0.00	5,000.00	0.00%
Bingo club	1010.60	0.00	1,010.60	1200.00	0.00	1,200.00	18.74%
Betting premises	1200.00	0.00	1,200.00	1200.00	0.00	1,200.00	0.00%
Tracks	950.00	0.00	950.00	950.00	0.00	950.00	0.00%
Family entertainment centre	840.40	0.00	840.40	950.00	0.00	950.00	13.04%
Adult gaming centre	1200.00	0.00	1,200.00	1200.00	0.00	1,200.00	0.00%
<i>Annual Fee</i>							
Small casino	5000.00	0.00	5,000.00	5000.00	0.00	5,000.00	0.00%
Large casino	10000.00	0.00	10,000.00	10000.00	0.00	10,000.00	0.00%
Bingo club	758.00	0.00	758.00	1000.00	0.00	1,000.00	31.93%
Betting premises	600.00	0.00	600.00	600.00	0.00	600.00	0.00%
Tracks	1000.00	0.00	1,000.00	1000.00	0.00	1,000.00	0.00%
Family entertainment centres	660.00	0.00	660.00	750.00	0.00	750.00	13.64%
Adult gaming centre	1000.00	0.00	1,000.00	1000.00	0.00	1,000.00	0.00%
<i>Application to Vary</i>							
Small casino	4000.00	0.00	4,000.00	4000.00	0.00	4,000.00	0.00%
Large casino	5000.00	0.00	5,000.00	5000.00	0.00	5,000.00	0.00%
Bingo club	1670.00	0.00	1,670.00	1750.00	0.00	1,750.00	4.79%
Betting premises	1500.00	0.00	1,500.00	1500.00	0.00	1,500.00	0.00%
Tracks	1250.00	0.00	1,250.00	1250.00	0.00	1,250.00	0.00%
Family entertainment centres	866.00	0.00	866.00	1000.00	0.00	1,000.00	15.47%
Adult gaming centre	1000.00	0.00	1,000.00	1000.00	0.00	1,000.00	0.00%
Copy licence	25.00	0.00	25.00	25.00	0.00	25.00	0.00%
Notification of change	36.00	0.00	36.00	50.00	0.00	50.00	38.89%
<i>Application to Transfer a Licence</i>							
Small casino	1800.00	0.00	1,800.00	1800.00	0.00	1,800.00	0.00%
Large casino	2150.00	0.00	2,150.00	2150.00	0.00	2,150.00	0.00%
Bingo club	1010.60	0.00	1,010.60	1200.00	0.00	1,200.00	18.74%
Betting premises	1200.00	0.00	1,200.00	1200.00	0.00	1,200.00	0.00%
Tracks	950.00	0.00	950.00	950.00	0.00	950.00	0.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Family entertainment centres	928.00	0.00	928.00	950.00	0.00	950.00	2.37%
Adult gaming centre	1200.00	0.00	1,200.00	1200.00	0.00	1,200.00	0.00%
Application for Re-instatement							
Small casino	1800.00	0.00	1,800.00	1800.00	0.00	1,800.00	0.00%
Large casino	2150.00	0.00	2,150.00	2150.00	0.00	2,150.00	0.00%
Bingo club	1010.60	0.00	1,010.60	1200.00	0.00	1,200.00	18.74%
Betting premises	1200.00	0.00	1,200.00	1200.00	0.00	1,200.00	0.00%
Tracks	950.00	0.00	950.00	950.00	0.00	950.00	0.00%
Family entertainment centres	928.00	0.00	928.00	950.00	0.00	950.00	2.37%
Adult gaming centre	1200.00	0.00	1,200.00	1200.00	0.00	1,200.00	0.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Sex Establishment Licensing (sex shop, sex cinema and sex encounter venue)							
Application fee and 1 st licence	4522.00	0.00	4,522.00	4974.00	0.00	4,974.00	10.00%
Annual licence renewal	701.20	0.00	701.20	772.00	0.00	772.00	10.10%
Application to vary	809.40	0.00	809.40	891.00	0.00	891.00	10.08%
Transfer of licence	31.00	0.00	31.00	34.10	0.00	34.10	10.00%
Duplicate licence	15.50	0.00	15.50	17.10	0.00	17.10	10.32%
Scrap Metal Dealers Licensing							
Site licence	484.60	0.00	484.60	535.00	0.00	535.00	10.40%
Site licence renewal	464.00	0.00	464.00	511.00	0.00	511.00	10.13%
Collections licence, grant or renewal	226.80	0.00	226.80	250.00	0.00	250.00	10.23%
Variation – collector to site	77.40	0.00	77.40	86.00	0.00	86.00	11.11%
Variation – site to collector	56.70	0.00	56.70	63.00	0.00	63.00	11.11%
Variation (minor administration, such as change of address)	36.10	0.00	36.10	40.00	0.00	40.00	10.80%
Change of site manager	108.20	0.00	108.20	120.00	0.00	120.00	10.91%
Pleasure Boat Licence							
Licence	149.60	0.00	149.60	165.00	0.00	165.00	10.29%
Pavement Licence							
Application Fee	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
CCTV Services (S Curtis)							
Swale Radio Link Annual Charge							
Charities	N/A	N/A	N/A	150.00	30.00	180.00	
Independent Businesses	N/A	N/A	N/A	200.00	40.00	240.00	
Large Organisation	N/A	N/A	N/A	350.00	70.00	420.00	
Third Party Service Charges							
Insurance Company Footage Review	N/A	N/A	N/A	70.00	14.00	84.00	
CCTV Services which may include design, installation, monitoring, maintenance, upgrades and decommissioning	N/A	N/A	N/A	N/A	N/A	N/A	

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Legal (C Valmond)							
Legal Charges for Third Parties							
Hourly rate (no VAT)	225.00	0.00	225.00	247.00	0.00	247.00	9.78%
Hourly rate (when VAT applicable)	225.00	45.00	270.00	247.00	49.40	296.40	9.78%
Note: VAT may be chargeable depending on the nature of the transaction. VAT is not payable in relation to most income (as most income is S106 related, which							
Property (J Johnson)							
Room Hire of Swale House							
Non-Commercial							
Council chamber (half day)	75.00	15.00	90.00	82.50	16.50	99.00	10.00%
Council chamber (full day)	125.00	25.00	150.00	137.50	27.50	165.00	10.00%
Committee room (half day)	50.00	10.00	60.00	55.00	11.00	66.00	10.00%
Committee room (full day)	75.00	15.00	90.00	82.50	16.50	99.00	10.00%
Assembly room (half day)	37.50	7.50	45.00	41.25	8.25	49.50	10.00%
Assembly room (full day)	62.50	12.50	75.00	68.80	13.76	82.56	10.08%
Commercial							
Council chamber (half day)	150.00	30.00	180.00	165.00	33.00	198.00	10.00%
Council chamber (full day)	250.00	50.00	300.00	275.00	55.00	330.00	10.00%
Committee room (half day)	100.00	20.00	120.00	110.00	22.00	132.00	10.00%
Committee room (full day)	150.00	30.00	180.00	165.00	33.00	198.00	10.00%
Assembly room (half day)	75.00	15.00	90.00	82.50	16.50	99.00	10.00%
Assembly room (full day)	125.00	25.00	150.00	137.50	27.50	165.00	10.00%
Landlord's Consent Fee							
Assignments, subletting, charging *	300.00	60.00	360.00	400.00	80.00	480.00	33.33%
Alterations *	300.00	60.00	360.00	400.00	80.00	480.00	33.33%
Commercial wayleaves / easements*	N/A	N/A	N/A	875.00	175.00	1,050.00	N/A
* VAT is only applicable if the rent is subject to VAT.							

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
FEES AND CHARGES SET NATIONALLY BY THE GOVERNMENT							
Housing (C. Hudson)							
Houses in Multiple Occupation Licensing							
<i>New Application</i>							
Non-accredited landlord	724.30	0.00	724.30	792.40	0.00	792.40	9.40%
Accredited landlord	602.00	0.00	602.00	673.50	0.00	673.50	11.88%
<i>Renewal of Application</i>							
Non-accredited landlord	567.70	0.00	567.70	621.00	0.00	621.00	9.39%
Accredited landlord	482.50	0.00	482.50	528.00	0.00	528.00	9.43%
Mobile Home Site Licence Fee							
<i>New Mobile Home Site Licence Application Fee</i>							
1-5 mobile homes on site	156.80	0.00	156.80	171.60	0.00	171.60	9.44%
6-24 mobile homes on site	215.20	0.00	215.20	235.50	0.00	235.50	9.43%
25-99 mobile homes on site	273.70	0.00	273.70	299.50	0.00	299.50	9.43%
100+ mobile homes on site	314.70	0.00	314.70	344.30	0.00	344.30	9.41%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Annual Mobile Home Site Inspection Fee							
Relevant sites occupied solely by owners and family members	No charge			No charge			
1-5 mobile homes on site	No charge			No charge			
6-24 mobile homes on site	176.30	0.00	176.30	192.90	0.00	192.90	9.42%
25-99 mobile homes on site	211.20	0.00	211.20	231.00	0.00	231.00	9.38%
100+ mobile homes on site	254.90	0.00	254.90	278.90	0.00	278.90	9.42%
Fee to Transfer or Amend Mobile Home Site Licence							
Transfer or amend mobile home site licence	132.60	0.00	132.60	145.10	0.00	145.10	9.43%
Fee for the Deposit of Mobile Home Site Rules							
Deposit of mobile home site rules	186.90	0.00	186.90	204.50	0.00	204.50	9.42%
Smoke and Carbon Monoxide Regulations 2015							
Fine level progresses to maximum fine permitted (1st offence £1,500, 2nd £2,500, 3rd £5,000)							
Penalty charge for non-compliance of Smoke or CO Alarm Regulations	5000.00	0.00	5,000.00	5000.00	0.00	5,000.00	0.00%
The Redress Scheme for Lettings Agency Work & Management Work Order 2014							
Fine level progresses to maximum fine permitted (1st offence £2,500, 2nd £5,000)							
Penalty charge for non-compliance of Redress Scheme for Letting Agents Order	5000.00	0.00	5,000.00	5000.00	0.00	5,000.00	0.00%
Non-Compliance with Minimum Energy Standards in Private Rented Properties							
Breaching the ban on letting a property with an F or G rating for less than 3 months							
(Statutory Maximum £2,000)							
First offence £1,000 (or £750 if paid within 21 days)	1000.00	0.00	1,000.00	1000.00	0.00	1,000.00	0.00%
All other offences £2,000 (or £1,500 if paid within 21 days)	2000.00	0.00	2,000.00	2000.00	0.00	2,000.00	0.00%
Breaching the ban on letting a property with an F or G rating for more than three months							
(Statutory Maximum £4,000)							
First offence £2,000 (or £1,500 if paid within 21 days)	2000.00	0.00	2,000.00	2000.00	0.00	2,000.00	0.00%
All other offences £4,000 (or £3,000 if paid within 21 days)	4000.00	0.00	4,000.00	4000.00	0.00	4,000.00	0.00%
Registering false or misleading information on the Private Rented Sector Exemptions Register							
(Statutory Maximum £1,000)							
First offence £500 (or £375 if paid within 21 days)	500.00	0.00	500.00	500.00	0.00	500.00	0.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
All other offences £2,000 (or £1,500 if paid within 21 days)	2000.00	0.00	2,000.00	2000.00	0.00	2,000.00	0.00%
Failing to provide information to the council demanded by a Compliance Notice (Statutory Maximum £2,000)							
First offence £1,000 (or £750 if paid within 21 days)	1000.00	0.00	1,000.00	1000.00	0.00	1,000.00	0.00%
All other offences £2,000 (or £1,500 if paid within 21 days)	2000.00	0.00	2,000.00	2000.00	0.00	2,000.00	0.00%
Planning (F Churchill)							
Planning Fees	The full details of current Planning fees can be found on						
Environmental Health (T Beattie)							
Public Health Control of Diseases Act 1984							
Various Fixed Penalty Notices (FPN's) issues under the Coronavirus legislation							
Pollution Prevention Control (PPC)							
A2 Process Application Fees							
A2 New application	3363.00	0.00	3,363.00	3363.00	0.00	3,363.00	0.00%
Additional fee for operating without a permit (A2 and Standard Part B)	1188.00	0.00	1,188.00	1188.00	0.00	1,188.00	0.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
A2 Process Subsistence Fees							
A2 Low	1447.00	0.00	1,447.00	1447.00	0.00	1,447.00	0.00%
A2 Medium	1610.00	0.00	1,610.00	1610.00	0.00	1,610.00	0.00%
A2 High	1747.00	0.00	1,747.00	1747.00	0.00	1,747.00	0.00%
A2 Low (E-PRTR)	1551.00	0.00	1,551.00	1551.00	0.00	1,551.00	0.00%
A2 Medium (E-PRTR)	1715.00	0.00	1,715.00	1715.00	0.00	1,715.00	0.00%
A3 High (E-PRTR)	2438.00	0.00	2,438.00	2438.00	0.00	2,438.00	0.00%
Part B Process Application Fees							
Part B (Standard Process)	1650.00	0.00	1,650.00	1650.00	0.00	1,650.00	0.00%
Part B Standard Process Subsistence Fees							
Part B Subsistence low	772.00	0.00	772.00	772.00	0.00	772.00	0.00%
Part B Subsistence medium	1161.00	0.00	1,161.00	1161.00	0.00	1,161.00	0.00%
Part B Subsistence high	1747.00	0.00	1,747.00	1747.00	0.00	1,747.00	0.00%
Part B Reduced Fee Application Fees (including car re-sprayers)							
Reduced fee application fee	362.00	0.00	362.00	362.00	0.00	362.00	0.00%
Part B Reduced Fee Subsistence Fees (including car re-sprayers)							
Reduced fee subsistence low	228.00	0.00	228.00	228.00	0.00	228.00	0.00%
Reduced fee subsistence medium	365.00	0.00	365.00	365.00	0.00	365.00	0.00%
Reduced fee subsistence high	548.00	0.00	548.00	548.00	0.00	548.00	0.00%
Petrol Vapour Recovery I and Dry Cleaners Application Fees							
PVR I & DC New Application	155.00	0.00	155.00	155.00	0.00	155.00	0.00%
Petrol Vapour Recovery I and Dry Cleaners Subsistence Fees							
PVR I and DC subsistence fees low	79.00	0.00	79.00	79.00	0.00	79.00	0.00%
PVR I and DC subsistence fees medium	158.00	0.00	158.00	158.00	0.00	158.00	0.00%
PVR I and DC subsistence fees high	237.00	0.00	237.00	237.00	0.00	237.00	0.00%
Petrol Vapour Recovery I & II Combined Application Fees							
PVR I & II Application Fees	257.00	0.00	257.00	257.00	0.00	257.00	0.00%
Petrol Vapour Recovery I & II Combined Subsistence Fees							
PVR I & II Subsistence low	113.00	0.00	113.00	113.00	0.00	113.00	0.00%
PVR I & II Subsistence medium	226.00	0.00	226.00	226.00	0.00	226.00	0.00%
PVR I & II Subsistence high	341.00	0.00	341.00	341.00	0.00	341.00	0.00%
Part B Mobile Concrete Crusher Plant – Application Fee per Number of Permits							
1 – 2	1650.00	0.00	1,650.00	1650.00	0.00	1,650.00	0.00%
3 – 7	985.00	0.00	985.00	985.00	0.00	985.00	0.00%
8 or more	498.00	0.00	498.00	498.00	0.00	498.00	0.00%
Part B Mobile Concrete Crusher Plant – Subsistence Fee per Number of Permits							
1 – 2 Low	626.00	0.00	626.00	626.00	0.00	626.00	0.00%
1 – 2 Medium	1034.00	0.00	1,034.00	1034.00	0.00	1,034.00	0.00%
1 – 2 High	1551.00	0.00	1,551.00	1551.00	0.00	1,551.00	0.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
3 – 7 Low	385.00	0.00	385.00	385.00	0.00	385.00	0.00%
3 – 7 Medium	617.00	0.00	617.00	617.00	0.00	617.00	0.00%
3 – 7 High	924.00	0.00	924.00	924.00	0.00	924.00	0.00%
8 or over Low	198.00	0.00	198.00	198.00	0.00	198.00	0.00%
8 or over Medium	316.00	0.00	316.00	316.00	0.00	316.00	0.00%
8 or over High	473.00	0.00	473.00	473.00	0.00	473.00	0.00%
Late Payment of Subsistence Fee							
All Permits	52.00	0.00	52.00	52.00	0.00	52.00	0.00%
Operating without a Permit Fee							
Reduced Fee Activities	71.00	0.00	71.00	71.00	0.00	71.00	0.00%
Standard Part B and A2	1188.00	0.00	1,188.00	1188.00	0.00	1,188.00	0.00%
Electoral Services (D Clifford)							
Purchase of Electoral Register							
Full Register and the Notices of Alteration							
Hard copies (standard charge) plus charge (a) below	10.00	0.00	10.00	10.00	0.00	10.00	0.00%
(a) charge for each 1,000 entries	5.00	0.00	5.00	5.00	0.00	5.00	0.00%
Data format (standard charge) plus charge (b) below	20.00	0.00	20.00	20.00	0.00	20.00	0.00%
(b) charge for each 1,000 entries	1.50	0.00	1.50	1.50	0.00	1.50	0.00%
List of Overseas Electors							
Hard copies (standard charge) plus charge (c) below	10.00	0.00	10.00	10.00	0.00	10.00	0.00%
(c) charge per 100 entries	5.00	0.00	5.00	5.00	0.00	5.00	0.00%
Data format (standard charge) plus charge (d) below	20.00	0.00	20.00	20.00	0.00	20.00	0.00%
(d) charge per 100 entries	1.50	0.00	1.50	1.50	0.00	1.50	0.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Open (Edited) Register							
<i>(Available for purchase by anyone)</i>							
Hard copies (standard charge) plus charge (e) below	10.00	0.00	10.00	10.00	0.00	10.00	0.00%
(e) charge per 1,000 entries	5.00	0.00	5.00	5.00	0.00	5.00	0.00%
Data format (standard charge) plus charge (f) below	20.00	0.00	20.00	20.00	0.00	20.00	0.00%
(f) charge per 1,000 entries	1.50	0.00	1.50	1.50	0.00	1.50	0.00%
Marked Polling Station and Absent Voter Registers							
Hard copies (standard charge) plus charge (g) below	10.00	0.00	10.00	10.00	0.00	10.00	0.00%
(g) charge per 1,000 entries	2.00	0.00	2.00	2.00	0.00	2.00	0.00%
Data format (standard charge) plus charge (h) below	10.00	0.00	10.00	10.00	0.00	10.00	0.00%
(h) charge per 1,000 entries	1.00	0.00	1.00	1.00	0.00	1.00	0.00%
Housing and Community Services (S Curtis)							
Liquor Licensing							
Main Application Fees for Premises and Personal Liquor Licensing							
Rateable Value B and A	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Rateable Value B and B	190.00	0.00	190.00	190.00	0.00	190.00	0.00%
Rateable Value B and C	315.00	0.00	315.00	315.00	0.00	315.00	0.00%
Rateable Value B and D	450.00	0.00	450.00	450.00	0.00	450.00	0.00%
Rateable Value B and E	635.00	0.00	635.00	635.00	0.00	635.00	0.00%
Main Annual Charge for Premises and Personal Liquor Licensing							
Rateable Value B and A	70.00	0.00	70.00	70.00	0.00	70.00	0.00%
Rateable Value B and B	180.00	0.00	180.00	180.00	0.00	180.00	0.00%
Rateable Value B and C	295.00	0.00	295.00	295.00	0.00	295.00	0.00%
Rateable Value B and D	320.00	0.00	320.00	320.00	0.00	320.00	0.00%
Rateable Value B and E	350.00	0.00	350.00	350.00	0.00	350.00	0.00%
Personal licence for alcohol	37.00	0.00	37.00	37.00	0.00	37.00	0.00%
Personal licence change	10.50	0.00	10.50	10.50	0.00	10.50	0.00%
Premises licence change	23.00	0.00	23.00	23.00	0.00	23.00	0.00%
Transfers	23.00	0.00	23.00	23.00	0.00	23.00	0.00%
Temporary events	21.00	0.00	21.00	21.00	0.00	21.00	0.00%
Register of interests	21.00	0.00	21.00	21.00	0.00	21.00	0.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Licensed Premises Gaming Machine Permit							
Grant	150.00	0.00	150.00	150.00	0.00	150.00	0.00%
Existing operator grant	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Variation	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Transfer	25.00	0.00	25.00	25.00	0.00	25.00	0.00%
Annual fee	50.00	0.00	50.00	50.00	0.00	50.00	0.00%
Change of name	25.00	0.00	25.00	25.00	0.00	25.00	0.00%
Copy of permit	15.00	0.00	15.00	15.00	0.00	15.00	0.00%
Licenses Premises Automatic Notification Process							
On notification	50.00	0.00	50.00	50.00	0.00	50.00	0.00%
Club Gaming Permits							
Grant	200.00	0.00	200.00	200.00	0.00	200.00	0.00%
Grant (Club Premises Certificate holder)	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Existing Operator Grant	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Variation	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Renewal fee	200.00	0.00	200.00	200.00	0.00	200.00	0.00%
Renewal (Club Premises Certificate Holder)	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Annual Fee	50.00	0.00	50.00	50.00	0.00	50.00	0.00%
Copy of permit	15.00	0.00	15.00	15.00	0.00	15.00	0.00%
Club Machine Permits							
Grant	200.00	0.00	200.00	200.00	0.00	200.00	0.00%
Grant (Club Premises Certificate holder)	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Existing Operator Grant	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Variation	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Renewal fee	200.00	0.00	200.00	200.00	0.00	200.00	0.00%
Renewal (Club Premises Certificate Holder)	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Annual Fee	50.00	0.00	50.00	50.00	0.00	50.00	0.00%
Copy of permit	15.00	0.00	15.00	15.00	0.00	15.00	0.00%
Family Entertainment Centre Gaming Machine Permits							
Application fee	300.00	0.00	300.00	300.00	0.00	300.00	0.00%
Renewal fee	300.00	0.00	300.00	300.00	0.00	300.00	0.00%
Transitional application fee	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Change of name	25.00	0.00	25.00	25.00	0.00	25.00	0.00%
Copy of permit	15.00	0.00	15.00	15.00	0.00	15.00	0.00%

Fees Charges 2023/24 (Agreed by Council 22 February 2023)

	2022/23			2023/24			Increase
	Charge	VAT 20%	Total Charge	Charge	VAT 20%	Total Charge	
	£	£	£	£	£	£	
Prize Gaming Permits							
Grant	300.00	0.00	300.00	300.00	0.00	300.00	0.00%
Renewal	300.00	0.00	300.00	300.00	0.00	300.00	0.00%
Existing Operator Grant	100.00	0.00	100.00	100.00	0.00	100.00	0.00%
Change of name	25.00	0.00	25.00	25.00	0.00	25.00	0.00%
Copy of permit	15.00	0.00	15.00	15.00	0.00	15.00	0.00%
Annual Fee	20.00	0.00	20.00	20.00	0.00	20.00	0.00%
Small Lottery Registration							
Grant	40.00	0.00	40.00	40.00	0.00	40.00	0.00%
Annual Fee	20.00	0.00	20.00	20.00	0.00	20.00	0.00%
Environment & Leisure (M Cassell)							
Civil Parking Enforcement - Penalty Charge Notices (rate depends on offence)							
Lower Penalty System							
Up to 14 Days	25.00	0.00	25.00	25.00	0.00	25.00	
14 days to 56 days	50.00	0.00	50.00	50.00	0.00	50.00	
57 days to 70 days	75.00	0.00	75.00	75.00	0.00	75.00	
After 70 days	82.00	0.00	82.00	82.00	0.00	82.00	
Higher Penalty System							
Up to 14 days	35.00	0.00	35.00	35.00	0.00	35.00	
14 days to 56 days	70.00	0.00	70.00	70.00	0.00	70.00	
57 days to 70 days	105.00	0.00	105.00	105.00	0.00	105.00	
After 70 days	112.00	0.00	112.00	112.00	0.00	112.00	
Environmental Fixed Penalty Notices							
Anti Idling (failure to turn off engine once requested to do so)	20.00	0.00	20.00	20.00	0.00	20.00	
Abandoning a vehicle	200.00	0.00	200.00	200.00	0.00	200.00	
Repairing vehicles on a road (or) exposing vehicles for sale on a road	100.00	0.00	100.00	100.00	0.00	100.00	
Smoking in a smoke free premises or vehicle	50.00	0.00	50.00	50.00	0.00	50.00	
Failure to display no smoking signs in smoke free premises or vehicle	200.00	0.00	200.00	200.00	0.00	200.00	
Smoking in an enclosed vehicle carrying a person under 18	50.00	0.00	50.00	50.00	0.00	50.00	
¹ Increases to £40 if not paid within 28 days							
² Reduced to £30.00 if paid within 15 days							
³ Reduced to £150.00 if paid within 15 days							