



Hinckley & Bosworth  
Borough Council

# Scale of fees and charges



2025 / 2026

Operative from 1 April 2025

## Scale of fees and charges 2025/26

### Contents

	Page
VAT liability	1
.....	
Cemeteries	2
.....	
Green spaces and events	3
.....	
Allotments	4
.....	
Licences	5
.....	
Car Parks	8
.....	
Environmental health	9
.....	
Neighbourhood wardens	11
.....	
Leisure centre	11
.....	
Markets	12
.....	
Rival Markets	13
.....	
Industrial estates	13
.....	
Miscellaneous	13
.....	
Pre-planning advice	13
.....	
Housing	14
.....	
Strategic planning – publications	16
.....	
Corporate services - register of electors, reprographic charges	18
.....	
Legal - miscellaneous agreements	18
.....	
Refuse collection	20
.....	
Planning fees	21
.....	

## Scale of Fees and Charges 2025/26

***The figures quoted in the Fees and Charges book are shown GROSS, i.e. including VAT where VAT is chargeable.***

### **VAT LIABILITY**

The Council's Fees and Charges booklet incorporates a guide to identify the VAT liability for individual charges and most day to day queries can be resolved by reference to the relevant sections.

If any unusual or complex queries arise they should be referred to the Accountancy Section, Extension 5609 who will help.

As VAT regulations are continually changing the book will be updated and revised accordingly.

There are three rates of VAT depending on the goods or services provided:

- Standard rate 20.0%
- Reduced rate (e.g. domestic fuel and power) 5%
- Zero rate 0%

(The standard rate of VAT rose from 17½% to 20% on 4<sup>th</sup> January 2011)

There are also some goods and services that are:

- exempt from VAT, or
- outside the UK VAT system altogether (e.g. fees that are fixed by law, known as 'statutory fees')

Where the supply of goods or services is not subject to VAT, the VAT liability will either be exempt or non-business. Supplies which are zero rated are still taxable supplies but no VAT is due. Non-business activities are those for which Public Authorities have a statutory duty or are enshrined in legislation. Exempt supplies are those which are specifically exempt from VAT by statute. Though no VAT charge arises from either categorisation, it is still important to identify correctly the type of liability involved in order to meet statutory requirements.

Category	VAT	2025/26 £	% inc
<b>Cemeteries</b>			
<b>Interments - Including natural burials</b>			
Of the body of a child up to the age of 18 yrs inclusive.	NB	No charge	-
<b>Note:-</b> Interment of the body of a child up to 18 years of age is free into a single depth grave. Where interments are required at double depth or below then single depth interment charges for over 18's will apply			
Of the body of a person whose age exceeded 18 yrs. (Inc. caskets and brick graves)			
Single depth grave	NB	580.00	2.65%
Double depth	NB	665.00	2.31%
Triple depth grave	NB	770.00	2.67%
Existing Brick Grave (Turf & soil removal)	NB	125.00	4.17%
Of a cremated remains in a grave			
Casket depth / ashes scattered under turf	NB	175.00	1.74%
Scattering of cremated remains in the Garden of Rest	NB	130.00	0.00%
Sexton led interment - no funeral director (in addition to above charges)	NB	45.00	2.27%
<b>Note:-</b> If residents outside special expense area = double fees. Except for residents who had lived within the area for at least 25 years, but who lived outside the area for health care or welfare reasons for no longer than 10 years immediately prior to their death. Or, where available, work in the cemeteries on Saturdays or Sundays will attract double fees			
<b>Exclusive rights of burial for 70 years</b>			
Casket plot 150 x 90cm (5'x3') (up to 2 caskets/ashes interment)	NB	410.00	2.50%
Casket plot 240 x 120cm (8'x 4') (Section J only, up to 4 caskets/ashes interment)	NB	780.00	2.09%
Grave plot of a child up to the age of 18yrs (appropriate plot size) special expense area	NB	No charge	-
Grave plot of a child up to the age of 18yrs (appropriate plot size) outside special expense area, but within borough	NB	260.00	1.96%
Grave plot of a child up to the age of 18yrs (appropriate plot size) outside of the borough (double fees)	NB	520.00	1.96%
<b>Note:-</b> should parents opt for a grave size greater than the size of the coffin then normal grave purchase fees will apply (single fee for special expense area, double fees for outside the borough)			
Grave plot 240 x 120cm (8'x4')	NB	780.00	2.09%
Reservation fee	NB	138.00	2.99%
Reassignment / Transfer of Deed (If to spouse 50% reduction)	NB	72.00	2.86%
Extension to EROB 30yrs (1/2, 70yrs fee)	NB	See above	-
<b>Note:-</b> If grave is being purchased for the interment of someone who was not resident in Hinckley then double fees apply			
<b>Rights to erect memorial on a grave plot</b>			
A memorial not exceeding 105cm wide (3' 6") and 120cm high (4')	NB	185.00	1.65%
A memorial not exceeding 50cm (1'8") high	NB	105.00	2.94%
Memorial kerb (In garden of rest - to include plaque & 2 inscriptions)	NB	150.00	3.45%
Install plaque on remembrance wall	NB	125.00	2.46%
Additional Inscriptions to memorials	NB	85.00	3.66%
<b>Note:-</b> Right to erect replacement memorials no charge			

Category	VAT	2025/26 £	% inc
<b>Other charges (incl. VAT)</b>			
Entries in book of remembrance per line	SR	48.00	2.13%
Exhumations	SR	POA	-
Memorial bench - subject to location availability (including single plaque & 15 years bench maintenance)	SR	1,400.00	2.94%
Memorial bench plaque to HBBC bench, subject to availability (bench maintenance and plaque for 15 years)	SR	350.00	2.94%
Memorial tree - subject to location availability (including free standing memorial plaque)	SR	375.00	2.74%
Search and copy per burial record (where death occurred more than 5 years before search)	SR	11.00	0.00%
Soil removal from grave side for burial	EX	145.00	3.57%

## Green spaces and events

### Professional fees

Parks and cemetery matters / staff led activities / per hour	SR	56.00	1.82%
Lost keys	SR	44.00	2.33%

### Bowls – Hollycroft Park

Season ticket - Concession*	EX	59.50	2.59%
Season ticket - Adult	EX	84.50	2.42%
Per rink / per hour - Concession*	SR	3.80	2.70%
Per rink / per hour - Adult	SR	6.65	2.31%

**Note:-** New members - first season green fees 25% discount. Part season ticket - from July onwards 50% reduction

### Tennis – Hollycroft Park

Per court per hour	SR	7.50	0.00%
Off peak rate 11.00am - 3.00pm (Monday to Friday)	SR	4.50	0.00%

### Pitch and putt – Hollycroft Park

Adult	SR	3.50	2.94%
Concession*	SR	1.85	2.78%
Equipment Hire - Hollycroft Park (for all sports equipment)	SR	10.00	0.00%

**Note:-** \*Concession - over 60, under 18 years or students in full-time education

### Hollycroft Park, Argents Mead, parks and open spaces

Hire of bandstand, parks and open spaces (commercial events) per day	EX	435.00	2.35%
Hire of bandstand (community events, registered charities, schools) per day	EX	No charge	-
Parks and open spaces (fair and circuses) per day operating	EX	387.00	0.00%
Parks and open spaces (fair and circuses) per day non-operating	EX	65.00	New
Commercial use of parks and open spaces for fitness training or dog training (annual licence fee)	EX	144.00	2.86%

#### Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Events (Pitch per day)</b>			
Catering stalls (pitch 3m x 6m)	SR	95.00	3.26%
Other stalls (pitch 3m x 6m)	SR	47.50	3.26%
Additional pitch to above (pitch 3m x 6m)	SR	23.75	0.00%
Stall community / non profit making organisations / registered charities (promotion / display only)	EX	No charge	-
Leisure activities (per item)	SR	62.00	3.33%
Licence fee, for sale of alcohol at event	SR	POA	-

#### Football and cricket pitches - Adult

Pitch per 11 matches (per season)			
Teams in the Borough pitch only	EX	280.00	1.82%
Teams in the Borough pitch with changing room	EX	560.00	2.00%
Teams outside Borough pitch only	EX	380.00	2.43%
Teams outside Borough pitch with changing room	EX	700.00	2.04%
Teams in the Borough	SR	75.00	1.35%
Teams outside Borough	SR	86.00	1.18%
Casual lettings - per match without facilities			
Teams in the Borough	SR	41.00	2.50%
Teams outside Borough	SR	53.00	1.92%
Junior - 1/2 adult fees	SR	26.50	1.92%

#### Allotments

Small plot size 0 - 100sqm	NB	26.00	4.00%
Medium plot size 101 - 200sqm	NB	36.00	2.86%
Large plot size 201 - 300sqm	NB	46.00	2.22%
Administration charge on new tenancy	NB	26.00	4.00%
Additional key charge	NB	10.00	0.00%

**Note:-** \*£5.00 reduction per plot for sites without water - \*Tenants over 60 will receive 25% discount on plot fees

#### Countryside activities

HBBC organised environmental activities - Spring / Summer (for ages 5 - 12 years)	EX	POA	-
Floral displays / Hanging baskets	SR	POA	-
Timber per 3 tonne trailer full un-split - Advice note to be issued, on how to dry wood	SR	POA	-
Delivery of timber	SR	POA	-

Above all subject to availability

#### Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Licences</b>			
<b>Taxis</b>			
Hackney carriage vehicle licence	NB	175.50	2.03%
Private hire vehicle licence	NB	175.50	2.03%
Private hire operators licence	NB	255.00	2.00%
Private or Hackney carriage drivers licence	NB	181.00	2.26%
Transfer Hackney carriage / private hire vehicle licence	NB	101.00	2.02%
<b>Hackney carriage/ private hire</b>			
Replacement driver's badge or vehicle licence	NB	22.50	2.27%
Replacement vehicle plate	NB	31.50	2.27%
Supply of list of Hackney carriage / private hire vehicle operators	NB	41.00	2.50%
New (TAXI PLATE) Wheelchair Accessible or Zero Emission Vehicle (ZEV)	NB	175.50	2.03%
New (PHV PLATE) Ultra Low Emission Vehicle (ULEV) or Hybrid Electric Vehicle (HEV)	NB	175.50	2.03%
<b>Sex establishments</b>			
Sex shop / sexual entertainment venue	NB	1,020.00	2.00%
Renewal	NB	770.00	2.67%
Variation of licence	NB	255.00	2.00%
Transfer of licence	NB	255.00	2.00%
<b>Gambling Act 2005</b>			
<b>Premises</b>			
Premises licence	NB	800.00	0.00%
Annual fee	NB	330.00	0.00%
Variation fee	NB	800.00	0.00%
Change of circumstance	NB	25.00	0.00%
Transfer of licence	NB	285.00	0.00%
Re-instatement fee	NB	285.00	0.00%
Provisional statement	NB	800.00	0.00%
Copy of licence	NB	25.00	0.00%
<b>Alcohol licensed premises gaming machine permit</b>			
New grant	NB	150.00	0.00%
Existing operator grant	NB	100.00	0.00%
Variation	NB	100.00	0.00%
Transfer of licence	NB	25.00	0.00%
Annual fee	NB	50.00	0.00%

Category	VAT	2025/26 £	% inc
<b>Alcohol licenced premises gaming machine permit cont..</b>			
Change of name	NB	25.00	0.00%
Notification of 2 machines	NB	50.00	0.00%
<b>Prize gaming permit</b>			
New grant	NB	300.00	0.00%
Renewal	NB	300.00	0.00%
Existing operator grant	NB	100.00	0.00%
Change of name	NB	25.00	0.00%
Copy of permit	NB	15.00	0.00%
<b>Unlicenced FEC gaming machine</b>			
New grant	NB	300.00	0.00%
Renewal	NB	300.00	0.00%
Existing operator grant	NB	100.00	0.00%
Change of name	NB	25.00	0.00%
Copy of permit	NB	15.00	0.00%
<b>Club gaming permits</b>			
Grant	NB	200.00	0.00%
Grant (club premises certificate holder)	NB	100.00	0.00%
Existing operator grant	NB	100.00	0.00%
Variation	NB	100.00	0.00%
Renewal	NB	200.00	0.00%
Renewal (club premises certificate holder)	NB	100.00	0.00%
Annual fee	NB	50.00	0.00%
Copy of permit	NB	15.00	0.00%
<b>Club machine permits</b>			
Grant	NB	200.00	0.00%
Grant (club premises certificate holder)	NB	100.00	0.00%
Existing operator grant	NB	100.00	0.00%
Variation	NB	100.00	0.00%
Renewal	NB	200.00	0.00%
Renewal (club premises certificate holder)	NB	100.00	0.00%
Annual fee	NB	50.00	0.00%
Copy of permit	NB	15.00	0.00%

Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated



Category		VAT	2025/26	% inc
			£	
<b>Small society lottery registration</b>				
Small society lottery registration		NB	40.00	0.00%
Small society lottery annual fee		NB	20.00	0.00%
<b>Licensing Act 2003</b>				
New premises (subject to NNDR band)	Band A	NB	100.00	0.00%
	Band B	NB	190.00	0.00%
	Band C	NB	315.00	0.00%
	Band D	NB	450.00	0.00%
	Band E	NB	635.00	0.00%
Annual fees (subject to NNDR band)	Band A	NB	70.00	0.00%
	Band B	NB	180.00	0.00%
	Band C	NB	295.00	0.00%
	Band D	NB	320.00	0.00%
	Band E	NB	350.00	0.00%
Personal license		NB	37.00	0.00%
Temporary event notices		NB	21.00	0.00%
Minor variation		NB	89.00	0.00%
Theft / loss of premises license summary		NB	10.50	0.00%
Application for provisional statement		NB	195.00	0.00%
Change of name and address		NB	10.50	0.00%
Application for license variation - specify individual as premises supervisor		NB	23.00	0.00%
Application to display mandatory alcohol condition for community premises		NB	23.00	0.00%
Application for transfer of premises license		NB	23.00	0.00%
Interim authority notice		NB	23.00	0.00%
Theft / loss of certificate of summary		NB	10.50	0.00%
Notification of change of rules / name of club		NB	10.50	0.00%
Notification of change of address of club		NB	10.50	0.00%
Theft / loss of certificate of temporary license		NB	10.50	0.00%
Theft / loss of certificate of personal license		NB	10.50	0.00%
Right of freeholder to be notified of licensing matters		NB	21.00	0.00%
<b>Animal establishments</b>				
Pet shops *		NB	256.81	0.73%
Riding establishments *		NB	315.70	0.31%
Dog breeding *		NB	209.85	0.62%
Keeping or training animals for exhibition		NB	258.68	0.63%
Boarding for cats and dogs		NB	154.95	1.13%
Reassessment of star rating		NB	117.82	0.90%
Variation of licence		NB	117.82	1.98%

Category	VAT	2025/26 £	% inc
<b>Animal establishments cont..</b>			
Multiple Activities - For those applicants who carry on more than one of the above licence activities, the full licence application fee will be payable for the highest application, plus £41.72 per additional licensable activity	NB	50.93	0.14%
Dangerous wild animals 2 yr. licence *	NB	163.20	2.00%
Zoos *	NB	765.00	2.00%
<b>Note:-</b> * Plus vet's fees where applicable			
<b>Registration</b>			
Skin pierces (1 off reg. fee) - Person	NB	102.00	2.00%
Skin pierces (1 off reg. fee) - Premises	NB	144.85	2.01%
Cosmetic skin piercing and skin colouring - Person	NB	102.00	2.00%
Cosmetic skin piercing and skin colouring - Premises	NB	144.85	2.01%
Hairdressers (1 off registration fee) - Person	NB	102.00	2.00%
Hairdressers (1 off registration fee) - Premises	NB	144.85	2.01%
Hairdressers (1 off registration fee) - Reprinting of licence/ registrations	NB	22.44	2.00%
<b>Car park fees</b>			
Short stay - Up to 1 hour	SR	0.60	0.00%
Short stay - Over 1 hour and up to 2 hours	SR	1.20	0.00%
Short stay - Over 2 hours and up to 3 hours	SR	2.00	0.00%
Short stay - Over 3 hours and up to 4 hours	SR	3.00	0.00%
Short stay - Over 4 hours	SR	6.00	0.00%
Long stay - Up to 1 hour	SR	0.60	0.00%
Long stay - Up to 2 hours	SR	1.20	0.00%
Long stay - Up to 5 hours	SR	1.60	0.00%
Long stay - Over 5 hours	SR	2.50	0.00%
Castle car park - Up to 1 hour	SR	0.60	0.00%
Castle car park - Up to 2 hours	SR	1.20	0.00%
Castle car park - Up to 5 hours	SR	2.00	0.00%
Castle car park - Over 5 hours	SR	4.00	0.00%
Market Bosworth Rectory Lane car park - Up to 1 hour	SR	0.60	0.00%
Market Bosworth Rectory Lane car park - Up to 2 hours	SR	1.20	0.00%
Market Bosworth Rectory Lane car park - Up to 3 hours	SR	2.00	0.00%
Market Bosworth Rectory Lane car park - Up to 4 hours	SR	3.00	0.00%
Market Bosworth Rectory Lane car park - Over 4 hours	SR	6.00	0.00%
Season tickets (limited use) Per year from month of issue	SR	375.00	0.00%
Season tickets (limited use) Per half year from month of issue	SR	200.00	0.00%
Season tickets (limited use) Per quarter from month of issue	SR	110.00	0.00%
Season tickets (limited use) Replacement / amendment season tickets	SR	10.00	0.00%
Season tickets (limited use) Cancellation of PCN were permit incorrectly displayed	SR	10.00	0.00%
Season tickets (limited use) Per month (valid 1st day of month)	SR	40.00	0.00%

Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Car park fees cont..</b>			
Staff season ticket Per month direct debit (for full year permit only)	SR	31.25	0.00%
Season tickets (long stay plus Castle car park) Per year	SR	500.00	0.00%
Season tickets (long stay plus Castle car park) Per month for direct debit	SR	41.67	0.00%
Residents parking season ticket (restricted availability) - Long stay per year	SR	55.00	0.00%
Car park - Higher charge fines*	NB	70.00	0.00%
Car park - Lower charge fines*	NB	50.00	0.00%
Electric vehicle charging per KWH	SR	POA	-
Advertising on car park tickets – please contact 01455 255626	SR	POA	-
<b>Note:-</b> * Fines reduced by 50% for prompt payment (14 days)			

### Commercial display on car parks

Per day	EX	POA	-
---------	----	-----	---

### Environment health

#### Pest control

Domestic - Rats	SR	20.00	0.00%
Domestic - Mice	SR	63.04	2.01%
Domestic - Insects per treatment	SR	63.04	2.01%
Domestic - Insects per call-out where treatment not necessary	SR	31.52	2.01%
Domestic - Treatment of mice and insects for persons in receipt of eligible benefit	SR	31.52	2.01%
Domestic - Wasp treatment for 1 nest	SR	63.04	2.01%
Domestic - Wasp treatment per each additional nest	SR	31.52	2.01%
Domestic - Wasp treatment for 1 nest for persons in receipt of eligible benefit	SR	31.52	2.01%
Domestic - Wasp treatment per each additional nest for persons in receipt of eligible benefit	SR	15.81	2.00%
Business - Insects and rodents – labour per hour or part thereof	SR	71.71	2.01%
Business - Materials	SR	Cost + 40%	-
Business - Minimum charge	SR	97.00	2.00%
Business - Insects per call - out where treatment not necessary	SR	48.55	2.00%

#### Stray dogs

Kennelling - Per day	NB	21.62	1.98%
Kennelling - Per occurrence (statutory fee)	NB	25.00	0.00%
Microchipping - Event charges	SR	20.00	0.00%
Microchipping - Home visit	SR	51.88	2.01%

Category	VAT	2025/26 £	% inc
<b>Noise nuisance</b>			
Return of audio equipment seized	NB	210.12	2.00%
Silencing of alarms requiring warrant (any contractors costs charged in addition)	NB	367.29	7.08%
Silencing of alarms without warrant (any contractors costs to be charged in addition)	NB	209.88	7.08%
<b>Caravan sites</b>			
New licence	SR	343.04	6.12%
Transfer	SR	88.39	3.55%
Variation with inspection	SR	292.11	5.96%
Variation without inspection	SR	88.39	3.55%
<b>Other miscellaneous charges</b>			
Food hygiene courses	NB	56.10	2.00%
Food surrender - Certification fee	NB	117.30	2.00%
Food surrender - Plus transport for disposal	NB	At Cost	-
Food surrender - Food register per sheet	NB	30.60	2.00%
Food export certificate	NB	117.30	2.00%
Safer food better business pack	NB	15.30	2.00%
Safer food better business diary refill	NB	10.20	2.00%
Whole register	NB	408.00	2.00%
Confirmation certificate for immigration of food business details	NB	66.30	2.00%
Contaminated land enquiries	NB	104.94	7.08%
Register of permits / authorisations	NB	82.62	2.00%
Public register - copies of summaries	NB	34.68	2.00%
Radar keys (disabled access to toilets) - purchase price	NB	POA	-
Analysis fees - swimming pool water samples	SR	51.00	2.00%
Health and safety statement of facts	NB	£49 /Hour	2.00%
Recharge of officer time	NB	Direct Cost + 40%	-
Replacement certificates	NB	22.45	2.05%
Works in default - recovery of costs	SR	Cost	-
Works in default - administrative expenses and officer time - Hourly Rate	NB	Hourly Rate	-
<b>Private water supply charges</b>			
Commercial premises risk assessment	NB	£51/hour	-
Simple domestic sample analysis	NB	At Cost plus £22 admin fee	-

Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Clean neighbourhoods - fixed penalty notices - statutory charges</b>			
Nuisance parking	NB	100.00	0.00%
Abandoning a vehicle	NB	200.00	0.00%
Litter *	NB	400.00	0.00%
Graffiti and fly posting *	NB	400.00	0.00%
Failure to produce authority (waste transfer notes)	NB	300.00	0.00%
Failure to furnish documentation (waste carriers licence)	NB	300.00	0.00%
Offences in relation to waste receptacles	NB	60.00	0.00%
Allowing a dog to foul in a public place	NB	50.00	0.00%
Failure to comply with a community protection notice, under the Anti-Social Behaviour, Crime and Policing Act 2014	NB	100.00	0.00%
Duty of care *	NB	400.00	0.00%
Breach of public spaces protection order, under the Anti-social Behaviour, Crime and Policing Act 2014	NB	100.00	0.00%
Fly tipping S33(1)(a) Environmental Protection Act 1990 *	NB	800.00	0.00%

Note:- \* 50% discount for payments made before 10 days on Clean neighbourhoods fixed penalty notices

### Leisure centre - (fees set by the external partner, Places Leisure Ltd)

#### Swimming

Adult		6.00	3.45%
Senior (60 Plus)		3.30	3.12%
Concession (inc. Junior Under 16, unemployed, student)		3.30	3.12%
Disabled		no charge	-
Spectator		no charge	-

#### Pool hire

Private hire – main pool (per 1 hour whole pool)		106.00	3.92%
Private hire – main pool (per 1 hour per lane)		13.30	4.31%
Private hire – community pool (per 1 hour)		62.00	3.33%

#### Fitness and health casual

Gym induction		20.70	3.50%
Gym session concession (9.00am – 5.00pm only)		5.90	3.51%
GP referral / heartsmart session		3.25	4.84%

#### Sports halls and courts

Adult badminton court		11.50	4.55%
Concession (off peak only) badminton		6.00	3.45%
Half main hall hire		53.50	1.90%
Concession (off peak only) half main hall		26.00	4.00%

#### Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Markets</b>			
<b>Market stall licenced trader</b>			
New traders to be charged half price on first stall for a period of four weeks			
Saturday zone A	EX	24.50	2.08%
Saturday zone A - Second stall	EX	18.38	2.11%
Saturday zone A - Third and all subsequent stalls	EX	12.25	2.08%
Monday zone A	EX	18.00	-7.22%
Monday zone A - Second stall	EX	13.50	-7.22%
Monday zone A - Third and all subsequent stalls	EX	9.00	-7.22%
Friday zone A	EX	20.00	3.09%
Friday zone A - Second stall	EX	15.00	3.09%
Friday zone A - Third and all subsequent stalls	EX	10.00	3.09%
Saturday zone B	EX	12.25	2.08%
Saturday zone B - Second stall	EX	9.19	2.11%
Saturday zone B - Third and all subsequent stalls	EX	6.13	2.17%
Monday zone B	EX	9.00	-7.22%
Monday zone B - Second stall	EX	6.75	-7.28%
Monday zone B - Third and all subsequent stalls	EX	4.50	-7.22%
Friday zone B	EX	10.00	3.09%
Friday zone B - Second stall	EX	7.50	3.02%
Friday zone B - Third and all subsequent stalls	EX	5.00	3.09%
<b>Market stall casual trader</b>			
Saturday zone A	EX	30.00	3.45%
Monday zone A	EX	20.00	-14.89%
Friday zone A	EX	24.00	2.13%
Saturday zone B	EX	15.00	3.45%
Monday zone B	EX	10.00	-14.89%
Friday zone B	EX	12.00	2.13%
Saturday zone C	EX	7.50	3.45%
Monday zone C	EX	5.00	-14.82%
Friday zone C	EX	6.00	2.21%
Charity stall	NB	0.00	0.00%
Friday street trading consents per pitch	NB	24.00	2.13%
Saturday bric a brac (in zone B)	EX	12.00	9.09%
Monday bric a brac (in zone B)	EX	11.00	0.00%
Friday bric a brac (in zone B)	EX	12.00	9.09%
Town centre commercial displays	SR	POA	-
Town centre large commercial displays (over 6m length over 3m width) Price per day	SR	204.00	2.00%

Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Rival markets</b>			
One day event	NB	215.00	2.38%
Two day event	NB	370.00	2.78%
Three day event	NB	430.00	2.38%
Street trading - Annual consent	NB	1,055.00	2.43%
Street trading - Daily consent	NB	109.00	2.83%
<b>Commercial rents</b>			
Rent of industrial unit	EX	POA	-
Rent unit at Greenfields site	SR	POA	-
Rent of space in Atkins Building	SR	POA	-
Rent of retail shops	EX	POA	-
<b>Miscellaneous - Copies of building regulations and planning approvals</b>			
Extensive researching of planning history of site or premises	NB	68.30	1.94%
Photocopying of other documentation - Per A4 sheet	ZR	10p + p&p	-
Photocopying of other documentation - Per A3 sheet	ZR	10p + p&p	-
<b>Other</b>			
Aerial photography	SR	POA	-
<b>Pre planning application advice</b>			
Householder pre-application advice	SR	101.00	2.02%
Major strategic development (planning performance agreement)	SR	POA	-
Major development (large residential, retail, leisure, employment) pre-application advice	SR	6,273.00	2.00%
Additional meeting and advice note	SR	1,060.00	1.92%
Major development (50-99 dwellings or 5,000 - 9,999 m2) pre-application advice	SR	4,233.00	2.00%
Additional meeting and / or advice note	SR	591.00	1.90%
Major development (10-49 dwellings or 1,000 - 4,999 m2) pre-application advice	SR	2,703.00	2.00%
Additional meeting and / or advice note	SR	591.00	1.90%
Minor development (5-9 dwellings or 500 - 999 m2) pre-application advice	SR	1,183.00	1.98%
Additional meeting and / or advice note	SR	143.00	2.14%
Minor development (1-4 dwellings, agricultural, change of use or other minor development) pre-application advice	SR	449.00	2.05%
Additional meeting and advice note	SR	143.00	2.14%
Commercial pre-application advice	SR	POA	-

#### Local land charges

The land charges service is operated by Blaby District Council on behalf of Hinckley and Bosworth Borough Council. Please contact Blaby District Council land charges department for further information or to order your land charges search.

#### Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Building control</b>			
Building regulation application charges - please ring 01455 255677			
Building control hourly rate	SR	77.10	1.98%
Written confirmation of works exempt from building regulations	NB	37.95	2.02%
Written confirmation of non-existence of building regulations record	SR	37.95	2.02%
Written confirmation of completion of work to which building regulations applied	SR	37.95	2.02%
Extensive search of building control history for site or premises (per hour)	SR	77.10	1.98%
Completion application for a closed application (reactivation of application and 1 inspection)	SR	77.10	1.98%
Additional inspections on a reactivated application (per inspection)	SR	77.10	1.98%
Building control surveyor attendance at emergency incident/enforcement (per hour)	NB	77.10	1.98%
Building control surveyor attendance at emergency incident out of hours (per hour)	NB	115.00	2.00%
Preparation and posting of documentation in relation to an emergency/enforcement incident or dangerous structure (per document)	NB	77.10	1.98%
<b>Housing</b>			
<b>Groby Community Centre</b>			
Whole building - 3 hour session	EX	54.21	1.99%
Small room - 3 hour session	EX	27.18	1.99%
Discounts			
Registered charities (must quote registration number)		70%	0.00%
Approved elderly persons' organisations		70%	0.00%
Regular users – minimum usage 1 booking per week			
Booked quarterly in advance with no cancellation permitted		10%	0.00%
<b>Letting of garages and garage plots (HRA)</b>			
Garage plots per annum - Private owners	SR	60.75	2.70%
Garage plots per annum - Council house residents if let within proximity of residence	NB	50.73	2.70%
Garages (council tenants)	NB	287.35	2.70%
Garages (non council tenants)	SR	344.92	2.70%
Garages (council tenants) not let within proximity of residence	SR	344.92	2.70%
<b>Other housing charges (HRA)</b>			
Warden assisted accommodation			
Guest room charge per night (Tom Eatough Court, Armada Court,)	SR	12.75	2.00%
Guest room charge per night (Mayflower Court, Centurion Court)	SR	20.00	60.00%

Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated



Category	VAT	2025/26 £	% inc
<b>Other housing charges (HRA) cont..</b>			
Warden assistance alarm connection			
Lifeline (weekly charge)	SR	6.27	2.00%
Lifeline for registered Disabled (weekly charge)	EX	5.25	2.00%
Central control connection (weekly charge)	SR	2.55	2.00%
Replacement lifeline pendant	SR	48.00	0.00%
Replacement lifeline pendant for registered disabled	EX	40.00	0.00%
Lifeline Falls detector (per week)	SR	2.00	0.00%
Lifeline Smoke detector (per week)	SR	1.10	0.00%
Lifeline Pillow alert (per week)	SR	1.90	0.00%
Lifeline CO2 detector (per week)	SR	2.00	0.00%
<b>Other housing charges (private sector)</b>			
Accommodation certificate	SR	173.40	2.00%
Service of housing act notices - recovery of cost	NB	POA	-
Housing - mandatory HMO licensing - recovery of cost	NB	POA	-
Supply of HMO register	NB	45.00	0.00%
HMO advisory inspection	SR	175.00	0.00%
HMO advisory inspection including written Report	SR	350.00	0.00%
Works in default - recovery of costs	SR	Cost	-
Works in default - administrative expenses and officer time	NB	Hourly rate	-
<b>Sheltered housing - service charges</b>			
Ambion Court	NB	17.45	2.65%
Ambion Court Guest Room (per night)	NB	37.00	2.64%
Hereford Way	NB	13.55	2.65%
Clarendon House	NB	17.45	2.65%
Queensway	NB	14.80	2.78%
Castle Court	NB	17.45	2.65%
Mayflower Court	NB	17.45	2.65%
Royal Court	NB	11.70	2.63%
Centurion Court	NB	17.45	2.65%
St Giles Close	NB	10.65	2.90%
Armada Court	NB	14.50	2.84%
Tom Eatough Court	NB	17.45	2.65%
<b>Bed and breakfast charges (homeless)</b>			
Households on JSA/IS (weekly charge)	SR	16.95	2.73%
Employed households (daily charge)	SR	16.95	2.73%
Each additional member of household (weekly charge)	SR	4.20	2.44%
Pets - charged at hotel nightly rate if more than weekly charge	SR	POA	-

Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Publication list</b>			
Hinckley & Bosworth local plan *	ZR	87.82	2.00%
<b>Local plan documents</b>			
Local development scheme	ZR	15.20	1.99%
Statement of community involvement	ZR	15.20	1.99%
Authority monitoring report	ZR	15.20	1.99%
Residential land availability statement	ZR	15.20	1.99%
Employment land availability monitoring statement	ZR	15.20	1.99%
Core strategy (December 2009) plus sustainability appraisal	ZR	34.27	2.00%
Core strategy inspectors report	ZR	15.20	1.99%
Site allocations and generic development control policies DPD preferred options	ZR	87.67	2.00%
Site allocations and development management policies DPD pre-submission version	ZR	87.67	2.00%
Hinckley Town Centre area action plan (March 2011) plus sustainability appraisal	ZR	33.05	1.99%
Earl Shilton and Barwell area action plan preferred option (January 2011) plus sustainability appraisal	ZR	40.70	2.01%
Earl Shilton and Barwell area action plan pre-submission version (July 2013) plus sustainability appraisal	ZR	40.70	1.88%
Earl Shilton and Barwell area action plan (September 2014) plus sustainability appraisal	ZR	40.75	2.00%
Earl Shilton and Barwell area action plan inspectors report	ZR	15.20	1.99%
Local plan review scope, issues and options consultation document (2018)	ZR	15.20	1.99%
Local plan review new directions for growth consultation document (2019)	ZR	15.20	1.99%
Sustainability appraisal scoping report (2017)	ZR	15.20	1.99%
Village design statements (various)	ZR	15.20	1.99%
Neighbourhood plans (various)	ZR	40.70	2.01%
The good design guide SPD	ZR	54.67	2.00%
Hinckley town centre public realm masterplan	ZR	54.67	2.00%
<b>Other documents</b>			
Employment land and premises study	ZR	40.75	2.00%
Leicester & Leicestershire employment land study	ZR	40.75	2.00%
Green infrastructure study	ZR	40.75	2.00%
Strategic flood risk assessment	ZR	40.75	2.00%
Biodiversity assessment	ZR	34.32	1.99%
Areas of separation review (March 2012)	ZR	26.72	1.98%
District, local and neighbourhood centre review	ZR	15.20	1.99%
Green wedge review (Hinckley urban area or Rothley Brook)	ZR	26.72	1.98%
Green wedge allocations topic paper (July 2012) assessment of new areas	ZR	26.72	1.98%
Open space study	ZR	54.62	2.00%

Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Other documents cont..</b>			
Community facilities review	ZR	26.72	1.98%
Settlement hierarchy review	ZR	26.72	1.98%
Gypsy & traveller accommodation needs assessment	ZR	26.72	1.98%
Extended phase 1 habitat survey	ZR	54.67	2.00%
Strategic housing land availability assessment	ZR	13.97	1.97%
Renewable energy capacity study	ZR	40.75	2.00%
Housing and economic development needs assessment	ZR	50.85	2.00%
Landscape character assessment and landscape sensitivity analysis	ZR	81.09	2.00%
Town and district centre study	ZR	81.09	2.00%
Strategic housing and employment land availability assessment (SHELAA)	ZR	13.92	1.98%
Car parking assessment of Hinckley town centre	ZR	38.15	2.01%
Playing pitch strategy	ZR	40.75	2.00%
Housing needs study	ZR	40.75	2.00%
Infrastructure capacity study	ZR	81.09	2.00%
Agricultural land study	ZR	40.75	2.00%
LLITM transport modelling	ZR	54.62	2.00%
Indoor sports facilities	ZR	40.75	2.00%
<b>Note:</b> - * 50% discount for local residents and voluntary organisations			
<b>Economic regeneration</b>			
Hinckley & Bosworth economic regeneration strategy (2021 - 2025)	ZR	14.90	0.00%
<b>Conservation</b>			
Conservation area appraisals (various)	ZR	14.90	0.00%
Heritage strategy and action plan	ZR	39.95	0.00%
<b>Note:</b> - All publications are subject to an additional charge for postage and packing			
<b>Street naming and numbering</b>			
Renaming/renumbering of existing property	NB	£50 each	-
Naming/numbering of one to five properties	NB	£50 each	-
Naming/numbering of more than five properties	NB	£30 each additional	-
Naming of a street	NB	175 each	-
Change to a development after notification (administration fee)	NB	60.00	-
Change to a development after notification	NB	£25 per plot	-
Street re-naming at residents request	NB	270.00	-
Written confirmation of postal address details	NB	30.00	-
Numbering of new flat complex	NB	£35 per flat	-

Category	VAT	2025/26 £	% inc
<b>Register of electors – statutory fees</b>			
Purchase of register in data format (per request)	SR	20.00	-
(per 1000 or part there of)	SR	1.50	-
Purchase of register in printed format (per request)	ZR	10.00	-
(per 1000 or part there of)	ZR	5.00	-
Purchase of the (printed) marked register per request	ZR	10.00	-
(per 1000 or part there of - data format)	ZR	1.00	-
(per 1000 or part there of - paper format)	ZR	2.00	-
<b>Reprographic charges</b>			
Photocopies for members of staff and parish councils			
A4 per sheet – black and white	SR	4p / copy	-
A4 per sheet – colour	SR	8p / copy	-
A3 per sheet – black and white	SR	9p / copy	-
A3 per sheet – colour	SR	15p / copy	-
<b>Miscellaneous</b>			
Agendas per copy - Council	ZR	12.50	-
Agendas per copy - Planning	ZR	12.50	-
Other committees	ZR	6.15	-
Photocopies of parts of reports and other documents - 1 copy A4	SR	0.12	-
Photocopies of parts of reports and other documents - 1 copy A3	SR	0.23	-
<b>Published statement of accounts</b>	ZR	£11 + p&p	-
<b>Legal services</b>			
<b>Miscellaneous agreements</b>			
Planning Agreements (Section 106 Agreements)	NB	2,312.00	2.03%
Unilateral undertaking	NB	405.00	2.01%
Variation of Planning Agreement	NB	867.00	2.00%
Preparation of lease for industrial unit / shop (includes lease renewal)	EX	350.00	2.94%
Preparation of lease for Greenfields / Atkins (incl lease renewal)	EX	350.00	2.94%
Preparation of lease for Crescent Estate	EX	405.00	2.02%
Preparation of non standard lease	EX	570.00	2.70%
Sitting out license	EX	290.00	2.11%
License to occupy	EX	290.00	2.11%
Rent Deposit Deed	EX	400.00	New
Deed of Surrender	EX	455.00	2.94%
Licence for Alterations	EX	390.00	New

Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Miscellaneous agreements cont..</b>			
Licence to assign/ underlease/ sub-let (dependent upon instruction)	EX	455.00	2.94%
Costs in relation to sale or purchase of land	EX	475.00	-
Deed of release from restrictive covenant	SR	305.00	3.39%
Adoption of open space	EX	1,000.00	-
Deed of dedication	NB	350.00	2.94%
Deed of rectification (nil charge if council in error)	SR	325.00	2.20%
Right of way (standard Deed of Easement)	NB	445.00	New
Licence authorising change of use	NB	285.00	3.45%
Grazing licences	ZR	140.00	2.94%
Deed of variation (of lease, transfer, contract etc)	SR	405.00	2.02%
JCT minor works contract	NB	200.00	61.29%
Sealing fee	NB	25.00	6.38%
Ex-Council House Right of First Refusal	NB	140.00	2.94%
Ex-Council House Retrospective Consent	NB	140.00	2.94%
Ex-Council House Postponement of charge	NB	140.00	2.94%
Ex-Council House Consent Certificate	ZR	155.00	4.73%
Leasehold Enquires - Form LPE1	SR	120.00	5.73%
Notice fee (Notice of Assignment/Mortgage)	SR	60.00	5.82%
Mortgage questionnaire	ZR	110.00	4.76%
Sealing fee for mortgages (redemption)	ZR	95.00	2.15%
<b>Charge for diversion / extinguishment of public rights of way</b>			
Stage 1 (preliminary consultation) - First Path	NB	1,200.00	20.36%
Stage 1 - Each additional path	NB	350.00	18.64%
Stage 2 (making order) - First Path	NB	450.00	12.78%
Stage 2 - Each additional path	NB	200.00	69.49%
Stage 3 (submission to secretary of state where order opposed) - First Path	NB	600.00	28.21%
Stage 3 - Each additional path	NB	200.00	69.49%
Stage 4 (confirmation of order) - First Path	NB	300.00	27.66%
Stage 4 - Each additional path	NB	150.00	114.29%
<b>Note:</b> - No payment to be made until completion of Stage 2 (or such earlier stage if the matter proceeds no further) and, thereafter, at every appropriate subsequent stage			
<b>Temporary Road Closures</b>	NB	198.30	0.00%

Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

Category	VAT	2025/26 £	% inc
<b>Refuse collection</b>			
Upholstered seating (POP's) item – up to 2 items or less	NB	40.00	6.67%
Each additional Upholstered seating item (POP's) max 5 per collection	NB	17.50	6.06%
General items (excluding POP's) - up to 3 items	NB	40.00	6.67%
Each additional general item (excluding POP's) max 5 per collection	NB	12.00	9.09%

**Note:-** Bulky item collection - 50% reduction available for those on benefits

#### Refuse collection

Garden waste collection (annual subscription per bin)	NB	47.50	11.76%
Replacement bin (lost/stolen/damaged or removed due a sec 46 EPA contravention)	NB	45.90	2.00%
1 new bin (new occupancy)	NB	29.50	2.08%
2 new bins (new occupancy)	NB	59.00	2.08%
Trade waste refuse 1100 litre wheeled bin	NB	POA	-
Trade waste refuse 660 litre wheeled bin	NB	POA	-
Trade waste refuse 240 litre wheeled bin	NB	POA	-
Trade waste recycling 1100 litre wheeled bin	NB	POA	-
Trade waste recycling 660 litre wheeled bin	NB	POA	-
Trade waste recycling 240 litre wheeled bin	NB	POA	-
Trade bag (town centre only)	NB	POA	-

#### Bin installation (additional to contract)

Bin installation	SR	POA	-
Empty additional bin (per bin per occasion)	SR	POA	-
Sweeper hire	SR	POA	-
Asbestos removal and disposal	SR	POA	-

#### The Big Bin Clear out collection service

1110 litre wheeled bin	NB	60.00	0.00%
Double service 2 x 1110 litre wheeled bins	NB	100.00	0.00%
660 litre wheeled bin	NB	50.00	0.00%
Double service 2 x 660 litre wheeled bins	NB	80.00	0.00%
1110 litre wheeled bin (Business collections)	NB	80.00	0.00%
Double service 2 x 1110 litre wheeled bins (Business collections)	NB	150.00	0.00%
660 litre wheeled bin (Business collections)	NB	70.00	0.00%
Double service 2 x 660 litre wheeled bins (Business collections)	NB	130.00	0.00%
Additional weeks hire of bin	NB	POA	-
Additional weeks hire of bins double service	NB	POA	-

**Note:-** 25% reduction available for those on benefits

#### Vat Key

EX - Exempt NB - Non Business

SR - Standard Rated ZR - Zero Rated

**Hinckley & Bosworth Borough Council**  
**Town and Country Planning Fees Applications - scale of fees**

<b>Outline Applications</b>		
£462 per 0.1 hectare for sites up to and including 0.5 hectares	Not more than 0.5 hectares	£578 per 0.1 hectare
	Between 0.5 hectares and 2.5 hectares	£624 per 0.1 hectare
	More than 2.5 hectares	£15,433 + £186 per 0.1 hectare
<b>Householders Application</b>		
Alterations/extensions to a <b>single dwellinghouse</b> , including works within boundary	Single dwellinghouse	£528
<b>Full Applications</b> (and First Submissions of Reserved Matters; or Technical Details Consent)		
Alterations/extensions to <b>two or more dwellinghouses</b> , including works within boundary	Two or more dwellinghouses (or two or more flats)	£1,043
<b>New dwellinghouses</b> (up to 10)	New dwellinghouses	£578
<b>New dwellinghouses</b> (10-50)	New dwellinghouses	£624
<b>New dwellinghouses</b> (for <i>more</i> than 50)	New dwellinghouses (more than 50)	£31,385 + £186 per additional dwelling in excess of 50 up to a maximum of £405,000
<b>Erection of buildings</b> (not dwellinghouses, agricultural, glasshouses, plant nor machinery):		
Gross floor space to be created by the development	No increase in gross floor space or no more than 40 sqm	£293
Gross floor space to be created by the development	More than 40 sqm but no more than 1,000 sqm	£578 for each 75 sqm
Gross floor space to be created by the development	More than 1,000 sqm but no more than 3,750 sqm	£624 for each 75 sqm
Gross floor space to be created by the development	More than 3,750 sqm	£31,385 + £186 per each 75 sqm above 3,750 sqm subject to a maximum of £405,000
<b>Erection of buildings</b> (on land used for agriculture for agricultural purposes)		
Gross floor space to be created by the development	Not more than 465 sqm	£120
Gross floor space to be created by the development	More than 465 sqm but not more than 540 sqm	£578
Gross floor space to be created by the development	More than 540 sqm but not more than 1,000 sqm	£578 + £578 for each 75 sqm above 540 sqm

Gross floor space to be created by the development	More than 1,000 sq m but not more than 4,215 sqm	£5,077 + £624 for each 75 sqm above 1,000 sqm
Gross floor space to be created by the development	More than 4,215 sqm	£31,385 + £186 per each 75 sqm above 4,215 sqm subject to a maximum of £405,000
<b>Erection of glasshouses</b> (on land used for the purpose of agriculture)		
Gross floor space to be created by the development	Not more than 465 sqm	£120
Gross floor space to be created by the development	More than 465 sqm but less than 1,000 sqm	£3,225
Gross floor space to be created by the development	More than 1,000 sqm	£3,483
<b>Erection/alterations/replacement of plant and machinery</b>		
Site area	Not more than 1 hectare	£578 for each 0.1 hectare (or part thereof)
Site area	Not more than 5 hectares	£624 for each 0.1 hectare (or part thereof)
Site area	More than 5 hectares	£31,385 + £186 per each 0.1 hectare above 5 hectares subject to a maximum of £405,000
<b>Applications other than Building Works</b>		
<b>Car parks, service roads or other accesses</b>	For existing uses	£293
<b>Waste</b> (Use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)		
Site area	Not more than 15 hectares	£316 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£47,161 + £186 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £105,300
<b>Operations connected with exploratory drilling for oil or natural gas</b>		
Site area	Not more than 7.5 hectares	£686 for each 0.1 hectare (or part thereof)
Site area	More than 7.5 hectares	£51,395 + £204 for each 0.1 hectare in excess of 7.5 hectares up to a maximum of £405,000
<b>Operations (other than exploratory drilling) for the winning and working of oil or natural gas</b>		
Site area	Not more than 15 hectares	£347 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£52,002 + £204 for each 0.1 hectare in excess of 15 hectares up to a maximum of £105,300
<b>Other operations (winning and working of minerals) excluding oil and natural gas</b>		
Site area	Not more than 15 hectares	£316 for each 0.1 hectare (or part thereof)
Site area	More than 15 hectares	£47,161 + £186 for each 0.1 hectare (or part thereof) in excess of 15 hectares up to a maximum of £105,300
<b>Other operations (not coming within any of the above categories)</b>		
Site area	Any site area	£293 for each 0.1 hectare (or part thereof) up to a maximum of £2,535



<b>Lawful Development Certificate</b>	
Existing use or operation	Same as Full
Existing use or operation - lawful not to comply with any condition or limitation	£293
Proposed use or operation	Half the normal planning fee
<b>Prior Approval</b>	
Agricultural and Forestry buildings & operations or demolition of buildings	£240
Communications (previously referred to as 'Telecommunications Code Systems Operators')	£578
Proposed Change of Use to State Funded School or Registered Nursery	£240
Proposed Change of Use to Agricultural Building to a State Funded School or Registered Nursery	£240
Proposed Change of Use to Agricultural Building to a flexible use within Shops, Financial and Professional service, Restaurants and Cafes, Business, Storage or Distribution, Hotel, or Assembly or Leisure	£240
Proposed Change of Use of a building from Office (Use Class B1) Use to a use falling within Use Class C3 (Dwellinghouse)	£240
Proposed Change of Use to Agricultural Building to a Dwellinghouse (Use Class C3), where there are no Associated Building Operations	£240
Proposed Change of Use to Agricultural Building to a Dwellinghouse (Use Class C3), and Associated Building Operations	£516
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a mixed Retail and Residential Use to a use falling within Use Class C3 (Dwelling house), where there are no Associated Building Operations	£240
Proposed Change of Use of a building from a Retail (Use Class A1 or A2) Use or a mixed Retail and Residential Use to a use falling within Use Class C3 (Dwellinghouse), and Associated Building Operations	£516
Notification for Prior Approval for a Change of use from Storage or Distribution Buildings (Class B8) and any land within its curtilage to Dwellinghouses (Class C3)	£240
Notification for Prior Approval for a Change of use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3)	£240
Notification for Prior Approval for a Change of use from Amusement Arcades/Centres and Casinos, (Sui Generis Uses) and any land within its curtilage to Dwellinghouses (Class C3), and Associated Building Operations	£516
Notification for Prior Approval for a Change of use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurant and Cafes (Class A3)	£240
Notification for Prior Approval for a Change of use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurant and Cafes (Class A3), and Associated Building Operations	£516
Notification for Prior Approval for a Change of use from Shops (Class A1), Financial and Professional Services (Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses) to Assembly and Leisure Uses (Class D2)	£240

<b>Prior Approval cont..</b>		
Notification for Prior Approval for a Development Consisting of the Erection or Construction of a Collection Facility within the curtilage of a Shop		£240
Notification for Prior Approval for the Temporary Use of Building or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with Use		£240
Notification for Prior Approval for the Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt		£240
<b>Reserved Matters</b>		
Application for approval of reserved matters following outline approval		£578 per dwelling up to 10 dwellings, £624 per dwelling for more than 10 but less than 50 dwellings, £30,860 + £186 for each dwelling in excess of 50 for 50+ dwellings, subject to a maximum of £405,000
<b>Approval/Variation/discharge of condition</b>		
Application for removal or variation of a condition following grant of planning permission		(a) if the application is a householder application + £86; (b) if the application is an application for major development = £2,000; (c) in any other case = £586
Request for confirmation that one or more planning conditions have been complied with		£86 per request for Householders otherwise £298 per request
<b>Change of Use of a building to use as one or more separate dwellinghouses, or other cases</b>		
Number of dwellinghouses	Less than 10	£578 for each
Number of dwellinghouses	Not more than 50	£624 for each
Number of dwellinghouses	More than 50 dwellinghouses	£31,385 + £186 for each dwelling in excess of 50, subject to a maximum of £405,000
<b>Other Changes of Use of a building or land</b>		£578
<b>Advertising</b>		
Relating to the business on the premises		£165
Advance signs which are not situate on or visible from the site, directing the public to a business		£165
Other Advertisements		£462
<b>Application for a Non-material Amendment Following a Grant of Planning Permission</b>		
Applications in respect of householder developments		£43
Applications in respect of other developments		£293
<b>Application for Permission in Principle (valid from 1 June 2018)</b>		
Site area		£503 for each 0.1 hectare (or part thereof)
<b>Concessions</b>		
<b>Please note:</b> Not all concessions are valid for all applications types. Upon receipt of your application, the local authority will check the fee is correct and if the concession is applicable.		

<b>Exemptions from payment</b>
An application solely for the alteration or extension of an existing dwellinghouse; or works in the curtilage of an existing dwellinghouse (other than the erection of a dwellinghouse) for the purpose of providing:
*Means of access to or within it for a disabled person who resides in it, or is proposing to take up residence in it;or
*Facilities designed to secure that person's greater safety, health or comfort
An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted
Listed Building Consent
Planning permission for relevant demolition in a Conservation Area
Works to trees covered by a Tree Preservation Order or in a Conservation Area Hedgerow Removal
If the application is the first revision of an application for development of the same character or description on the same site by the same applicant:
When the giving notice of a decision on the earlier valid application expired
If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same development would be exempt from the need to pay a planning fee under any other planning fee regulation
If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) or where the application is made following refusal of consent for display of an advertisement, and where the application is made by or on behalf of the same person
If the application for consent to display an advertisement which results from a direction under Regulation 7 of the 2007 Regulations, dis-applying deemed consent under Regulation 6 to the advertisement in question
If the application is for alternative proposals for the same site by the same applicant, in order to benefit from the permitted development right in Schedule 2 Part 3 Class V of the Town and Country Planning (General Permitted Development) Order 2015 (as amended)
<b>Please note:</b> Not all concessions are valid for all applications types. Upon receipt of your application, the local authority will check the fee is correct and if the concession is applicable
If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant demolition in a Conservation Area
If the application is for a Certificate of Lawfulness of Proposed Works to a listed building
Prior Approval for a Proposed Larger Home Extension
<b>Reduction to payments</b>
If the application is being made on behalf of a non-profit making sports club for works for playing fields not involving buildings then the fee is £578
If the application is being made on behalf of a parish or community council then the fee is 50%
If the application is an alternative proposal being submitted on the same site by the same applicant on the same day, where this application is of lesser cost then the fee is 50%
In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £578
If the application is for a Lawful Development Certificate for a Proposed use or development, then the fee is 50%
If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for the highest fee plus half the sum of the others
Where an application crosses one or more local or district planning authorities, the Planning Portal fee calculator will only calculate a cross boundary application fee as 150% of the fee that would have been payable if there had only been one application to a single authority covering the entire site
If the fee for the divided site is smaller when the sum of the fees payable for each part of the site are calculated separately, you will need to contact the lead local authority to discuss the fee for this divided site
The fee should go to the authority that contains the larger part of the application site