



Portfolio Holder Report

The Portfolio Holder will make a decision on this item after seven days have elapsed (including the date of publication).

Report of:	Portfolio Holder	Date of Publication
Michael Ryan, Corporate Director of People and Places, Philippa Davies, Corporate Director of Resources	Cllr Alan Vincent, Resources Portfolio Holder, Cllr Gordon McCann, Economy Portfolio Holder, Cllr Peter Murphy, Street Scene Portfolio Holder, Cllr Roger Berry, Neighbourhood Services Portfolio Holder, Cllr Lynne Bowen, Leisure and Culture Portfolio Holder	26 November 2013

REVIEW OF FEES AND CHARGES 2014/15

1. Purpose of Report

1.1 To confirm the proposed fees and charges for the 2014/15 financial year.

2. Outcomes

2.1 Increase in income generation to support the Council's Budget.

2.2 Continual improvement of service provision.

3. Recommendation/s

3.1 That the proposed fees and charges as set out in Appendix 1 for the financial year 2014/15 are approved

4. Background

4.1 The Cabinet last formally considered its charging policy, as part of the Medium Term Financial Plan, at its meeting on 11 September 2013.

4.2 In September 1999 the Audit Commission published "The Price Is Right" which advised Councils to focus attention on charges and addresses the following issues:

- Establish clear principles for charging;
- Integrating charging into service management and forge links with corporate objectives;
- Set clear objectives and targets to qualify success in charging e.g. what level of surplus is required or what level of take-up are we hoping to achieve;
- Build an understanding of users and markets;
- Improve decision making by taking into account the likely impact of changes to charges; and
- Innovate via imaginative use of charging structures.

4.3 More recently, in January 2008, the Audit Commission published a further report entitled “Positively Charged”, which identified how different councils’ use their powers to charge for services and draws conclusions that support their earlier publication in that:

- Charging for local services makes a significant contribution to council finances and for district councils charges make the greatest contribution to service delivery;
- Councils use charges to influence individuals’ choices and to bring benefits to local communities. Charges can be set to encourage or discourage people to use services and through concessions to pursue local objectives; and
- Councils need to understand better the likely impact of charges on users and on patterns of service use.

4.4 The report recommends, amongst other things, that where there is a subsidy to provide a service, this is transparent as part of the decision making process; that service managers should be aware of both users and non-users of the service being charged for; to engage services users and taxpayers more in decisions about charging levels and that there should be regular debate on charges and charging policy.

4.5 A new briefing entitled ‘Income from Charging’ has been issued by the Audit Commission in September 2013 which uses data from the value for money profiles and presents a high level analysis of councils’ income from charging and the contribution it makes to service spending and allows comparisons to other councils of the same type and changes over time. Further analysis of the data may be the subject of the next value for money review undertaken as part of the Overview and Scrutiny work programme 2014/15.

4.6 The level of income generated by fees and charges, and in particular projected increases which the Council can influence, forms a key part of the Council’s financial planning and is therefore reflected in the Medium Term Financial Plan.

5. Key Issues and Proposals

5.1 Economy Portfolio

The three main service areas within the Economy Portfolio that generate substantial levels of fee income are Planning, Building Control and

Fleetwood Market.

5.1.1 Development Control

The fees for submitting planning applications required by Legislation are set nationally and it is not expected that the statutory fees which came into force 22 November 2012 will change in the near future.

Some discretionary charges are levied generating relatively minor levels of income but the majority of this discretionary income relates to pre-application discussions. It is proposed to delete the fee for the supply of non-standard data under both Development Control and Policy and Conservation as the type of information requested is available at no charge in accordance with the Freedom of Information Act.

5.1.2 Building Control

Following a recent benchmarking exercise, it is proposed to include several new supplementary charges including an administration fee for withdrawing an application and a charge for reopening archived applications. The fee for the supply of non-standard data has been reduced from £65 to £60 to align with the new charges. It is also proposed to remove the charge for faxed copies and list of decisions as these services are no longer used. The remaining fees are set in accordance with the Building Regulations Act 2010 allowing authorities to fix their own charges based on full cost recovery. The Head of Built Environment has the delegated authority to amend fees as necessary.

5.1.3 Markets

A new charge has been included with effect from 7th October 2013 at Poulton Market for additional frontage and this will be charged at £3 per metre. The charge followed a recent audit report which highlighted the need to regularise the current charging policy. The authority to deal with all tenancy matters where the annual market rent is less than £15,000 pa and the period of the licence or tenancy does not exceed 30 years is delegated to the Head of Built Environment.

No increase is proposed in respect of the charge for the use of the outside market or the admin fees for new leases', change of use or assignment.

5.2 **Leisure and Culture Portfolio**

The main service within the Leisure and Culture portfolio that generates a substantial level of fee income is Cemeteries. This portfolio also includes fee income from outside recreation areas, parks and theatres.

5.2.1 Cemeteries

The majority of fees have been increased by approximately 1% having considered the fees charged by neighbouring authorities.

There has been no increase proposed for Vaults or Walled graves and the use of the Cemetery chapel at Poulton as comparative data especially for the use of local chapels and churches implies that we are already one of the higher chargers. Vaults and walled graves (brick lined space underground) are rarely requested and the fee is considered to be at such a level that it is sufficient to meet our costs. The cemetery

service in 2012/13 excluding notional charges, cost £7,393 net of fees and charges, almost achieving a break even position.

5.2.2 Marine Hall and Thornton Little Theatre

Increases at Thornton Little Theatre of between 5% and 10% are not expected to adversely affect bookings as there has been no venue hire increases at Thornton Little Theatre in the last 2 years.

It is not proposed to increase the majority of fees and charges at the Marine Hall in order to encourage increased use of the facility and a reduction in the subsidy which for 2012/13 excluding notional charges was £391,000.

5.2.3 Leisure Centres (including pools)

Income from the Councils leisure centres is retained by the contractor and fees and charges are determined by the YMCA Board (with involvement from the Council) in December.

5.2.4 Countryside

There are no increases proposed although it is suggested that a new rate for school visits for half days is introduced at £2.

5.2.5 Wyre Estuary Country Park

Again, there are no increases proposed although it is suggested that a new rate for school visits for half days is introduced at £2.

5.2.6 Marsh Mill

No increases are proposed to the minimal fees currently being levied with a CPI increase only equating to between 5p and 10p.

5.2.7 Outdoor Amenities

There is no proposed increase in outdoor amenity charges pending a full review of bowling charges scheduled for 2014/15. This was originally expected to be completed by March 2013 and has been delayed pending the estates review of bowling pavilions and associated leases.

5.2.8 Leisure Development

An increase of approximately 10% on the hire of playing fields is proposed.

5.2.9 Garstang Community Facilities

There is no increase proposed pending the outcome of the current discussions regarding the long term future of the building.

5.3 **Neighbourhood Services Portfolio**

The main service within the Neighbourhood Services portfolio that generates a substantial level of fee income is car parking. This portfolio also includes income from Renovation Grants, Licensing, Pest Control, Food Safety and Pollution Prevention.

5.3.1 Car Parking

Any increase in fees and charges will be subject to the recommendations of the Car Park Strategy which will be considered by Cabinet at their meeting 15th January 2014.

5.3.2 Licensing

Amendments to fees and charges for licensing are the responsibility of the Licensing Committee and will be considered later this year. However following a query raised by the Budget Task Group, charges for boat and boat master's licences have been removed from the fees and charges schedule. Due to a change in licensing procedures and the fact that the Maritime and Coastguard Agency now issue pleasure craft licences the limitations are such that we are highly unlikely to ever get a boat master or pleasure boat application.

5.3.3 Housing

It is proposed to increase charges by September CPI (2.7%) other than the 12% professional and technical charge regarding Disabled Facility Grants and the charge for the Handyperson service which would remain at £10.

5.3.4 Pest Control

It is proposed to increase fees by Sept CPI (2.7%) with the future intention being to align fees and charges with those levied by Fylde. The feral bird culling service is no longer offered by the council and the associated fee has therefore been removed. The public health benefits of operating the pest control service at a slight subsidy have previously been recognised. The cost to the Council (excluding support service costs) for 2012/13 was £11,953.

5.3.5 Commercial Safety Services

Other than the admin fee for private water supply sampling which remains at £50, the fees have been increased by Sept CPI (2.7%).

5.4 Resources Portfolio

5.4.1 Legal Fees

A number of legal fees have been documented for the first time reflecting the nature of the work performed by the team. Legal Fees for 2012/13 generated income of £20,637.

5.4.2 Land Charges

The determination of fees and charges for Local Land charges is delegated to the Corporate Director of Resources with any changes being effective from 1st April 2014.

5.4.3 Civic Centre Room Hire

It is proposed to increase the room hire charges by 5% with civil ceremonies being increased by 6.5%.

5.4.4 Miscellaneous

There are no amendments proposed with very little income being received as a result of these charges.

5.5 **Street Scene Portfolio**

The main services within the Street Scene portfolio are public conveniences, bulky domestic waste and the dog warden service.

5.5.1 Public Conveniences

No changes to the existing fee of 20p are proposed.

5.5.2 Bulky Domestic Waste

The Council entered into a contract with Furniture Matters in partnership with Blackpool (Bulky Matters) 18th July 2011 and collects on average from 126 properties per month. The service is subsidised by the council to the value of £15,340. No increase is proposed to the current fee of £18 in order to encourage use of the service and maintain parity with the charges levied by Blackpool.

5.5.3 Dog Welfare

The admin fee has been amended to incentivise responsible dog ownership with a new charge being introduced for the return of stray dogs which are not taken to kennels.

5.6 **Budget Task Group**

Initial proposals for amendments or increases to fees and charges have been reviewed and discussed by the Budget Task Group with their recommendations being reported to Management Board on 20th November 2013.

6. **Delegated Functions**

- 6.1 The matters referred to in this report are considered under the following Executive Function delegated to each Portfolio Holder (as set out in Part 3 of the Council's Constitution): " To determine charges or fees for any relevant services operated within the Portfolio"

FINANCIAL AND LEGAL IMPLICATIONS	
Finance	The financial implications of the fees and charges proposals can be seen at Appendix 1.
Legal	There are no significant legal implications arising from the proposals in this report.

OTHER RISKS/IMPLICATIONS: CHECKLIST

If there are significant implications arising from this report on any issues marked with a ✓ below, the report author will have consulted with the appropriate specialist officers on those implications and addressed them in the body of the report. There are no significant implications arising directly from this report, for those issues marked with a x.

Implications	✓ / x
Community Safety	x
Equality and Diversity	x
Sustainability	x
Health and Safety	x

Risks/Implications	✓ / x
Asset Management	x
Climate Change	x
Data Protection	x

Report Author	Telephone No.	Email	Date
Julie Woods	01253 887601	julie.woods@wyre.gov.uk	26/11/13

List of Background Papers:		
Name of Document	Date	Where available for inspection

LIST OF APPENDICES

Appendix 1 – Proposed fees and charges for the 2014/15 financial year including revised and future income estimates.

arm/ph/re/cr/13/2611jw1

FEES AND CHARGES 2014/15

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
	£	£	£	£	
PEOPLE AND PLACES DIRECTORATE					
COUNTRYSIDE					
<u>Slide Talks</u>					
Per Group	35.00		35.00		Y
<u>Guided Walks</u>					
Adult	4.00	4,000	4.00	4,000	Y
Adult half day	3.00		3.00		Y
Concessions full day	3.00		3.00		Y
Concessions half day	2.00		2.00		
School Group Visit per head, (LEA Schools, pupils only, part of national curriculum)	3.50		3.50		O
School Group Visit per head, (LEA Schools, pupils only, part of national curriculum) Half Day			2.00		X
WYRE ESTUARY COUNTRY PARK					
<u>Hire of Riverside Room Stanah</u>					
-Half day/evening	20.00		20.00		X
-Full Day	40.00	650	40.00	610	X
-Additional equipment hire	5.00		5.00		X
-Commercial Hire - by negotiation	13.00per hour 3.50per head		13.00per hour 3.50per head		X
<u>School Visits</u>					
Special events are charged in accordance with Countryside Activities Programme					
School Group Visit per head, (LEA Schools, pupils only, part of national curriculum) F	3.50	400	3.50	400	X
School Group Visit per head, (LEA Schools, pupils only, part of national curriculum) Half Day			2.00		X
MARSH MILL					
<u>Marsh Mill Entry/Tour</u>					
Adult	2.00		2.00		Y
Adult entry to First Floor Only	Free		Free		
Concessionary (up to 16 years)/Senior Citizen	1.00		1.00		Y
Family (Any party of 3 visitors that includes at least 1 adult & 1 concessionary)	3.50	450	3.50	450	Y
Group Booking/Tour (inc. Tea or Coffee) – 15 or more	2.50		2.50		Y
School Groups – 15 or more (LEA Schools, pupils only, part of national curriculum)	1.50		1.50		O
Evening and Weekday Group Bookings	per head		per head		
<u>Marsh Mill Hire Charges</u>					
First Floor/Side Room/Ground Floor (1/2 day)	15.00		15.00		X
First Floor/Side Room/Ground Floor (full day)	27.00	0	27.00	0	X
Kiln House Hire (week)	11.00		11.00		X
Kiln House Hire (month)	30.00		30.00		X
Talks, demonstration and workshops entrance to first floor:					
	<u>Set appropriate to individual Event</u>		<u>Set appropriate to individual Event</u>		
THORNTON LITTLE THEATRE					
<i>Non Commercial Charges (Stage Shows, Concerts etc)</i>					
Full Day and Evening (08:00 to 23:00)	350.00		370.00		X
Mornings (08:00 to 13:00)	125.00		135.00		X
Afternoons (13:00 to 17:00)	125.00		135.00		X
All Day (08:00 to 17:00)	200.00		220.00		X
Evening (17:00 to 23:00)	200.00		220.00		X
Additional Hourly Rate (per hour)	25.00		35.00		X
Additional Performance/Matinee Charge					
Monday to Saturday	175.00		185.00		X
Sundays/Bank Holidays	350.00		370.00		X
Show Week – 6 Days exclusive use and including staff	2,000.00		2,200.00		X
Additional Staff (per person per hour)	16.10		25.00		X
Additional Hourly Charge (between 23:00 and 08:00)					
<i>Commercial Charges (Stage Shows, Concerts etc)</i>					
Full Day and Evening (08:00 to 23:00)	900.00		950.00		X
Mornings (08:00 to 13:00)	250.00		300.00		X
Afternoons (13:00 to 17:00)	250.00		300.00		X
All Day (08:00 to 17:00)	450.00		500.00		X
Evening (17:00 to 23:00)	500.00		550.00		X
Additional Hourly Rate (per hour)	70.00		75.00		X
Additional Performance/Matinee Charge					
Monday to Saturday	450.00		470.00		X
Sundays/Bank Holidays	900.00		950.00		X
Show Week – 6 Days exclusive use and including staff	3,500.00		3,700.00		X

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
Additional Staff (per person per hour)	34.50		40.00		X
Additional Hourly Charge (between 23:00 and 08:00)	70.00		75.00		X
<i>Non Commercial Charges</i>		24,000		24,650	
Where applicable an hourly rate for bookings (e.g. meetings) up to 2 hours may be applied	27.00		30.00		X
Studio Room Session rates am/pm/evening (per session)	50.00		60.00		
<i>Commercial Charges</i> (Other than Stage Shows)					
Where applicable an hourly rate for bookings (e.g. meetings) up to 2 Hours may be applied	70.00		75.00		X
Studio Room Session rates am/pm/evening (per session)	50.00		60.00		X
Miscellaneous (per hour unless otherwise stated)					
* Additional Staff/Stage Crew (minimum 1) (minimum hire for stage crew – 4 hours)	16.10		25.00		+
Hire of Radio Microphones (per day per microphone)	At Cost		At Cost		+
Additional Cleaning Charge	At Cost		At Cost		+
Sales of Show Tickets for Private Hire	£80 or 5.5% of gross		10% of gross		X
* The hirer must use the technical staff provided by the theatre and in such numbers as required by the Council for stage performances (minimum crew hire, 1 x 4 hours). To be charged at cost The hirer will receive a 10% discount when the Theatre and Studio Room is hired together. Performing Rights Tariffs will be applied to those events that attract this charge.					
Wedding Prices					
Late afternoon/evening reception between 4pm and 1am	500.00		500.00		
Afternoon and evening reception between 12 noon and 1am	750.00		750.00		
Promotion - Banner Boards (price per month)	50.00		50.00		X if supplied as part of venue hire package otherwise +
MARINE HALL					
(Per hour - Minimum 2 hours)					
<i>Non Commercial Charges</i> (Stage Shows, Concerts etc)					
Full Day and Evening (08:00 to 23:00)	1,000.00		1,000.00		X
Mornings (08:00 to 13:00)	325.00		325.00		X
Afternoons (13:00 to 17:00)	320.00		320.00		X
All Day (08:00 to 17:00)	550.00		550.00		X
Evening (17:00 to 23:00)	540.00		540.00		X
Additional Hourly Rate (per hour)	72.50		72.50		X
Additional Performance/Matinee Charge					
Monday to Saturday	680.00		680.00		X
Sundays/Bank Holidays	900.00		900.00		X
Show Week – 6 Days exclusive use and including staff	7,238.00		7,238.00		X
Additional Staff (per person per hour)	17.50		25.00		X
Additional Hourly Charge (between 23:00 and 08:00)	120.00		120.00		X
<i>Commercial Charges</i> (Stage Shows, Concerts etc)					
Monday to Thursday					
Full Day and Evening (08:00 to 23:00)	1,120.00		1,120.00		X
Mornings (08:00 to 13:00)	325.00		325.00		X
Afternoons (13:00 to 17:00)	320.00		320.00		X
All Day (08:00 to 17:00)	550.00		550.00		X
Evening (17:00 to 23:00)	540.00		540.00		X
Additional Hourly Rate (per hour)	72.50		72.50		X
Friday to Sunday					
Full Day and Evening (08:00 to 23:00)	1,445.00		1,445.00		X
Mornings (08:00 to 13:00)	375.00		375.00		X
Afternoons (13:00 to 17:00)	340.00		340.00		X
All Day (08:00 to 17:00)	875.00		875.00		X
Evening (17:00 to 23:00)	570.00		570.00		X
Additional Hourly Rate (per hour)	80.00		80.00		X
Additional Performance/Matinee Charge					
Monday to Saturday	800.00		800.00		X
Sundays/Bank Holidays	1,050.00		1,050.00		X
Show Week – 6 Days exclusive use and including staff	8,515.00		8,515.00		X
Additional Staff (per person per hour)	34.50		34.50		X
Additional Hourly Charge (between 23:00 and 08:00)	170.00		170.00		X
Marine café/The Waterfront Room					
<i>Non Commercial Charges</i>					
8.00 am to 11.00 pm (per hour, minimum 2 hour use)	25.00	50,000	35.00	50,000	X
<i>Commercial Charges</i>					

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
8.00 am to 11.00 pm (per hour, minimum 2 hour use)	50.00		50.00		X
Outdoor Performance Area					
<i>Non Commercial Charges</i>					
8.00 am to 11.00 pm	At Cost		At Cost		X
<i>Commercial Charges</i>					
8.00 am to 11.00 pm	At Cost		At Cost		X
Wedding Prices					
Late afternoon/evening reception between 4pm and 1am	800.00		800.00		+
Afternoon and evening reception between 12 noon and 1am	1,000.00		1,000.00		+
Wedding ceremony, afternoon and evening reception	1,200.00		1,200.00		+
Solemnisation of Marriages:					
Main Hall	310.00		310.00		+
Miscellaneous (per hour unless otherwise stated)					
* Additional Staff/Stage Crew (minimum 1) (minimum hire for stage crew – 4 hours)	At cost		25.00		+
Hire of Radio Microphones (per day per microphone)	At cost		50.00		+
Extra Whiteboard (per event)	At cost		10.00		+
Flip Chart (per event)	At cost		10.00		+
Extra Flip Chart Pad (per event)	At cost		5.00		+
Overhead Projector & Screen (per event)	At cost		25.00		+
Screen Only (per event)	At cost		5.00		+
PA Set Up (internal)	25.00		25.00		+
PA Set Up (external)	125.00		125.00		+
XGA Data Projector with Screen (per event)	At cost		At cost		+
** Additional equipment may be hired in and charged for as requested/required. Please ask if you require any specialist or additional equipment.					
Sale of Show Tickets for Private Hire	£80 or 5.5% of gross		10% of gross		
Postage Fee for Credit Cards/Handling Charge	1.50		2.00		Y
Carpet Bowls					
Evening 4 Lanes – League use only (series of lets)	51.00		51.00		X
Carpet Bowls (Per mat per 55 minute session)	5.10		5.10		+
· The hirer must use the technical staff provided by the theatre and in such numbers as required by the Council for stage performances (minimum crew hire 2)					
Trade Exhibitions, Period Lettings etc.					
Subject to negotiations with Director of People and Places					
Performing Rights Tariffs will be applied to those events that attract this charge.					
Note: A charge for the provision of Café facilities may be applicable for events (subject to negotiations).					
Promotion - Banner Boards (price per month)	50.00		50.00		X if supplied as part of venue hire package otherwise +
OUTDOOR AMENITY CHARGES					
<u>Bowls - per hour</u>					
Ordinary	3.50		3.50		Y
Junior (up to 16years)/Senior Citizen/ Over 60	2.50		2.50		Y
Annual Contract	36.00		36.00		X
Winter Contract	22.00		22.00		X
Summer Contract	22.00	6,490	22.00	6,510	X
Seven Day Contract	13.50		13.50		Y
<u>Hire of Green (minimum 2 hours)</u>					
Matches per hour (League Fixtures)	13.25		13.25		Y
Season - matches per hour (League Fixtures – Vets)	6.60	2,230	6.60	2,230	Y
Group Hire	19.00		19.00		Y
Group Hire – Vets	9.50		9.50		Y
<u>Crazy Golf</u>					
Adult	3.00	160	3.00	160	Y
Junior (up to 16 years)/Senior Citizen/Over 60	2.00	250	2.00	250	Y
<u>Pitch and Putt</u>					
Fleetwood - 18 hole Adult	4.60	610	4.60	610	Y
Junior (up to 16 years)/Senior Citizen/Over 60	3.50	360	3.50	360	Y
Fleetwood - 9 hole Adult	3.50	830	3.50	830	Y
Junior (up to 16 years)/Senior Citizen/Over 60	2.20	560	2.20	560	Y
Lost Golf Balls	1.00		1.00		Y
LEISURE DEVELOPMENT					
SPORTS DEVELOPMENT PROGRAMMES					
Sports development/educational programmes (per coach per hour)	25.00		25.00		X
WYRE WHEELS - weekly participation fee	3.50	2,400	3.50	2,400	

Services provided by Fylde Coast YMCA on behalf of Wyre Borough Council

VAT, if appropriate is included in the charges, but will not be charged if all the following conditions apply:-

1. Facilities are let exclusively to a school, constituted club or association or an organisation representing an affiliated club
2. Bookings are for 10 or more sessions
3. Each session is for the same sport/activity at the same location
4. The interval between each session is at least 1 day but no more than 14 days

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
Football – per pitch, King George V Fleetwood, ICI Playing Fields, King George's Fields Thornton, Cottam Hall Poulton					
Senior					
- Casual	25.00		25.00		Y
- Season (per Team)	285.00		287.00		X
Junior					
- Casual	13.00		13.50		Y
- Season (per Team)	142.00		145.00		X
Caravan Rallies					
Per Caravan per night or part	6.00		6.50		Y
Hire of Fields, per day					
King George V, Fleetwood	100.00		110.00		Y
King George's, Thornton	100.00		110.00		Y
Cottam Hall, Poulton	100.00		110.00		Y
Changing Rooms - Training only - King George V Fleetwood, ICI Playing Fields, King	11.00		12.00		Y
Cricket - Cottam Hall, Poulton					
Day	25.00		25.50		Y
Evening	19.00		20.00		Y
Season (alternate Saturday)	250.00		260.00		X
ALL CHARGES FOR FOOTBALL AND CRICKET ARE DOUBLE FOR NON-RESIDENTS					
CEMETERIES					
Interment Fees					
Burial of body in a public grave					
Person whose age at death exceeds seven years	730.00		737.00		O
Child stillborn or not exceeding one month	25.00		25.50		O
Child over one month but not exceeding seven years	70.00		71.00		O
Burial in a grave in respect of which an exclusive right of burial has been granted					
Child Stillborn or not exceeding seven years (inclusive of grant and registration fee)	168.00	71,000 12,000 26,000	170.00	71,300 12,100 26,300	O
Person whose age at death exceeds seven years for interments new and reopen fees.	705.00		712.00		
New grave space for one or two – subject to ground conditions					
All cemeteries			36,300	40,000	
Interment Fee (see above)	815.00	8,500	824.00	8,600	O
Purchase of exclusive right of burial for 50 years (earthen grave)		17,800		18,000	
New Baby Garden of Remembrance at Fleetwood and Poulton New Cemetery					
Purchase of exclusive right of burial for 50 years	239.00		241.00		O
Interment fee	168.00		170.00		O
Total Charge	407.00		411.00		
Woodland Burials (POULTON NEW CEMETERY)					
Purchase of exclusive right of burial for 50 years (Single Burial only)(Including tree and planting)	1,046.00		1,056.00		O
Interments:					
Cremated remains of a stillborn child or a child whose age at the time of death did not exceed seven years	168.00		170.00		O
Person whose age at time of death exceeded seven years	705.00		712.00		O
Interment of Cremated remains (Up to 8 caskets)	190.00		192.00		O
Scattering of cremated remains (within plots numbered 9)	119.00		120.00		O
Saturday Interments (between 9.00am to 12.30pm)					
Minimum Charge for interment	1,517.00		1,532.00		O
Memorial Mushroom Plaques	163.00	700	164.00	700	Y
Fleetwood and Poulton Cemetery					
Memorial Granite Bench Plaques 7" x 5"	294.00		296.00		Y
Fleetwood and Preesall Cemetery					
Sundial and Baby Garden 10" x 4"	216.00		218.00		Y
8" x 4"	187.00		188.00		Y
7" x 4"	169.00		170.00		Y
Pictures or designs may be added at an additional cost, currently £65.50					
Interment of Cremated Remains Fees					
Fleetwood Cemetery - Cremated Remains Section					
Purchase of exclusive rights of burial for 50 years (for the right to inter up to 6 caskets)	370.00		374.00		O
Interment Fee (including registration)	190.00		192.00		O
Total Charge	560.00		566.00		
Reservation of Cremated Remains Section					
Fleetwood Cemetery					
Purchase of exclusive right for 50 years (for the right to inter up to 6 caskets)	395.00		399.00		O
Fleetwood Cemetery - Garden of Remembrance Section					
Fleetwood Cemetery					
Exclusive rights for scattering for 50 years	258.00		260.00		O
Scattering fee	119.00		120.00		O
Total charge	377.00		380.00		
Preesall and Poulton New Cemetery - Cremated Remains Section					
Purchase of exclusive right for burial for 50 years (for the right to inter up to 4 casket)	283.00		286.00		O
Interment fee (including registration)	190.00		192.00		O
Total charge	473.00		478.00		
Reservation of Cremated Remains Section					

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
<u>Preesall and Poulton New Cemeteries</u>					
Purchase of exclusive right for burial for 50 years (for the right to inter up to 4 casket Columbarium, Fleetwood Cemetery	308.00		311.00		O
For the right to deposit the cremated remains in a niche for a period of 50 years (up to four caskets)	500.00	3,000	505.00	3,100	O
First inscription charge, removing and refixing tablet	166.00	2,400	167.00	2,450	O
Total charge	666.00		672.00		O
Second and Subsequent interments	190.00	580	192.00	580	O
<u>Interment of Cremated remains in Existing Private Grave Space</u>					
<u>All Cemeteries</u>					
Standard interment fee (including registration)	190.00		192.00		O
<u>Scatter of Cremated Remains</u>					
Scatter of cremated remains on existing private grave space (under turf into cut out cross shape)	119.00		120.00		O
<u>Vaults or walled Graves</u>					
For the additional right to construct a vault or walled grave to include exclusive Right of Burial	1,200.00	5,500	1,200.00	5,150	O
<u>Use of Cemetery Chapel</u>					
Only available at Poulton New Cemetery	200.00	3,200	200.00	1,800	O
<u>Columbarium, Moorland Road Cemetery, Poulton-le-Fylde</u>					
For the right to deposit the cremated remains in a niche for a period of 50 years (up to one casket)	500.00	0	505.00	0	O
All the above fees are subject to double fees (100%) for non-residents applicable to all persons who reside outside the Borough of Wyre with the exception of Staining Parish Council					
<u>Miscellaneous Charges</u>					
Notice of Interment / Registration	25.00	0	25.50	0	O
Transfer Form	25.00	40	25.50	40	O
Purchase of name plaques	68.00		69.00		O
Late Funerals beyond 20 minutes of booked time	185.00		187.00		O
Change of Coffin size after first notification	185.00		187.00		O
Genealogical/Family Tree Grave Searches (New entry)	135.00		136.00		Y
Single Grave Search	20.00		20.50		O
Exhumation of Body (Administrative Fees)	876.00		885.00		O
Exhumation of Body Fees – as Grounds Maintenance					
Memorial Bench Scheme 4' Lydbury	607.00	700	613.00	700	Y
Grant Fee	25.00		25.50		O
CEMETERIES - MEMORIAL					
<u>Miscellaneous Charges</u>					
Day permit for monumental masons from outside the district to operate in Cemeteries managed by the Council and agreed by the supervisor officer per day	119.00		120.00		O
Erection of monument or memorial works without the submission of an application and fee to the Registrar and approval received	446.00		450.00		O
<u>Headstone and Inscription - all lawned sections</u>					
For the right to erect and place a new headstone memorial including inscription (no ornamentation) not exceeding 3'6" in height by 3'0" wide and 4" in thickness.	170.00	11,000	172.00	11,100	O
Additional charges to be added to the above fee		1,500		1,500	
For any etched or coloured illustration, photo plaque, ornamentation or design works etc. other than the normal inscription on any memorial.	53.00	6,750	54.00	6,800	O
Additional inscriptions on existing memorials (all sections) * inc. VAT	119.00	11,050	120.00	11,160	Y
Recumbent headstones - all cemeteries, cremated remains section and Baby Garden of Remembrance (Dimension - 18" by 12")	128.00		129.00		O
Deposit of stone flower vase	96.00		97.00		O
Gardens of Remembrance Tablet Fee	61.00		62.00		O
<u>Columbarium - Moorland Road Cemetery</u>					
Small White Metal Urn (including nameplate) suitable for columbarium interment	104.00	200	104.00	200	Y
First Inscription charge and removing and refixing tablet * inc VAT	144.00	940	145.00	940	O
For the right to remove the tablet, cut additional inscription and re-fixing tablet * inc VAT	96.00		97.00		Y
<u>Columbarium - Fleetwood Cemetery</u>					
Oak Crematoria Casket	66.00	950	67.00	950	Y
285mm x 185mm x 150mm *inc VAT					
Bronze Vase and Holder *inc VAT	26.00	50	26.50	50	Y
Plastic Vase and Holder *inc VAT	26.00		26.50		Y
2 ND and subsequent inscriptions cut and refixed	140.00		141.00		O
DOG WELFARE					
<u>Stray Dogs</u>					
Kennel Fee first day incl statutory government levy			90.00		O
Kennel fee additional charge per day	8.50		8.50		O
Stray dog return fee (applied when dog is not taken to kennels repeat offender)			55.00		O
Euthanasia (stray dogs)	31.50	7,500	31.50	7,500	O
Statutory Government Levy	25.00				O
Administration Costs	52.60				O
<u>Micro-chipping</u>					
Control of Dog	10.50	50	10.50	50	+
	75.00	150	75.00	150	O
Muk Sak - Dog Waste container	6.50	0	6.50	0	Y

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
<u>Domestic Refuse - Bulky Items</u>					
Up to 3 items*	18.00		18.00		O
Additional items – per item*	6.00	37,600	6.00	38,350	O
* A one third discount applies dependant on eligibility to customers in receipt of Council Tax Benefit or Housing Benefit					
<u>Public Conveniences</u>					
- fee for use of new & refurbished toilets (excludes urinals/disabled toilets with radar access)	0.20	52,560	0.20	52,560	O
- Radar Key	3.50	300	3.50	300	Y
<u>High Hedge Applications</u>					
	480.00	0	480.00	0	X
<u>Tree Preservation Order</u>					
	At cost	0	At Cost	0	Y
SERVICES, LICENCES AND REGISTRATIONS					
PEST CONTROL					
<u>Rodent Control</u> (Not Weekend Service)					
Includes 3 revisits (further visits over and above charged at standard rate)					
All Callouts will be charged for and no refunds given					
<u>Domestic Premises</u>	37.00		38.00		Y
<u>Domestic Premises (Near Neighbour Discount - 5 doors either side) Treatment</u>	27.00		28.00		Y
must be prepaid and undertaken on same day no refunds for failure to provide access on agreed days.					
<u>Business Premises</u>					
- including materials up to one hour	101.00		104.00		Y
- for every additional half hour or part thereof	51.00		52.00		Y
<u>Pest/Insect Control</u> (Not Weekend Service)					
All Callouts will be charged for and no refunds given for all insects except where bees are mistaken for wasps when a 50% refund will be issued					
<u>Domestic Premises</u> - per call out and treatment as required (including materials)		20,000		20,520	
<u>Fleas, Cockroaches</u>	58.00		60.00		Y
<u>Wasps, Ants, Beetles – pre-payment</u>	61.00		63.00		Y
<u>Wasps, Ants, Beetles – no pre-payment</u>	67.00		69.00		Y
<u>Business Premises</u>					
- per call-out up to one hour (incl. materials)	101.00		104.00		Y
- for every additional half hour or part thereof	51.00		52.00		Y
- minimum charge for call-out (including materials)	101.00		104.00		Y
Disinfection after Infectious Disease – per treatment	101.00		104.00		Y
<u>Commercial Contract Charges (as of 1 June 2012)</u>					
Small Businesses - Contract 1	339.00		348.00		Y
Medium Businesses - Contract 2	457.00		469.00		Y
Large Businesses - Contract 3	575.50		591.00		Y
All contracts based on 6 visits per annum					
Include the treatment of rodents and insects (wasps, ants, bees, fleas and cockroaches)					
Exclude the treatment of Pharaohs Ants					
Include a free advice service					
Any additional insect/rodent callouts charges on a time accumulated basis. Treatments included within the annual contract charge apply to normal working hours only. Additional charges apply to requests for treatment outside 09:00-17:00hrs Mon-Fri		14,940		15,330	
All out of hours work includes travel time from and return to the Council Depot. All prices include materials					
Charges for additional contract callouts / out of hours treatments:					
Mon-Fri 09:00-17:00hrs per man hour on time accumulated basis	101.00		104.00		Y
Mon-Fri 17:00-22:00hrs per man hour on time accumulated basis	152.50		157.00		Y
Saturday 09:00-17:00hrs per man hour on time accumulated basis	152.50		157.00		Y
Sundays and Public Holidays 09:00-17:00hrs per man hour on time accumulated basis	202.50		208.00		Y
Contaminated Land Enquiries	45.00	200	46.00	200	Y
<u>Pest Control Products</u>					
Mouse packs	6.50		6.50		Y
Insect Powder	3.85		3.85		Y
Flyspray	6.75		6.75		Y
Dethlac	4.85		4.85		Y
Pigeon/Seagull spikes	3.10	280	3.10	290	Y
Gutter clips (2)	1.20		1.20		Y
Adhesive	7.25		7.25		Y
Chimney spikes	27.50		27.50		Y
Delivery	1.20		1.20		Y
* These prices are subject to supplier's fluctuation which officers will apply as appropriate.					
COMMERCIAL SAFETY SERVICES					
<u>Foundation Certificate in Food Hygiene (Classroom based)</u>					
Classroom based course including fees registration and certificate	41.50		43.00		X
Single business sending 5-9 employees on classroom-based course	38.00		39.00		X
Single business sending 10-15 employees on classroom based course	38.00		39.00		X

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
<u>Foundation Certificate in Food Hygiene</u> (Computer based) Course including certificate	28.50		29.00		X
<u>Foundation Certificate in Food Hygiene Refresher Courses</u> Computer based	28.50	200	29.00	200	X
Certificates and Booklets <u>Replacement Basic Food Hygiene Certificates</u>	13.00		13.50		Y
<u>Food Hygiene Books</u>					
· Food Hygiene Handbook	At cost		At cost		O
· A Question of Hygiene	At cost		At cost		O
· Food Hygiene Handbook/Question of Hygiene Pack	At cost		At cost		O
· Hygiene for Management	At cost		At cost		O
· Hygiene Sense and Essentials of Hygiene	At cost		At cost		O
<u>Food Export Certificate</u>	41.50	3,500	43.00	3,000	O
<u>Ship sanitation Certificate</u>					
Gross Tonnage					
Up to 3000	100.00	0	103.00	0	Y
3001 - 10000	150.00		154.00		Y
10001 - 20000	200.00		205.00		Y
20001 - 30000	230.00		236.00		Y
Over 30000	300.00		308.00		Y
<u>Full copy of Public Food Register (commercially valuable information)</u>	1,240.00	0	1,273.00	0	O
<u>Health and Safety Statement of Fact (for Civil Cases)</u>	97.75	0	100.00	0	O
FISHERY HYGIENE CHARGES					
Fishery Landings					
Gross charge for each whole tonne of fish landed:-	1 Euro* per tonne		1 Euro* per tonne	490	O
Fishery Preparation/Processing Establishments					
Gross charge for each whole tonne of fish processed in the establishment	0.5 Euro* per tonne		0.5 Euro* per tonne	360	O
*Exchange rate fixed at 1 Euro = £0.81505 as at 9th January 2013 in C Series of official journal of the European Communities					
PRIVATE WATER SUPPLIES CHARGES (Implementation of – The Private Water Supplies regulations 2008)					
Private water supply risk assessments and monitoring in accordance with the above Regulations					
	Risk assessments charged at £30 per hour up to a maximum of £500 as prescribed in the Regulations. (The first hour of each Risk Assessment will be free)		Risk assessments charged at £31 per hour up to a maximum of £500 as prescribed in the Regulations. (The first hour of each Risk Assessment will be free)		
Private water supply sampling		1,320		1,320	
	Private water supply sampling costs will be charged at cost of having the sample analysed plus a £50 administration fee		Private water supply sampling costs will be charged at cost of having the sample analysed plus a £50 administration fee		
Provision of Health & Safety Posters	7.66	10	7.66	0	Y
LICENSING					
ANIMAL WELFARE LICENCES					
Pet Animals Act, 1951	130.00				O
Animal Boarding Establishment Act, 1963	130.00				O
Riding Establishments Act, 1964 (excluding vet fee)	280.00				O
Breeding of Dogs Act, 1973	130.00				O
Dangerous Wild Animals Licence (excluding vet fee)	450.00				O
2 year licence					
Zoo Licensing Act 1981 (excluding vets fee) 6 year licence	575.00				O
MISCELLANEOUS LICENCES , REGISTRATIONS ETC., (NOT PRESCRIBED BY STATUTE)					
Registration of tattooists, ear piercers, electrolysists, semi permanent skin colourists and acupuncturists	156.00				O
Registration of Dealers in Second Hand Goods	125.00				O
Street Trading Consent	655.00				O
Sex Shops	1,997.00				O
Sexual Entertainment Venue	3,345.00				O
Registration of motor salvage operator (includes £15 police check fee) 3 yr registratic	125.00				O
Certified copy of register entry of motor salvage operator	2.50				O
GAMBLING ACT 2005					
Where a licence is subject to a seasonal condition the annual fee shall be one twelfth of the full annual fee for every month or part of a month that the licence is operative for.					
Bingo premises					
New premises licence	2,365.00				O
Annual fee	1,000.00				O
Provisional statement	2,365.00				O
Conversion of provisional statement	1,125.00				O
Variation fee	1,465.00				O
Transfer fee	745.00				O
Reinstatement of licence	1,180.00				O
Betting premises					
New premises licence	2,365.00				O
Annual fee	600.00				O

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
Provisional statement		2,365.00			0
Conversion of provisional statement		1,125.00			0
Variation fee		1,465.00			0
Transfer fee		745.00			0
Reinstatement of licence		1,180.00			0
Adult Gaming Centres					
New premises licence		2,000.00			0
Annual fee		1,000.00			0
Provisional statement		2,000.00			0
Conversion of provisional statement		1,125.00			0
Variation fee		1,000.00			0
Transfer fee		745.00			0
Reinstatement of licence		1,180.00			0
Licensed Family Entertainment Centre					
New premises licence		2,000.00			0
Annual fee		750.00			0
Provisional statement		2,000.00			0
Conversion of provisional statement		950.00			0
Variation fee		1,000.00			0
Transfer fee		745.00			0
Reinstatement of licence		950.00			0
Tracks					
New premises licence		2,365.00			0
Annual fee		950.00			0
Provisional statement		2,365.00			0
Conversion of provisional statement		1,125.00			0
Variation fee		1,250.00			0
Transfer fee		745.00			0
Reinstatement of licence		950.00			0
Miscellaneous Charges					
Fee for a copy of a licence		25.00			0
Fee for a notification of change of circumstances		50.00			0
(FEES PRESCRIBED BY STATUTE)					
Gambling Act 2005 Permits					
Unlicensed family entertainment centre					
New permit		300.00			0
Renewal fee		300.00			0
Fee to change name		25.00			0
Fee to copy permit		15.00			0
Licensed premises gaming machine permit					
New permit		150.00			0
Converted permit		100.00			0
Annual fee		50.00			0
Variation fee		100.00			0
Transfer fee		25.00			0
Fee to copy permit		15.00			0
Club Gaming Permit					
New permit		200.00			0
New permit (fast track)		100.00			0
Annual fee		50.00			0
Variation fee		100.00			0
Fee to copy permit		15.00			0
Club Machine Permit					
New permit		200.00			0
New permit (fast track)		100.00			0
Annual fee		50.00			0
Variation fee		100.00			0
Fee to copy permit		15.00			0
Prize Gaming Permit					
New permit		300.00			0
Renewal fee		300.00			0
Fee to change name		25.00			0
Fee to copy permit		15.00			0
Lotteries					
Register a small society register		40.00			0
Annual renewal fee		20.00			0
LICENSING ACT 2003					
Fees under the Licensing Act 2003 are determined nationally and are prescribed by the Licensing Act 2003 (Fees) Regulations					
CHARGES FOR LICENCES - HACKNEY CARRIAGE AND PRIVATE HIRE					
Hackney Carriage Vehicle		*172.00	<5years 225.00		0
(includes £25 surcharge for unmet demand survey)			>5years		
Private Hire Vehicle		*147.00	<5years 200.00		0
			>5years		
Private Hire Operator		**179.00	1-5 vehicles		0
		229.00	6-10 vehicles		
		345.00	11+ vehicles		
Hackney Carriage Driver			74.00		0

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
Private Hire Driver	74.00				O
Landau Vehicle	146.00				O
Landau Driver	74.00				O
Plates (pair)	20.00				O
Brackets (pair)	22.00				O
Private hire door stickers (pair)	16.00				O
Replacement Badges	15.00				O
Driver's Knowledge Test	***30.00				O
Re-test	5.00				
*Age of vehicles calculated from date of first registration on issue/renewal date					
** Fee based on numbers of vehicles controlled by the operator					
*** Drivers charged £30 for test and £5 for retest. If drivers pass their test £15.00 is deducted from the initial drivers licence fee provided application is made within 6 months of passing the test. If an appointment to sit the test is not kept and at least 5 working days notice has not been given then the £30 fee will be forfeited.					
SCRAP METAL DEALERS ACT 2013					
Site Licence Grant/renewal	300.00				O
Collectors Licence Grant/renewal	300.00				O
Variations	100.00				O
Replacement/re-issue of licence	15.00				O
BUILDING CONTROL					
<u>Supply of non-standard data and information (including responding to Solicitor's enquiries)</u>	65.00 per hour (MIN 65.00)		60.00 per hour (MIN 60.00)		Y
<u>Building Regulations Confirmation Letter</u>	60.00	0	60.00	0	Y
Administration fee for withdrawing an application and charges	60.00		60.00		Y
Reopen Archived Applications	N/A		60.00		Y
Copy of Completion Certificates	N/A		20.00		Y
Copy of Decision Notice	N/A		20.00		Y
MARKETS					
FLEETWOOD MARKET					
Administration fee re new lease for indoor stall	50.00		50.00		
Change of Use Fee	30.00	130	30.00	130	
Assignment Fee	100.00		100.00		
<u>Outside market rentals</u>					
Summer - June to October (per day)					
Tuesday	18.50	9,610	18.50	9,710	X
Thursday	16.50	1,450	16.50	1,460	X
Friday	16.50	2,070	16.50	2,090	X
Saturday	17.50	4,480	17.50	4,520	X
Winter - November to May (per day)					
Tuesday	9.00		9.00		X
Thursday	9.00		9.00		X
Friday	9.00		9.00		X
Saturday	9.00		9.00		X
Any trader opening his stall all 4 days Nov-May will be charged £25.00.					
Any trader opening his stall 3 days Nov - May will be charged £20.00.					
Reduction's negotiable to local producer groups in first year.					
POULTON MARKET					
Summer - April to September	20.00 for 3 metres linear frontage	25,520	20.00 for 3 metres linear frontage	28,020	X
Winter - October to March	10.00 for 3 metre linear frontage		10.00 for 3 metre linear frontage		X
Additional frontage charged at £3.00 per metre					
GARSTANG COMMUNITY FACILITIES					
Hire of Garstang Room (per hour)	6.60	10,000	6.60	10,000	X
Hire of Small Room/Wedding Room (per hour)	3.40		3.40		X
Note : There will be a minimum charge of £15 where the fees for bookings within a calendar month total less than that amount.					
DEVELOPMENT CONTROL					
<u>Block Plans</u>					
Ordinance Survey fee - initial charge	20.00	900	21.00	950	O
<u>Site history enquiries</u>					
Planning and Building Control	65.00 per hour (min65.00)				Y
<u>Lawful Development Certificate</u>					
	75.00		75.00		Y
		14,320		13,120	
<u>Pre Application Discussions</u>					
<u>Major applications</u>					
-initial meeting	480.00		490.00		Y
-follow up meeting	240.00		245.00		Y
<u>Significant Major applications</u>					
-initial meeting	720.00		740.00		Y
-follow up meeting	360.00		370.00		Y
CAR PARKING - OFF STREET					
2013/14 charges with effect from 1st January 2013					
<u>Rough Lea Road, Cleveleys -</u>					
<u>Daily 8am – 6pm (Motor car)</u>					

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Up to 2hrs (Max stay 2hrs)	1.50		1.50		Y
<u>Promenade North, Cleveleys -</u>					
<u>Daily 8am – 6pm (Motor car)</u>					
Up to 2hrs	1.50		1.50		Y
<u>Derby Road West, Cleveleys -</u>					
<u>Daily 8am – 6pm (Motor car)</u>					
Up to 2hrs	1.50		1.50		Y
Over 2hrs-4hrs	2.40		2.40		Y
Over 4hrs	6.00		6.00		Y
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		
<u>Derby Road East/Slinger Road, Cleveleys -</u>					
<u>Daily 8am – 6pm (Motor car)</u>					
Up to 2hrs	1.50		1.50		Y
Over 2hrs-4hrs	2.40		2.40		Y
Over 4hrs – 6hrs	3.00		3.00		Y
Over 6hrs	3.80		3.80		Y
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		
Monthly Season Ticket	See below		See below		Y
<u>Jubilee Gardens, Cleveleys - ***Assuming Cabinet approval 5/12/12</u>					
<u>Daily 8am – 6pm (Motor car)</u>					
Up to 2hrs	1.50		1.50		Y
Over 2hrs-4hrs	2.40		2.40		Y
Over 4hrs – 6hrs	3.00		3.00		Y
Over 6hrs	3.80		3.80		Y
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		
Monthly Season Ticket	See below		See below		Y
<u>Custom House Lane, Fleetwood - Daily 8am - 6pm (Motor Car)</u>					
Up to 2hrs	1.50		1.50		Y
Over 2hrs-4hrs	2.40		2.40		Y
Over 4hrs	6.00	645,000	6.00	645,000	Y
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		
Monthly Season Ticket	See below		See below		Y
<u>Albert Street/Church Street, Fleetwood - Daily 8am - 6pm (Motor car)</u>					
Up to 2hrs	1.50		1.50		Y
Over 2hrs-4hrs	2.40		2.40		Y
Over 4hrs-6hrs	3.00		3.00		Y
Over 6hrs	3.80		3.80		Y
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		
Monthly Season Ticket	See below		See below		Y
<u>Hardhorn Road, Poulton-le-Fylde - Daily 8am-6pm (Motor car)</u>					
Up to 2hrs	1.50		1.50		Y
Over 2hrs-4hrs	2.40		2.40		Y
Over 4hrs-6hrs	3.00		3.00		Y
Over 6hrs	3.80		3.80		Y
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		
Monthly Season Ticket	See below		See below		Y
<u>Teanlowe Poulton-le-Fylde - Daily 8am - 6pm (Motor car)</u>					
Up to 2hrs	1.50		1.50		Y
Over 2hrs-4hrs	2.40		2.40		Y
Over 4hrs	6.00		6.00		Y
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		
<u>High Street, Garstang - Daily 8am - 6pm (Motor car)</u>					
Up to 2hrs	1.50		1.50		Y
Over 2hrs-4hrs	2.40		2.40		Y
Over 4hrs-6hrs	3.00		3.00		Y
Over 6hrs	3.80		3.80		Y
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		
Monthly Season Ticket	See below		See below		Y
<u>Ball Street, Poulton-le-Fylde - Daily 10am - 6pm (Motor car) (Booths Car Park)</u>					
Up to 2hrs	1.50		1.50		Y
Wyre Residents Permit Scheme Up to 2hrs	FREE		FREE		
Monthly Season Ticket	See below		N/A		
Season tickets 2013/14 charges with effect from 1st January 2013					
<u>Long Stay Car Parks:</u>					
Albert Street, Derby Road East, Hardhorn Road, High Street, Jubilee Gardens					
1 month	47.50		47.50		Y
3 months	133.00	6,500	133.00	6,500	Y
6 months	247.00		247.00		Y
12 months	395.20		395.20		Y
Any current permit that has been issued beyond 1 January 2012 will be unaffected.					
Administration fee for change of vehicle	NIL		NIL		Y
Refund due to change in personal circumstances pro rata based on full months not used.					
Residents Parking Permits					
Initial Application Fee	25.00	18,500	25.00	18,500	Y
Renewal Fee	10.00		10.00		Y
Penalty Charge Notice					
The higher level penalty charge contravention is £70, with a 50% discount if payment is made within 14 days, the lower level contravention is £50, with a 50% discount if payment is made within 14 days.					
Parking Dispensations					
Per vehicle per period of up to 7 whole days	25.00	200	25.00	200	Y if off street
Sunday Parking					
Residents can obtain a Worshippers' Parking Permit free of charge from the Council; These enable worshippers to park on town centre car parks for a period of three hours to allow for their attendance at church services. A Worshippers' Parking Permit is only valid for one car park, which will be stated on the permit, but an application can be made for any car park in the Borough.					
RESOURCES DIRECTORATE					
HOUSING					
PRIVATE SECTOR HOUSING GRANT ASSISTANCE					

2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT	
- Charging for professional and technical services					
<u>Applications for *:</u>					
Disabled Facilities Grants	A charge of 12% per approval (based on the amount of grant approved).	A charge of 12% per approval (based on the amount of grant approved).		X	
*Charge rate applicable as per date of grant approval					
HOUSING ACT 2004					
Charges for Enforcement Notices - per notice	421.00	1,263	433.00	1,299	O
LICENSING OF HOUSES IN MULTIPLE OCCUPATION					
Initial Licence determination	931.00		958.00		O
(NB. Discounts may be awarded in recognition of specified conditions)					
<u>Additional Service Charges: (charged on a specific case basis)</u>					
Return incomplete/defective application to applicant with letter (additional admin charges will only be applied where the application is returned incomplete a second or further time).	20.00 (+20.00 admin charge)		21.00 (+21.00 admin charge)		O
Reprocessing form after amendments received.	20.00 (+20.00)		21.00 (+21.00)		O
Additional cost where landlords fail to respond within 28 days to justified requests for an application, renewal OR information required in respect of incomplete applications.	24.00		25.00		O
Revisit where no access gained previously.	(+20.00) 32.00 (+20.00)	4,000	(+21.00) 33.00 (+21.00)	1,916	O
Assisted application – Full assistance provided in making the application, measuring rooms, drawing sketch plans, etc.	232.00 (+20.00)		239.00 (+21.00)		O
Variation of licence.	232.00 (+20.00)		239.00 (+21.00)		O
Such sums as may be necessary to fund the identification, confirmation, inspection and enforcement of licensing requirements. These are to be assessed on a case by case basis, using the hourly rates for the officers appropriate for the tasks undertaken					
Cost of raising an invoice	20.00		21.00		O
UK ENTRY VISA HOUSING INSPECTIONS					
Charge for inspection and production of report	88.00	176	91.00	182	+
Care and Repair Handyperson Service Charge					
Charge per job	10.00	30,000	10.00	30,000	Y
ROOM HIRE CIVIC CENTRE					
<u>Council Chamber</u>					
<u>Monday-Friday</u>					
Morning/Afternoon Session (up to 4 hrs)	110.00		115.00		X
All day	220.00		231.00		X
Evening (to 10pm)	165.00		173.00		X
Evening (to 11.30pm)	220.00		231.00		X
Commercial Rate	420.00		441.00		X
<u>Members' Lounge</u>					
<u>Monday-Friday</u>					
Morning/Afternoon Session (up to 4 hrs)	100.00		105.00		X
All day	195.00		205.00		X
Evening (to 10pm)	140.00		147.00		X
Evening (to 11.30pm)	195.00		205.00		X
Commercial Rate	420.00		441.00		X
<u>Committee Rooms / Training Room / Meeting Room</u>					
<u>Monday-Friday</u>					
Morning/Afternoon Session (up to 4 hrs)	50.00	21,200	53.00	22,250	X
All day	100.00		105.00		X
Evening (to 10pm)	75.00		79.00		X
Evening (to 11.30pm)	100.00		105.00		X
Commercial Rate	420.00		441.00		X
<u>Civil Ceremonies</u>					
<u>Monday to Friday</u>					
Monday to Friday	310.00		330.00		X
Saturday			650.00		X
<u>Premium Rate for Weekends (Any Rooms except for Civil Ceremonies)</u>					
<u>Saturday</u>					
Saturday	730.00		767.00		X
<u>Sunday/Bank Holiday</u>					
Sunday/Bank Holiday	950.00		997.00		X
<u>Members' Lounge</u>					
<u>Supplement for use with another room</u>					
Monday - Friday	65.00		68.00		X
Saturday	85.00		89.00		X
Sunday/Bank Holiday	120.00		126.00		X
Notes:					
1. Commercial use is defined as being "in pursuance of a commercial, profit making venture"					
2. Refreshments are not included in the above prices					
3. Food and drink is not permitted in the Council Chamber					
LOCAL LAND CHARGES					
Local land charge searches (LLC1)	18.00		18.00		O
Local land charge searches (Con 29R)	*80.00		*80.00		O
* Full charge dependent on whether LLC1 or Con 29					
N.B. For further breakdown of the fees for individual questions within CON290 refer to our website www.wyre.gov.uk under the heading Land Charges.					
LEGAL FEES					
<u>LAND & PROPERTY</u>					
<u>Sales</u>					

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
Sale of Land	Minimum £350 depending or 1% - 3% depending on complexity		Minimum £410 depending or 1% - 3% depending on complexity		X
Sale of Land with Overage	Minimum £750 or 1% -3% depending on complexity		Minimum £870 or 1% -3% depending on complexity		X
Sale of POS Land	Minimum £400 plus Ads and Disbursements		Minimum £460 plus Ads and Disbursements		X
Transfer of POS to the Council	£500 plus Disbursements		£580 plus Disbursements		X
Sale of a Garden Plot	Minimum £200 depending on complexity		Minimum £230 depending on complexity		X
Sale of a Garden Plot with Overage Leases	Minimum £500 depending on complexity		Minimum £580 depending on complexity		X
Short Lease of Whole	Minimum £300 depending on complexity		Minimum £350 depending on complexity		X
Short Lease of Part	Minimum £350 depending on complexity		Minimum £410 depending on complexity		X
Long Lease of Whole	Minimum £400 depending on complexity		Minimum £460 depending on complexity		X
Long Lease of Part	Minimum £450 depending on complexity		Minimum £520 depending on complexity		X
Underlease of Whole	Minimum £400 depending on complexity		Minimum £460 depending on complexity		X
Underlease of Part	Minimum £450 depending on complexity		Minimum £520 depending on complexity		X
Surrender of Lease	Minimum £175 depending on complexity		Minimum £200 depending on complexity		X
Renewal of Lease	Minimum £175 depending on complexity		Minimum £200 depending on complexity		X
Croft Court Lease	£175 (Renewal £125)		£200 (Renewal £150)		X
Garstang Business and Community Centre Lease	£175 (Renewal £125)	20,000	£200 (Renewal £150)	15,000	X
Assignment of Lease	Minimum £200 depending on complexity		Minimum £230 depending on complexity		X
Assignment of Beach Bungalow Lease	£100 (£25 Notice of Assignment as per Lease)		£120 (£25 Notice of Assignment as per Lease)		X
Deed of Variation to Lease	£250		£300		X
Deed of Covenant release	Minimum £350 depending on complexity		Minimum £400 depending on complexity		X
Deed of Surrender	£250		£300		X
<u>Licences</u>					
Licence to Assign	Minimum £200 depending on complexity		Minimum £230 depending on complexity		X
Licence to carry out alterations (Residential)	Minimum £400 if AGA required		Minimum £460 if AGA required		X
Licence to carry out works	£100		£120		X
Grazing Licences	Minimum £100 depending on complexity		Minimum £120 depending on complexity		X
Easements or Rights	£100		£120		Z
Change of User	Minimum £250 depending on complexity		Minimum £300 depending on complexity		X
Letter of consent to assign	£50		£60		X
Covenant consents (Residential)	£100		£120		X
<u>Mortgages</u>					
Redemption of mortgages	£50		£60		O
<u>Footpaths</u>					O
Diversions	From £850 plus Ads and cost of Inquiry (if applicable)		From £980 plus Ads and cost of Inquiry (if applicable)		
<u>PLANNING</u>					
<u>Agreements</u>					O
S106 Agreements	Minimum £500 rising on complexity		Minimum £500 rising on complexity		

	2013/14 Fees and Charges	2013/14 Revised Estimate	2014/15 Fees and Charges	2014/15 Original Estimate	VAT
Enforcement Notices/Action	£55 per hour		£55 per hour		O
<u>COURT</u>					
<u>Prosecutions</u>					
Attending Magistrates Court	£55 per hour		£55 per hour		O
MISCELLANEOUS					
<u>Bvelaws (non-discretionary)</u>					
purchase of the document(fee as per Act)	0.20	0	0.20	0	O
<u>Statement of Accounts</u>					
purchase of the document					
individuals and charities	10.00	0	10.00	0	O
commercial organisations	20.00	0	20.00	0	O
<u>Photocopy per side of any document that can be inspected</u>					
Black & white - A4	0.30		0.30		Y
Black & white - A3	0.60		0.60		Y
Black & white - A2	1.20		1.20		Y
Black & white - A1	2.40		2.40		Y
Black & white - A0	4.80	500	4.80	500	Y
Colour - A4	0.40		0.40		Y
Colour - A3	0.80		0.80		Y
Colour - A2	1.80		1.80		Y
Colour - A1	3.60		3.60		Y
Colour - A0	7.20		7.20		Y
<u>Enquiries about existing mortgage borrowers</u>					
Legal charge for redemption	50.00	0	50.00		+
<u>Data Protection</u>					
Subject Access Request					
Statutory Flat fee for Subject Access Requests	10.00	100	10.00	100	O