

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees				
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
LEISURE AND WELLBEING					
Rugby Art Gallery and Museum (RAGM)					
Floor One Gallery artist exhibition hire 2 weeks			152.50	VAT Exempt	Excluded
Public Liability Insurance administration fee (Floor One Gallery)			32.40	VAT Exempt	N/A
Children's workshops - 2 hours			12.50	VAT Exempt	N/A
Children's workshops - 10 - 4			31.20	VAT Exempt	N/A
Baby Splats			6.80		
Tripontium - Roman Britain school workshop			124.60	VAT Exempt	N/A
Roman Day			267.90	VAT Exempt	N/A
Arts Award 'Discover in a Day' school session per child			8.60	VAT Exempt	N/A
Sketch book journey school workshop			124.60	VAT Exempt	N/A
Historic loans box hire			8.60	VAT Exempt	N/A
Magic Carpet			143.30	VAT Exempt	N/A
Draw, Draw, Draw			124.60	VAT Exempt	N/A
Rugby Collection			118.40	VAT Exempt	N/A
Archaeological archive deposits, per box:					
Large box - £330.30 (up to 255mm x 405mm x 225mm)			330.30	VAT at 20%	Excluded
Small box - £165.15 (up to 268mm x 405mm x 80mm)			165.15	VAT at 20%	Excluded
Centre supervisor to stay after hours (hourly rate)			51.90	VAT at 20%	Excluded
Gallery Assistant (per hour)			38.80	VAT at 20%	Excluded
<u>Education Room 1 - hire charges</u>					
Per hour			29.30	VAT Exempt	N/A
National Charities/Education			23.50	VAT Exempt	N/A
Local Groups/Charities/Education			20.50	VAT Exempt	N/A
<u>Education Room 2 - hire charges</u>					
Per hour			20.70	VAT Exempt	N/A
National Charities/Education			16.60	VAT Exempt	N/A
Local Groups/Charities/Education			14.40	VAT Exempt	N/A
Note: Room Hire					
FULL day room hire offers a 5% discount					
Refreshments can be provided at an additional cost please contact service directly for details					
Rugby Open fee - single artwork			8.30	VAT at 20%	Excluded
Rugby Open fee - three artworks			21.70	VAT at 20%	Excluded
Rugby Open late collection of artwork fee (per artwork per day)			6.00	VAT at 20%	Excluded
Rugby Open commission on artwork sales			25% commission	VAT at 20%	N/A
The Benn Hall					
Monday - Thursday per hour					
Main Hall			45.00	VAT Exempt	N/A
Rokeby Room			30.00	VAT Exempt	N/A
Bar			25.00	VAT Exempt	N/A
Whole Building			75.00	VAT Exempt	N/A
Friday - Sunday & Bank Holidays per hour					
Main Hall			75.00	VAT Exempt	N/A
Rokeby Room			50.00	VAT Exempt	N/A
Bar			25.00	VAT Exempt	N/A
Whole Building			125.00	VAT Exempt	N/A
Use of Kitchen Facilities for the provision of:-					
Tea/Coffee/Squash/Biscuits			45.00	VAT Exempt	N/A
All other catering per hour			30.00	VAT Exempt	N/A
Show Packages					
Monday - Wednesday			500.00	VAT Exempt	N/A
Thursday to Sunday			700.00	VAT Exempt	N/A
NOTE:					
(a) Preparation time, if required, must be arranged at time of booking. Please note this cannot always be guaranteed.					
(b) Christmas Eve, New Year's Eve and New Year's Day will be charged at weekend rate.					
Sports and Recreation					
Use of Community Sports Coach			20.90	VAT Exempt	N/A

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
Use of a Play Ranger			20.90	VAT Exempt	N/A
Use of On Track Sports Leaders					
Schools (PPA/Lunch)			20.90	VAT Exempt	N/A
Sport Specific			25.40	VAT Exempt	N/A
Mentoring			25.40	VAT Exempt	N/A
Small Group Work			38.10	VAT Exempt	N/A
Youth Club			21.40	VAT out of Scope	N/A
Sport Leader Courses			38.10	VAT Exempt	N/A
Boxing Leader Courses			38.10	VAT Exempt	N/A
Parks					
Caldecott Park - to be fixed with the café leaseholder					
Special Events on Parks and Open Spaces					
Sports Tournaments			price on application	VAT Exempt	N/A
Charitable Events			no charge	N/A	N/A
Dog Shows - per opening day			366.50	VAT Exempt	N/A
Fairs/Circuses - per operating day			486.30	VAT Exempt	N/A
Fairs/Circuses - per setting up day			138.60	VAT Exempt	N/A
Returnable deposit for new fair/circus operator			384.10	VAT Exempt	N/A
Commercial Events			488.70	VAT Exempt	N/A
Filming rights (per day)			259.60	VAT Exempt	N/A
Ice Cream Licence			price on application	VAT at 20%	N/A
Sports Pitches					
SPORTS PITCHES ARE HIRED PER SESSION (not including time spent changing)					
All hirers must provide evidence of Public Liability insurance of £5 million and sign the current Terms and Condition of Hire					
Matches must be completed by 9pm Monday to Saturday and by 6pm on Sunday					
Rugby Football: 1 session is deemed to last up to 100 minutes					
Football: 1 session is deemed to last up to 120 minutes					
Cricket: 1 session is deemed to last up to 4 hours					
Changing Facilities: where booked will be charged per pitch session as above					
This is an unattended service provided to specific clubs/teams by prior agreement.					
An attended service is available for a casual booking - additional charge payable					
Where an all day booking is made, morning is deemed to be one session, afternoon one session and evening one session. Each session will be charged as detailed.					
Senior pitch hire					
Football, Rugby, Cricket, Gaelic Football		48.10	39.90	VAT Exempt	N/A
Intermediate pitch hire					
Football		37.60	31.70	VAT Exempt	N/A
Junior pitch hire					
Football, Rugby		24.65	21.15	VAT Exempt	N/A
Mini pitch hire					
Football		18.80	15.30	VAT Exempt	N/A
UNAUTHORISED USE OF FACILITIES - DOUBLE FEE PAYABLE					
Training (per training session)		12.90	12.90	VAT Exempt	N/A
Changing Rooms (subject to change as facilities are refurbished)					
Charged per session as above. Changing rooms are opened as for Football/Cricket, 30 minutes before kick-off, Rugby/Gaelic 60 minutes before kick-off and early opening - price on application.					
Unattended regular use through the season on specified number of occasions (minimum 10)					

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees				
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
Seniors per room per occasion (no refunds unless cancelled by Council)		27.00	27.00	VAT Exempt	N/A
Juniors per room per occasion (no refunds unless cancelled by Council)		18.80	18.80	VAT Exempt	N/A
Juniors					
Weekly access to toilets only (For season- dates as agreed)		305.50	305.50	VAT Exempt	N/A
Unattended casual use (less than 10 occasions)					
Seniors £18.00 per room per occasion		22.30	22.30	VAT at 20%	Included
Juniors £12.50 per room per occasion		15.30	15.30	VAT at 20%	Included
Attended Service					
Additional £25 payable			Additional £25 payable	VAT Exempt	N/A
Late Booking Charges					
Each Pitch (Including VAT)		12.90	12.90	VAT at 20%	Included
Changing room(s) (plus VAT as appropriate)		12.90	12.90	VAT at 20%	Excluded
Professional Trainers (per hour)		17.60	17.60	VAT Exempt	N/A
GROWTH AND INVESTMENT					
Planning Services					
Pre-application Charges					
Householder Extensions or Outbuildings			106.00		Included
Other Commercial Development			Price on application		
1-4 Dwellings, Agriculture, Change of Use or other Minor Development Proposals			460.00		Included
Additional Meeting or Advice Notice in regard to above			140.00		Included
5-9 Dwellings; or any development with 500m2 to 999m2 of Floor Space			1,235.00		Included
Additional Meeting or Advice Notice in regard to above			140.00		Included
10 to 49 dwellings; or any development up to 0.49; or 1,000 to 4,999 m2 of floor space			2,820.00		Included
Additional Meeting or Advice Notice in regard to above			590.00		Included
50 to 99 dwellings; or development 0.5 to 0.99ha or 5,000 to 9,999 m2 of floor space			4,345.00		Included
Additional Meeting or Advice Notice in regard to above			590.00		Included
100-199 Dwellings or development 1ha to 2ha			5,500.00		Included
Additional Meeting or Advice Notice in regard to above			1,055.00		Included
200+ Dwellings; or development greater than 2 ha; or gross floor area greater than 10,000m2			6,460.00		Included
Additional Meeting or Advice Notice in regard to above			1,055.00		Included
Planning Performance Agreements					
Major strategic developments where a Planning Performance Agreement (PPA) is required: to be negotiated on a case by case basis			price on application		
Planning Application Fees - set nationally					
<u>A Guide to the Fees for Planning Applications in England</u>			price on application		
Plan Printing – Size A0 + (per copy)			10.50	VAT at 20%	Included
Size A0			7.80	VAT at 20%	Included
Size A1			5.35	VAT at 20%	Included
Size A2			2.50	VAT at 20%	Included
Size A3			1.20	VAT at 20%	Included
Size A4			1.20	VAT at 20%	Included

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
Planning Decision Notices (including appeal decisions) Per copy			19.40	VAT at 20%	Included
Miscellaneous Documentation					
First copy from each file			1.20	VAT at 20%	Included
Subsequent copies (black and white) per side			0.11	VAT at 20%	Included
Subsequent copies (colour) per side			0.22	VAT at 20%	Included
Section 106 Agreements & Unilateral Undertakings					
- for any obligation related to Affordable Housing which contains eligibility criteria			590.00		
- for each obligation which only seeks a monetary contribution			590.00		
- 5% of the total financial contribution per obligation where additional ongoing monitoring is required over and above just a monetary contribution					
- Any large scale developments (such as 350 dwellings or more, or 15,000 square metres gross or more, including Sustainable Urban Extensions, will be subject to bespoke monitoring fee arrangements					
Additional monitoring fees for Section 106 Agreements, Unilateral Undertakings and Conditions					
- Site inspection fee			235.00		
- Approval of details/documents, including conditions per submission/compliance request			350.00		
- Deed of variation per s106/UU topic			695.00		
Building Control					
From 1st April 2015 regulatory activities will be undertaken by Warwick District Council as a shared partnership. Please visit www.warwickdc.gov.uk for further information.					
Land Charges					
Full Local Search LLC1 (no VAT) & Con29 (+VAT)			135.80	VAT at 20%	Included
Additional Questions each			44.90	VAT at 20%	Included
Additional Parcels each			28.70	VAT at 20%	Included
LLC1 (search only)			31.20	VAT out of Scope	N/A
Con29			128.00	VAT at 20%	Included
Con29 O - Optional Enquiries, except ones listed below			21.30	VAT at 20%	Included
Con29 O - Optional Enquiry 22			23.00	VAT at 20%	Included
Personal Search - free to view on the Council website					
Other CON29 questions					
Question 1.1 j, k, l			20.60	VAT at 20%	Included
Question 2			40.30	VAT at 20%	Included
Question 3.7			17.90	VAT at 20%	Included
Question 3.8			6.00	VAT at 20%	Included
Question 3.9			6.30	VAT at 20%	Included
Question 3.11			19.40	VAT at 20%	Included
Question 3.13			1.90	VAT at 20%	Included
Questions 5-21* (each)			15.00	VAT at 20%	Included
*We DO NOT answer Questions 4 & 16					
Land Charges					
Rugby Market Daily Pitch Fee (payable to CJ Events)			28.00		
REGULATION AND SAFETY					
Bereavement Services					
Adult rates apply to persons aged 18 or over					
Rainsbrook Crematorium					
Cremation Fees -inclusive of medical referee fees, unwitnessed scattering of ashes and environmental levy (where applicable)					
Child - up to 24 weeks gestation			no charge	VAT Exempt	N/A

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
Child - from 24 weeks gestation up to and including 17 years of age (N.B. this is not to be paid by the family but will be claimed from the Children's Funeral Fund by RBC)			300.00	VAT Exempt	N/A
Adult - service 9.00am - 4.00pm			1,025.00	VAT Exempt	N/A
Adult - no service 8.15am - 8.25am (no music, minister or family present)			610.00	VAT Exempt	N/A
Adult- no service with attendance 8.30am to 9am (max 25 people, 10 mins chapel time)			660.00	VAT Exempt	N/A
Cremation of body parts (if we did not cremate deceased)			235.00	VAT Exempt	N/A
Cremation of body parts (if we cremated deceased)			107.00	VAT Exempt	N/A
Weekend Surcharge					
Saturday cremation 10.00am - 12 noon - strict rotation			758.00	VAT Exempt	N/A
Saturday interment of cremated remains (am only)			320.00	VAT Exempt	N/A
Saturday scattering of cremated remains (am only)			128.00	VAT Exempt	N/A
Witnessed scattering of ashes when cremation has taken place at Rainsbrook			53.00	VAT Exempt	N/A
Scattering of ashes when cremation has taken place elsewhere			106.00	VAT Exempt	N/A
Wooden casket/biodegradable casket			75.00	VAT Exempt	N/A
Additional Biobox			15.00	VAT Exempt	N/A
			price on application		
Forwarding cremated remains by post (inland)				VAT at 20%	Included
Audio recording of services			75.00	VAT at 20%	Included
DVD recording of service			75.00	VAT at 20%	Included
Subsequent copies			75.00	VAT at 20%	Included
Download link			25.00		
Slideshow / Visual Tribute (price dependant on number of photos chosen)			90.00-140.00	VAT at 20%	Included
Webcast			90.00	VAT at 20%	Included
Use of Rainsbrook Ceremony Room (for a memorial service- no cremation)			352.00	VAT Exempt	N/A
Bearer's fee (advance booking only)			58.00	VAT Exempt	N/A
Late arrival / overrun per 15 minutes			352.00	VAT Exempt	N/A
Late cancellation			110.00	VAT Exempt	N/A
Late paperwork			37.00	VAT Exempt	N/A
Retention of ashes (per month, after first three months)			27.00	VAT Exempt	N/A
Duplicate Cremation certificate			16.00	VAT Exempt	N/A
Family history search			53.00	VAT Exempt	N/A
Memorial Items					
Book of Remembrance					
Two line entry			90.00	VAT at 20%	Included
Five line entry			150.00	VAT at 20%	Included
Five line entry with emblem			210.00	VAT at 20%	Included
Eight line entry			230.00	VAT at 20%	Included
Eight line entry with emblem			270.00	VAT at 20%	Included
Memorial Tree (Bronze Plaque only, 10 year lease)			550.00	VAT at 20%	Included
Memorial Barbican Plaque (5 year lease)			500.00	VAT at 20%	Included
Memorial Bench (Bronze Plaque only, 10 year lease)			550.00	VAT at 20%	Included
Desk Vase Tablet Package (50 year lease, inclusive price)			2,670.00	VAT Exempt	N/A
Granite Memorial additional charges			80.00-700.00		
Memorial Kerb (5 year lease)			800.00	VAT at 20%	Included
Tree of Life (10 year lease)			590.00	VAT at 20%	Included
Memorial Boulder (10 year lease)			750.00	VAT at 20%	Included
Armed Forces Plaque			600.00	VAT at 20%	Included
Transfer of ownership			100.00		
Reservation fee: Granite Memorial Annual Charge for Space only			120.00	VAT at 20%	Included
Rugby Borough Council Cemeteries					
Croop Hill Cemetery, Whinfield Cemetery, Watts Lane Cemetery, Clifton Road Cemetery					
Burial Charges					
Non-residents of Rugby are subject to triple fees in respect of Exclusive Right of Burial and Interment fees					
Purchase of Exclusive Right of Burial for 50 years					
Adult's Plot			2,000.00	VAT out of Scope	N/A
Reservation Fee			n/a	VAT out of Scope	N/A
Adult's Plot - Watts Lane Green Burial area (single depth only)			2,000.00	VAT out of Scope	N/A
Reservation Fee			n/a	VAT out of Scope	N/A
Interment fees - preparation and backfilling of grave					
Children- up to 24 weeks gestation			no charge		
Children -from 24 weeks gestation up to 17 yrs (N.B. this is not to be paid by the family but will be claimed from the Children's Funeral Fund) – all areas including Cloverleaf Memorial Garden			420.00		
Adult grave			1,010.00	VAT out of Scope	N/A

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees						
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C			VAT Type	VAT Included
	£	£	£				
Stepped single grave - for burial without coffin			1,060.00	VAT out of Scope	N/A		
Weekend surcharge - Saturday 9.30am to 12.00 noon (when agreed)			770.00	VAT out of Scope	N/A		
Construction of vault			price on application	VAT out of Scope	N/A		
Interment of Cremated Remains in a Cemetery							
Purchase of Exclusive Right of Burial for 50 yrs							
Cremation plot for 2 caskets (most plots are this size)			770.00	VAT out of Scope	N/A		
Cremation plot for 4 caskets (Croop Hill Cemetery)			890.00	VAT out of Scope	N/A		
Reservation Fee			420.00	VAT out of Scope	N/A		
Rugby Borough Council Cemeteries							
Interment fees (ashes)- preparation and backfilling of grave							
Children -from 24 weeks gestation up to 17 yrs (N.B. this is not to be paid by the family but will be claimed from the Children's Funeral Fund)			420.00				
Adult - interment of cremated remains			420.00	VAT out of Scope	N/A		
Adult - strewing of cremated remains under turf			235.00	VAT out of Scope	N/A		
Scattering of ashes on the surface is not permitted							
Use of Cemetery Chapel at Watts Lane or Croop Hill Cemeteries			120.00	VAT out of Scope	N/A		
On site appointment at cemeteries			50.00				
Use of Rainsbrook Ceremony Room (no cremation)			352.00	VAT Exempt	N/A		
Cemetery Memorial Tree with bronze plaque			550.00	VAT out of Scope	N/A		
Cemetery Memorial Bench			price on application	VAT at 20%	N/A		
Family History Search - Detailed genealogy research			55.00	VAT out of Scope	N/A		
Exhumation			price on application	VAT out of Scope	N/A		
Plaque on Whinfield Memorial Scrolls			250.00	VAT out of Scope	N/A		
Plaque on Watts Lane Memorial Book			250.00	VAT out of Scope	N/A		
Plaque on Child in Hand Memorial at Clifton Road			250.00	VAT out of Scope	N/A		
Transfer of ownership of reserved grave to non resident (2 x EROB charge)			4,000.00				
Transfer of ownership			100.00				
Administration charge			50.00				
Memorial Permit Fees							
Main Cemetery Areas (purchased graves only)							
Headstone (including any base slab)							
Up to 5'6" high x 3'0" wide x 1'6" deep			295.00	VAT out of Scope	N/A		
Vase							
Up to 1'3" high and 1'0" diameter			180.00	VAT out of Scope	N/A		
Plaque/tablet - Main Cemetery Section							
Up to 2'0" (h) x 2'6" (w) x 1'6" (d)							
Plaque/tablet - Whinfield Cremation Section			180.00	VAT out of Scope	N/A		
Up to 2'0" (h) x 2'0" (w) x 2'0" (d)			180.00	VAT out of Scope	N/A		
Plaque/tablet - Watts Lane Cremation Section							
Up to 2'0" (h) x 2'3" (w) x 2'0" (d)			180.00	VAT out of Scope	N/A		
Plaque/tablet - Croop Hill Cremation Section							
Up to 1'6" (h) x 1'6" (w) x 3'0" (d)			180.00	VAT out of Scope	N/A		
Added inscription to any memorial			180.00	VAT out of Scope	N/A		
Replacement of existing memorial where no amendment to previous approval			50.00		N/A		
Kerbstones including headstone (where permitted)			550.00	VAT out of Scope	N/A		
Kerbstones only (where permitted)			355.00	VAT out of Scope	N/A		
Oversized headstone			1,000.00	VAT out of Scope	N/A		
Cloverleaf Memorial Garden							
Contact Bereavement Services 01788 533715							
Pest Control							
			Advance payment	Pay by Invoice			
Domestic Pest Control							
Rats - up to 3 visits			41.60	65.09	VAT at 20% Included		
Mice - up to 3 visits			84.30	112.04	VAT at 20% Included		
Bedbugs - up to 2 visits			125.90	150.45	VAT at 20% Included		
Fleas - up to 2 visits			98.20	123.77	VAT at 20% Included		
Cockroaches - up to 3 visits			125.90	150.45	VAT at 20% Included		
Wasps and Hornets - up to 2 visits							
General charge			71.50	94.96	VAT at 20% Included		
Additional wasp nest (no concessions)			11.70	11.74	VAT at 20% Included		
Squirrels- up to 3 visits			83.20	107.77	VAT at 20% Included		

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
Commercial Pest Control					
Wasps (non contract)		103.50	130.17	VAT at 20%	Included
Wasps (contract)		77.90	103.50	VAT at 20%	Included
		Advance payment	Pay per hour		
Minimum charge 1 hour, charged per 30 minutes thereafter.					
Bedbugs, fleas and cockroaches		53.40	130.17	VAT at 20%	Included
Rats and Mice		77.90	123.77	VAT at 20%	Included
Contracts (additional treatment over and above agreed contracts terms and conditions)					
Bedbugs, fleas and cockroaches		51.20	103.50	VAT at 20%	Included
Rats and Mice		51.20	98.16	VAT at 20%	Included
		Advance payment	Pay per hour		
Miscellaneous					
Fumigation void premises		50.30	99.60	VAT at 20%	Included
House clearance		50.30	62.30	VAT at 20%	Included
Key collections (Rugby area only)		n/a	62.30	VAT at 20%	Included
Reclamation of Stray Dogs					
Untagged					
First Offence			95.00	VAT out of Scope	N/A
Subsequent Offence			105.00	VAT out of Scope	N/A
Tagged					
First Offence			70.00	VAT out of Scope	N/A
Subsequent Offence			90.00	VAT out of Scope	N/A
Kennel costs (per day) subject to third party increases			14.40	VAT at 20%	Included
Note: A day includes part days and is applied from the day of acceptance into the kennel.					
Micro-chipping is a service provided by the Councils Stray Dog Kennels Provider					
Licences and Permits					
Animal Licences					
House to House Licence					
			no charge	VAT out of Scope	N/A
Pet Shops/Selling of animals					
1 Year Licence			195.00	VAT out of Scope	N/A
2 Year Licence			320.00	VAT out of Scope	N/A
3 Year Licence			467.00	VAT out of Scope	N/A
Renewal			145.00	VAT out of Scope	N/A
Animal Boarding Establishments (large establishments- 7 and over)					
1 Year Licence			210.00	VAT out of Scope	N/A
2 Year Licence			367.00	VAT out of Scope	N/A
3 Year Licence			525.00	VAT out of Scope	N/A
Renewal			160.00	VAT out of Scope	N/A
Animal Boarding Establishments (small establishments- 6 and under)					
1 Year Licence			180.00	VAT out of Scope	N/A
2 Year Licence			315.00	VAT out of Scope	N/A
3 Year Licence			450.00	VAT out of Scope	N/A
Renewal			130.00	VAT out of Scope	N/A
Dog day care					
1 Year Licence			175.00	VAT out of Scope	N/A
2 Year Licence			300.00	VAT out of Scope	N/A
3 Year Licence			425.00	VAT out of Scope	N/A
Renewal			130.00	VAT out of Scope	N/A
Hiring of horses (plus annual vet's fee- payable separately)					
1 Year Licence			220.00	VAT out of Scope	N/A
2 Year Licence			385.00	VAT out of Scope	N/A
3 Year Licence			550.00	VAT out of Scope	N/A
Renewal			170.00	VAT out of Scope	N/A
Breeding of Dogs (plus vet's fee- payable separately)					
1 Year Licence			240.00	VAT out of Scope	N/A

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
2 Year Licence			420.00	VAT out of Scope	N/A
3 Year Licence			600.00	VAT out of Scope	N/A
Renewal			190.00	VAT out of Scope	N/A
Licences					
Keeping or training animals for exhibition (3 year licence)			180.00	VAT out of Scope	N/A
Keeping or training animals for exhibition (renewal)			130.00	VAT out of Scope	N/A
Re-rating visits			175.00	VAT out of Scope	N/A
Variation of a licence			130.00	VAT out of Scope	N/A
Dangerous Wild Animals Act (excluding vet fees)			315.00	VAT out of Scope	N/A
Zoo Licence (excluding vet fees)			625.00	VAT out of Scope	N/A
Skin Piercing etc., Acupuncture, tattooing, electrolysis and ear piercing (per practitioner)			165.00	VAT out of Scope	N/A
Skin Piercing etc., Acupuncture, tattooing, electrolysis and ear piercing (temporary events e.g. conventions and guest tattooists. Limited to 2 weeks and only if registered with another local authority - proof required.)			40.00	VAT out of Scope	N/A
Ear piercing only (per practitioner)			85.00	VAT out of Scope	N/A
Food Premises Registration			no charge	VAT out of Scope	N/A
Sex Establishment Licence			4,700.00	VAT out of Scope	N/A
Hypnotism			100.00	VAT out of Scope	N/A
Pavement Licence			60.00	VAT out of Scope	N/A
Note: all animal licences may be subject to further vet fees in accordance with the relevant legislation. All fees stated exclude vet fees.					
Pollution Prevention and Control					
The fee charging regime for these industries will change with effect from 1st April. The charging regime is set by Government annually. The new regime is risk based and full details are available on request or can be found at www.defra.gov.uk/environment/ppc/localauth/fees-risk/fees.htm					
Lotteries and Amusement					
Initial			40.00	VAT out of Scope	N/A
Renewal			20.00	VAT out of Scope	N/A
Licensing Act 2003					
Main Application Fee - per Rateable Band					
Band A			100.00	VAT out of Scope	N/A
Band B			190.00	VAT out of Scope	N/A
Band C			315.00	VAT out of Scope	N/A
Band D			450.00	VAT out of Scope	N/A
Band E			635.00	VAT out of Scope	N/A
Band D X (2)			900.00	VAT out of Scope	N/A
Band E X (3)			1,905.00	VAT out of Scope	N/A
Main Annual Charge					
Band A			70.00	VAT out of Scope	N/A
Band B			180.00	VAT out of Scope	N/A
Band C			295.00	VAT out of Scope	N/A
Band D			320.00	VAT out of Scope	N/A
Band E			350.00	VAT out of Scope	N/A
Band D X (2)			640.00	VAT out of Scope	N/A
Band E X (3)			1,050.00	VAT out of Scope	N/A
Variation					
Band A			100.00	VAT out of Scope	N/A
Band B			190.00	VAT out of Scope	N/A
Band C			315.00	VAT out of Scope	N/A
Band D			450.00	VAT out of Scope	N/A
Band E			635.00	VAT out of Scope	N/A
Personal Licences, Temporary Events and Other Fees					
Application for a grant or renewal of personal licence			37.00	VAT out of Scope	N/A
Temporary event notice			21.00	VAT out of Scope	N/A
Theft, loss etc. of premises licence or summary			10.50	VAT out of Scope	N/A
Application for a provisional statement where premises being built etc.			varies	VAT out of Scope	N/A
Notification of change of name or address			10.50	VAT out of Scope	N/A
Application to vary licence to specify individual as premises supervisor			23.00	VAT out of Scope	N/A
Application for transfer of premises licence			23.00	VAT out of Scope	N/A
Theft, loss etc. of certificate or summary			10.50	VAT out of Scope	N/A
Notification of change of name alteration of rules of club			10.50	VAT out of Scope	N/A
Change of relevant registered address of club			10.50	VAT out of Scope	N/A

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
Theft, loss etc. of temporary event notice			10.50	VAT out of Scope	N/A
Theft, loss etc. of personal licence			10.50	VAT out of Scope	N/A
Duty to notify change of name or address			10.50	VAT out of Scope	N/A
Right of freeholder etc. to be notified of licensing matters			21.00	VAT out of Scope	N/A
Interim Authority notice following death etc. of licence holder			23.00	VAT out of Scope	N/A
Licences					
Fees for Scrap Metal Dealers Act 2013 scrap metal licence applications and incidental costs					
Scrap metal dealer site licence application fee			350.00	VAT out of Scope	N/A
Scrap metal dealer site licence renewal fee			250.00	VAT out of Scope	N/A
Scrap metal dealer site licence variation fee			90.00	VAT out of Scope	N/A
Scrap metal dealer collector licence fee			250.00	VAT out of Scope	N/A
Scrap metal dealer collector renewal fee			230.00	VAT out of Scope	N/A
Scrap metal dealer collector variation fee			90.00	VAT out of Scope	N/A
Replacement licence			30.00	VAT out of Scope	N/A
Fees for Mobile Homes Act 2013 licence applications and incidental costs					
Application			250.00	VAT out of Scope	N/A
Annual fee 2 to 10 residential units			150.00	VAT out of Scope	N/A
Annual fee 11 to 30 residential units			220.00	VAT out of Scope	N/A
Annual fee 31+ residential units			300.00	VAT out of Scope	N/A
Compliance notice			335.00	VAT out of Scope	N/A
Transfer of licence			72.00	VAT out of Scope	N/A
Variation of licence			215.00	VAT out of Scope	N/A
Fees only apply to relevant mobile homes sites. If exempt, licence fee £nil, no annual fee, compliance notices do not apply and transfer or variation fees £nil.					
Gambling Act permit fees					
Licensed premises gaming machines permits:					
Grant			150.00	VAT out of Scope	N/A
Existing operator grant			100.00	VAT out of Scope	N/A
Variation			100.00	VAT out of Scope	N/A
Transfer			25.00	VAT out of Scope	N/A
Annual fee			50.00	VAT out of Scope	N/A
Change of name			25.00	VAT out of Scope	N/A
Copy of permit			15.00	VAT out of Scope	N/A
Licensed premises automatic notification process					
On Notification			50.00	VAT out of Scope	N/A
Club gaming permits					
Grant			200.00	VAT out of Scope	N/A
Grant (club premises certificate holder)			100.00	VAT out of Scope	N/A
Existing operator grant			100.00	VAT out of Scope	N/A
Variation			100.00	VAT out of Scope	N/A
Renewal			200.00	VAT out of Scope	N/A
Renewal (club premises certificate holder)			100.00	VAT out of Scope	N/A
Annual fee			50.00	VAT out of Scope	N/A
Copy of permit			15.00	VAT out of Scope	N/A
Club machine permits					
Grant			200.00	VAT out of Scope	N/A
Grant (club premises certificate holder)			100.00	VAT out of Scope	N/A
Existing operator grant			100.00	VAT out of Scope	N/A
Variation			100.00	VAT out of Scope	N/A
Renewal			200.00	VAT out of Scope	N/A
Renewal (club premises certificate holder)			100.00	VAT out of Scope	N/A
Annual fee			50.00	VAT out of Scope	N/A
Copy of permit			15.00	VAT out of Scope	N/A
Family entertainment centre gaming machine permits					
Grant			300.00	VAT out of Scope	N/A
Renewal			300.00	VAT out of Scope	N/A
Existing operator grant			100.00	VAT out of Scope	N/A
Change of name			25.00	VAT out of Scope	N/A
Copy of permit			15.00	VAT out of Scope	N/A
Prize gaming permits					
Grant			300.00	VAT out of Scope	N/A
Renewal			300.00	VAT out of Scope	N/A
Existing operator grant			100.00	VAT out of Scope	N/A
Change of name			25.00	VAT out of Scope	N/A

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
Copy of permit			15.00	VAT out of Scope	N/A
Gambling Act Licences					
Converted Casino					
Non-conversion provisional statement			no charge	VAT out of Scope	N/A
Non-conversion application			no charge	VAT out of Scope	N/A
1st Annual fee			2,400.00	VAT out of Scope	N/A
Annual fee			2,400.00	VAT out of Scope	N/A
Vary licence			1,600.00	VAT out of Scope	N/A
Transfer licence			1,080.00	VAT out of Scope	N/A
Reinstatement of licence			1,080.00	VAT out of Scope	N/A
Provisional			no charge	VAT out of Scope	N/A
Bingo					
Non conversion provisional statement			960.00	VAT out of Scope	N/A
Non conversion application			2,800.00	VAT out of Scope	N/A
1st annual fee			800.00	VAT out of Scope	N/A
Annual fee			800.00	VAT out of Scope	N/A
Vary Licence			1,400.00	VAT out of Scope	N/A
Transfer Licence			960.00	VAT out of Scope	N/A
Reinstatement of licence			960.00	VAT out of Scope	N/A
Provisional			2,800.00	VAT out of Scope	N/A
Gambling Act Permit Fees					
Adult Gaming Centre					
Non conversion provisional statement			960.00	VAT out of Scope	N/A
Non conversion application			1,600.00	VAT out of Scope	N/A
1st annual fee			800.00	VAT out of Scope	N/A
Annual fee			800.00	VAT out of Scope	N/A
Vary licence			800.00	VAT out of Scope	N/A
Transfer licence			960.00	VAT out of Scope	N/A
Reinstatement of licence			960.00	VAT out of Scope	N/A
Provisional			1,600.00	VAT out of Scope	N/A
Track betting					
Non conversion provisional statement			790.00	VAT out of Scope	N/A
Non conversion application			2,050.00	VAT out of Scope	N/A
1st annual fee			830.00	VAT out of Scope	N/A
Annual fee			830.00	VAT out of Scope	N/A
Vary licence			1,050.00	VAT out of Scope	N/A
Transfer Licence			790.00	VAT out of Scope	N/A
Reinstatement of licence			790.00	VAT out of Scope	N/A
Provisional			2,100.00	VAT out of Scope	N/A
Betting (other)					
Non conversion provisional statement			1,000.00	VAT out of Scope	N/A
Non conversion application			2,500.00	VAT out of Scope	N/A
1st annual fee			500.00	VAT out of Scope	N/A
Annual fee			500.00	VAT out of Scope	N/A
Vary licence			1,250.00	VAT out of Scope	N/A
Transfer licence			1,000.00	VAT out of Scope	N/A
Re-instatement of licence			1,000.00	VAT out of Scope	N/A
Provisional			2,500.00	VAT out of Scope	N/A
Family Entertainment Centre					
Non conversion provisional statement			790.00	VAT out of Scope	N/A
Non conversion application			1,650.00	VAT out of Scope	N/A
1st annual fee			625.00	VAT out of Scope	N/A
Annual fee			625.00	VAT out of Scope	N/A
Vary licence			830.00	VAT out of Scope	N/A
Transfer licence			790.00	VAT out of Scope	N/A
Re-instatement of licence			790.00	VAT out of Scope	N/A
Provisional			1,650.00	VAT out of Scope	N/A
Temporary Use Notices			500.00	VAT out of Scope	N/A
Copy of Licences			25.00	VAT out of Scope	N/A
Notification of Change of Licence			50.00	VAT out of Scope	N/A
Hackney Carriages					
Vehicle Licence- New (valid for one year)			200.00	VAT out of Scope	N/A
Vehicle Licence- Renewal (valid for one year)			190.00		
Vehicle Licence- if vehicle six years + (valid for 6 months)			100.00		
Transfer of Vehicle Licence			190.00	VAT out of Scope	N/A
Replacement Vehicle Plate			20.00	VAT out of Scope	N/A
Replacement Vehicle Plate Bracket			10.00		
DBS checks			50.00	VAT out of Scope	N/A

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
Knowledge Test			40.00	VAT out of Scope	N/A
DVLA check			10.00		
Transfer of Proprieter			10.00		
Vehicle Safety Check (Carried out by Rugby Borough Council Work Services)			50.00	VAT at 20%	Included
Vehicle Safety Check cancellation fee			10.00		
Private Hire Vehicles					
Vehicle Licence- New (valid for one year)			200.00	VAT out of Scope	N/A
Vehicle Licence- Renewal (valid for one year)			190.00		
Vehicle Licence- if vehicle six years + (valid for 6 months)			100.00		
Transfer of Vehicle Licence			190.00		
Operator's Licence:					
New Applications (valid for 5 years):					
1-4 Vehicles			790.00	VAT out of Scope	N/A
5-9 Vehicles			860.00	VAT out of Scope	N/A
10-19 Vehicles			970.00	VAT out of Scope	N/A
20+ Vehicles			1,130.00		
Application Renewal (valid for 5 years)					
1-4 Vehicles			790.00	VAT out of Scope	N/A
5-10 Vehicles			860.00	VAT out of Scope	N/A
10 or more Vehicles			970.00	VAT out of Scope	N/A
20+ Vehicles			1,130.00		
Driver's Licence - Dual Hackney and PHV Licence:					
New Application (Valid for 3 years)			480.00	VAT out of Scope	N/A
Application Renewal (Valid for 3 years)			480.00	VAT out of Scope	N/A
Transfer of Vehicle Licence			190.00	VAT out of Scope	N/A
Replacement Vehicle Plate			20.00	VAT out of Scope	N/A
Replacement Vehicle Plate Bracket			10.00		
Knowledge Test			40.00	VAT out of Scope	N/A
Replacement Operators License			10.00		
Transfer of Proprieter			10.00		
Replacement of Dual Drivers License/PHV License (Badge)			20.00		
Vehicle Safety Check (Carried out by Rugby Borough Council Work Services)			50.00	VAT out of Scope	N/A
Vehicle Safety Check cancellation fee			10.00		
Car Parks and Parking					
Off Street Parking					
John Barford Car Park					
Up to 3 hours			1.00	VAT at 20%	Included
Up to 5 hours			2.50	VAT at 20%	Included
Up to 11 hours			5.00	VAT at 20%	Included
Sunday			1.00	VAT at 20%	Included
Railway Terrace/Gas Street/Old Market Place					
Up to 3 hours			1.00	VAT at 20%	Included
Up to 5 hours			4.00	VAT at 20%	Included
Up to 11 hours			10.00	VAT at 20%	Included
Sunday			no charge	VAT at 20%	Included
Chestnut Field/North Street/Little Church Street/Evreux Way					
Up to 2 hours			1.00	VAT at 20%	Included
Up to 3 hours			1.30	VAT at 20%	Included
Sunday			1.00	VAT at 20%	Included
Westway					
Up to 5 hours			2.50	VAT at 20%	Included
Up to 11 hours			5.00	VAT at 20%	Included
Sunday			no charge	VAT at 20%	Included
Newbold Road					
Up to 3 hours			1.00	VAT at 20%	Included
Up to 5 hours (weekdays only)			4.00	VAT at 20%	Included
Up to 11 hours			10.00	VAT at 20%	Included
Saturday up to 11 hours			3.00	VAT at 20%	Included
Sunday			no charge	VAT at 20%	Included
Penalty Charges					
Penalty charge			50.00 or 70.00	VAT out of Scope	Excluded
Penalty charge if paid within 14 days			25.00 or 35.00	VAT out of Scope	Excluded
Car Parks and Parking					
Season Tickets - Day Passes					

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees						
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C			VAT Type	VAT Included
	£	£	£				
John Barford/Westway							
3 months			120.00	VAT at 20%	Included		
6 months			215.00	VAT at 20%	Included		
Yearly			400.00	VAT at 20%	Included		
Railway Terrace/Gas Street/Old Market Place							
3 months			180.00	VAT at 20%	Included		
6 months			325.00	VAT at 20%	Included		
Yearly			615.00	VAT at 20%	Included		
Other Charges							
Vehicles over 3 tonnes/Coaches			not permitted	VAT at 20%	Included		
Caravan/trailers and towing vehicles used for exhibitions, trade etc. (per space)			10.00	VAT at 20%	Included		
Enforcement Charges							
Fixed Penalty Fines							
The Council has, where possible, determined to set its own level of fines within the standard range of penalties. The general formula is adopted to set the default penalty level to be the maximum possible within the range for that offence. However, this penalty is DISCOUNTED to the minimum penalty possible within the range, IF the penalty is paid within 10 days in the case of Public Space Protection Orders and Fly tipping, and 7 days for all other listed offences.							
	Fixed Penalty	Maximum	Discount				
Depositing Litter	500.00	2,500.00	400.00	VAT out of Scope	N/A		
Graffiti and fly posting	500.00	2,500.00	400.00	VAT out of Scope	N/A		
Nuisance parking	100.00	2,500.00	60.00	VAT out of Scope	N/A		
Fly tipping	1,000.00	unlimited	750.00	VAT out of Scope	N/A		
Exposing vehicles for sale on a road	100.00	2,500.00	no discount	VAT out of Scope	N/A		
Repairing vehicles on a road	100.00	2,500.00	no discount	VAT out of Scope	N/A		
Abandoning a vehicle	200.00	2,500.00	120.00	VAT out of Scope	N/A		
Unauthorised distribution of free printed matter	80.00	2,500.00	50.00	VAT out of Scope	N/A		
Failure to furnish documentation (Waste Carriers Licence)	300.00	unlimited	no discount	VAT out of Scope	N/A		
Failure to produce authority (Waste Transfer Note)	300.00	unlimited	no discount	VAT out of Scope	N/A		
Failure to comply with a Public Space Protection Order	100.00	2,500.00	75.00	VAT out of Scope	N/A		
Failure to comply with a Community Protection Notice (Individual)	100.00	2,500.00	no discount	VAT out of Scope	N/A		
Failure to comply with a Community Protection Notice (Business)	100.00	unlimited	no discount	VAT out of Scope	N/A		
Failure to comply with noise warning notice (licenced)	500.00	unlimited	no discount	VAT out of Scope	N/A		
Failure to comply with a Public Space Protection Order (Dogs)	100.00	1,000.00	50.00	VAT out of Scope	N/A		
Landlords							
Implementation of the Smoke and Carbon Monoxide Alarm (England) Regulations 2015 on 1st April 2015 will result in penalty charges being issued against landlords where they have breached their legal duties in relation to offences under the regulations which require landlords to provide smoke alarms and carbon monoxide alarms in rented properties:							
		Charges Imposed	If Paid Within 14 Days				
First Offence		1,000.00	750.00	VAT out of Scope	N/A		
Second Offence		2,000.00	n/a	VAT out of Scope	N/A		
Third Offence (and all Consequent Offences)		5,000.00	n/a	VAT out of Scope	N/A		
Enforcement Charges							
Officer Rates							
For reclaiming officer costs when investigating matters that result in a legal proceeding being instituted etc.							
Category A - salary grade D and below			58.50	VAT out of Scope	N/A		
Category B - salary grade E to F			77.10	VAT out of Scope	N/A		
Category C - salary grade G			98.50	VAT out of Scope	N/A		
Category D - Heads of Service or above			117.20	VAT out of Scope	N/A		
Administration charges for works in default etc.:							
For each property or person responsible, minimum fee to apply until hourly rate and associated costs exceed this figure							
			71.00	VAT out of Scope	N/A		

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees				
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
				VAT Type	VAT Included
Any associated letters, reports etc.			14.90	VAT out of Scope	N/A
Officers statement for solicitors (minimum 1 hour)			officer rates	VAT out of Scope	N/A
Mileage charged at current casual user rates					
Note: Fees and Charges marked with an asterisk ** are set by national legislation and will be amended as and when specified charges are amended					
		Normal	Exempt		
Housing					
Private Housing Inspection and Assessment for Immigration and other purposes			250.00	VAT out of Scope	N/A
House in Multiple Occupation Licence fee (valid for 5 years):					
Where Landlord approaches Council:				VAT out of Scope	N/A
1-6 occupants			1,362.00	VAT out of Scope	N/A
7-11 occupants			1,556.00	VAT out of Scope	N/A
12+ occupants			1,694.00	VAT out of Scope	N/A
Surcharge where Landlord is found to be running an unlicensed HMO (in additional to relevant application fee)			500.00	VAT out of Scope	N/A
Renewal of an HMO Licence (valid for 5 years)			1,177.00	VAT out of Scope	N/A
Copy of Licence			34.00	VAT out of Scope	N/A
Variation of Licence			205.00	VAT out of Scope	N/A
Revoking licence			205.00	VAT out of Scope	N/A
Service of Hazard awareness notice			0.00	VAT out of Scope	N/A
Service of formal notice/order			629.00	VAT out of Scope	N/A
Additional notices/orders for multiple hazards			63.00	VAT out of Scope	N/A
DBS check			50.00	VAT out of Scope	N/A
Public Registers and other information					
All public registers can be viewed in person free of charge and attempts are being made to make some or all of these available on the internet.					
Contaminated land and pollution searches:			price on application	VAT out of Scope	N/A
Complete copies of list of Registered Food Premises			320.00	VAT out of Scope	N/A
Partial copies of the list of Registered Food Premises			0.00	VAT out of Scope	N/A
Copies of or from other Public Registers:					
Complete premises files (printed, plus photocopying charge)			40.00	VAT out of Scope	N/A
Partial extracts form premises file (per request, plus copying)			20.00	VAT out of Scope	N/A
Printed copies of Air Quality Assessment Reports etc			51.00	VAT out of Scope	N/A
Information may be available in an electronic format. Prices available on request.					
OPERATIONS AND TRADED					
Waste Collection					
Bulky Waste Collection - up to 3 items			33.30	VAT out of Scope	N/A
Each Additional Item:					
Up to a maximum of 6			6.80	VAT out of Scope	N/A
Over 6 household items or any number of garden items (sheds, play equipment)					
Cancellation Fee			4.40	VAT out of Scope	N/A
Domestic Garden Waste Collection (annual subscription)- charge per bin			45.00	VAT out of Scope	N/A

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
Trade Waste			price on application	VAT out of Scope	N/A
Emptying of Litter/Dog Waste Bin not on the Public Highway			2.50 per bin per empty		
Miscellaneous Highways Services					
Fit a wall mount street nameplate			price on application	VAT out of Scope	N/A
Install a floor mount street nameplate			price on application		
Remove a street nameplate			price on application		
Remove old street nameplate & install new at same time			price on application		
Fix a nameplate leg			price on application		
Install post mount litter bin			price on application		
Install steel floor mount bin on existing pad			price on application		
Install new concrete pad for floor mount litter bin			price on application		
Install floor mount litter bin and concrete pad			price on application		
Total installation cost for cast iron floor mount bin			price on application		
Install cast iron floor mount bin on existing pad			price on application		
Remove a bin			price on application		
Remove a cast iron bin			price on application		
Install post in concrete for dog waste bin			price on application		
Install dog waste bin			price on application		
Install wheelistat			price on application		
Install a bench on existing pad			price on application		
Assemble and install a bench on existing pad			price on application		
Lay a concrete pad for a standard new bench			price on application		
Install a new bench and concrete pad			price on application		
Install slabs on concrete for bench installation			price on application		
Remove a bench			price on application		
Install 1 bike hoop in existing hard surface			price on application		
Construct a pad (tarmac) and install 3 bike hoops			price on application		
Handy Person Service					
Handy Person Service			price on application	VAT at 20%	N/A
Housing Services					
Replacement access fobs			15.00	VAT at 20%	Included
Welfare Services					
Lifeline Personal Alarm Service - weekly charge			5.50	VAT at 20%	Excluded
Lifeline Pendant					
Fall Detector					
GSM Pendant					
Some residents may qualify for a VAT exemption.					
Emergency Housing					
Housing Guest Bedroom Charges (Including VAT)			17.60	VAT at 20%	Excluded
Mobile Homes					
Pitch Fees			148.64	VAT at 20%	N/A
Street Naming and Numbering					
Add a name to an existing address - Price per address			31.20	VAT at 20%	Included
Change an existing address - Price per address			31.20	VAT at 20%	Included
Register a new address - Price per address			31.20	VAT at 20%	Included
New Addresses on Large Developments - Price per 2 - 5 plots			124.60	VAT at 20%	Included
New Addresses on Large Developments - Price per 6 - 10 plots			249.30	VAT at 20%	Included
New Addresses on Large Developments - Price per 11 - 19 plots			373.80	VAT at 20%	Included
New Addresses on Large Developments - Price per 20+ plots			498.50	VAT at 20%	Included

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
plots			18.70	VAT at 20%	Included
Register a new Street - Price per street			124.60	VAT at 20%	Included
Rename an existing street - Price per street			249.30	VAT at 20%	Included
+ a per address charge - Price per address			31.20	VAT at 20%	Included
FINANCE, PERFORMANCE, LEGAL AND GOVERNANCE					
Legal Services					
Copy Document – S106 Agreement: Bilateral Agreement or Unilateral Undertaking*			77.70	VAT at 20%	Included
Copy Document – S106 Agreement: Supplemental Deed or Deed of Variation*			40.30	VAT at 20%	Included
Copy Document – TPO*			40.30	VAT at 20%	Included
Ex-Council House Consent			77.70	VAT at 20%	Included
Ex-Council House Consent: Retrospective			114.90	VAT at 20%	Included
Copy Document – Lease or Shared Ownership Lease			76.90	VAT at 20%	Included
Copy Document – Enforcement Notices			23.00	VAT at 20%	Included
Copy Document – Smoke Control Order			38.10	VAT at 20%	Included
Ex-Council House Deed of Postponement			77.70	VAT at 20%	Included
Ex-Council House Letter of Compliance			77.70	VAT at 20%	Included
Leasehold Enquiries			114.90	VAT at 20%	Included
Certificate of Existence			16.00	VAT at 20%	Included
* Standard turnaround for copies is 1-3 working days. However, if any of the above documents require expediting straight away, an additional £30.00 is added to each.					
Copy documents will be emailed out to customers where possible. A number of copy documents are available on the Council's publicly accessible registers and customers are requested to check these registers prior to making a request for a copy document. Where the Council has already scanned a copy document in and holds an electronic version that can be emailed to the customer, an administration charge of £15 will be made rather than the fee shown above.					
Electoral Register					
The Open Electoral Register can be purchased in either data or paper form:-					
Fee for data copy £20.00 plus £1.50 for every 1,000 entries or part thereof purchased				VAT out of Scope	N/A
Fee for paper copy £10.00 plus £5.00 for every 1,000 entries or part thereof purchased				VAT out of Scope	N/A
EXECUTIVE DIRECTOR					
Freedom of Information Request					
Freedom of Information and Environmental Information Regulation requests are charged for in just two cases:-					
- where the cost of answering the enquiry goes over £450; and					
- where there are costs for preparing the information e.g. printing, photocopying, postage, providing information in other formats (CD-ROM, audio cassette, translation)					
The time spent dealing with the above is calculated at £25 per hour. With the majority of requests the costs will be less than £450 and we will make no charge for the work involved.					
If however, the cost of dealing with your request goes over £450 we will contact you to discuss the information					

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
you have requested and the cost of providing it. If you still want the information in a format that is going to take the cost over that limit, then we will charge you the full amount.					
<ul style="list-style-type: none"> - Photocopying or printing material; - Postage; - Producing material in a different format when requested e.g. CD Rom, audio cassette; - Providing extracts of databases; - Translating the material into a different language where requested; - Allowing you to reasonable time to inspect a record containing the information (FOI only); - 10p per A4 sheet for printing or photocopying, black and white; - 20p per A3 sheet for printing of photocopying, black and white; - 92p per A4 sheet for printing or photocopying, colour; - £1.24 per A3 sheet for printing or photocopying, colour; - Postage costs - documents will be sent by second class mail unless specified otherwise; - Any costs involving staff time will be charged at £25 per hour. 					
We can charge for these costs in all cases, whether or not we can also charge for the prescribed costs.					
If the total cost is less than £10, there is no charge.					

Summary of Fees that have increased by more than 15%

	Proposed Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
The Benn Hall					
Monday - Thursday per hour					
Main Hall			45.00	VAT Exempt	N/A
Rokeby Room			30.00	VAT Exempt	N/A
Bar			25.00	VAT Exempt	N/A
Whole Building			75.00	VAT Exempt	N/A
Friday - Sunday & Bank Holidays per hour					
Main Hall			75.00	VAT Exempt	N/A
Rokeby Room			50.00	VAT Exempt	N/A
Bar			25.00	VAT Exempt	N/A
Whole Building			125.00	VAT Exempt	N/A
Use of Kitchen Facilities for the provision of:-					
All other catering per hour			30.00	VAT Exempt	N/A
Show Packages					
Monday - Wednesday			500.00	VAT Exempt	N/A
Thursday to Sunday			700.00	VAT Exempt	N/A
Land Charges					
Con29			128.00	VAT at 20%	Included
Con29 O - Optional Enquiries, except ones listed below			21.30	VAT at 20%	Included
Con29 O - Optional Enquiry 22			23.00	VAT at 20%	Included
Rainsbrook Crematorium					
Cremation Fees -inclusive of medical referee fees, unwitnessed scattering of ashes and environmental levy (where applicable)					
Child - from 24 weeks gestation up to and including 17 years of age (N.B. this is not to be paid by the family but will be claimed from the Children's Funeral Fund by RBC)			300.00	VAT Exempt	N/A
Additional Biobox			15.00	VAT Exempt	N/A

FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2024

	Approved Fees			VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees C		
	£	£	£		
Subsequent copies			75.00	VAT at 20%	Included
Download link			25.00		
Memorial Barbican Plaque (5 year lease)			500.00	VAT at 20%	Included
Memorial Kerb (5 year lease)			800.00	VAT at 20%	Included
Armed Forces Plaque			600.00	VAT at 20%	Included
Rugby Borough Council Cemeteries					
Purchase of Exclusive Right of Burial for 50 years					
Adult's Plot			2,000.00	VAT out of Scope	N/A
Reservation Fee			n/a	VAT out of Scope	N/A
Adult's Plot - Watts Lane Green Burial area (single depth only)			2,000.00	VAT out of Scope	N/A
Reservation Fee			n/a	VAT out of Scope	N/A
Cemetery Memorial Tree with bronze plaque			550.00	VAT out of Scope	N/A
Plaque on Whinfield Memorial Scrolls			250.00	VAT out of Scope	N/A
Plaque on Watts Lane Memorial Book			250.00	VAT out of Scope	N/A
Plaque on Child in Hand Memorial at Clifton Road			250.00	VAT out of Scope	N/A
Oversized headstone			1,000.00	VAT out of Scope	N/A
Housing					
Private Housing Inspection and Assessment for Immigration and other purposes			250.00	VAT out of Scope	N/A
Renewal of an HMO Licence (valid for 5 years)			1,177.00	VAT out of Scope	N/A
Copy of Licence			34.00	VAT out of Scope	N/A
Variation of Licence			205.00	VAT out of Scope	N/A
Revoking licence			205.00	VAT out of Scope	N/A
Service of formal notice/order			629.00	VAT out of Scope	N/A
Additional notices/orders for multiple hazards			63.00	VAT out of Scope	N/A
Waste Collection					
Domestic Garden Waste Collection (annual subscription)- charge per bin			48.00	VAT out of Scope	N/A