

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
<b>S</b>							
<b>LEISURE AND WELLBEING</b>							
<b>Rugby Art Gallery and Museum (RAGM)</b>							
Floor One Gallery artist exhibition hire 2 weeks			152.50		155.10	VAT Exempt	Excluded
Public Liability Insurance administration fee (Floor One Gallery)			32.40		33.00	VAT Exempt	Excluded
Children's workshops - 2 hours			12.50		12.70	VAT Exempt	Excluded
Children's workshops - 10 - 4			31.20		31.70	VAT Exempt	Excluded
Baby Splats			6.80		6.90		
Tripontium - Roman Britain school workshop			124.60		126.70	VAT Exempt	Excluded
Roman Day			267.90		272.50	VAT Exempt	Excluded
Arts Award 'Discover in a Day' school session per child			8.60		8.70	VAT Exempt	Excluded
Sketch book journey school workshop			124.60		126.70	VAT Exempt	Excluded
Historic loans box hire			8.60		8.70	VAT Exempt	Excluded
Magic Carpet			143.30		145.70	VAT Exempt	Excluded
Draw, Draw, Draw			124.60		126.70	VAT Exempt	Excluded
Rugby Collection			118.40		120.40	VAT Exempt	Excluded
Archaeological archive deposits, per box:							
Large box - £330.30 ( up to 255mm x 405mm x 225mm)			330.30		330.30	VAT at 20%	Excluded
Small box - £165.15 (up to 268mm x 405mm x 80mm)			165.15		165.15	VAT at 20%	Excluded
Centre supervisor to stay after hours (hourly rate)			51.90		52.80	VAT at 20%	Excluded
Gallery Assistant (per hour)			38.80		39.50	VAT at 20%	Excluded
<u>Education Room 1 - hire charges</u>							
Per hour			29.30		29.80	VAT Exempt	Excluded
National Charities/Education			23.50		23.90	VAT Exempt	Excluded
Local Groups/Charities/Education			20.50		20.80	VAT Exempt	Excluded
<u>Education Room 2 - hire charges</u>							
Per hour			20.70		21.10	VAT Exempt	N/A
National Charities/Education			16.60		16.90	VAT Exempt	N/A
Local Groups/Charities/Education			14.40		14.60	VAT Exempt	N/A
<b>Note: Room Hire</b>							
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		8.40	VAT at 20%	Included
Rugby Open fee - three artworks			21.70		22.10	VAT at 20%	Included
Rugby Open late collection of artwork fee (per artwork per day)			6.00		6.10	VAT at 20%	Included
Rugby Open commission on artwork sales			25% commission		25% commission	VAT at 20%	Included
<b>The Benn Hall</b>							
Monday - Thursday per hour							
Main Hall			45.00		45.00	VAT Exempt	N/A
Rokeby Room			30.00		30.00	VAT Exempt	N/A
Bar			25.00		25.00	VAT Exempt	N/A
Whole Building			75.00		75.00	VAT Exempt	N/A
Friday 9-5 per hour							
Main Hall			75.00		75.00	VAT Exempt	N/A
Rokeby Room			50.00		50.00	VAT Exempt	N/A
Bar			25.00		25.00	VAT Exempt	N/A
Whole Building			125.00		125.00	VAT Exempt	N/A
Friday from 5pm, Saturday, Sunday & Bank Holidays per hour							
Whole Building Only £125							
Use of Kitchen Facilities for the provision of:-							
Tea/Coffee/Squash/Biscuits			45.00		45.00	VAT Exempt	N/A
All other catering per hour			30.00		30.00	VAT Exempt	N/A
Show Packages							
Monday - Wednesday			500.00		520.00	VAT Exempt	N/A
Thursday to Sunday			700.00		820.00	VAT Exempt	N/A
<b>NOTE:</b>							
(a) Preparation time, if required, must be arranged at time of booking. Please note this cannot always be guaranteed.							
<b>Sports and Recreation</b>							
Use of Community Sports Coach			20.90		21.30	VAT Exempt	N/A
Use of a Play Ranger			20.90		21.30	VAT Exempt	N/A
<b>Use of On Track Sports Leaders</b>							
Schools (PPA/Lunch)			20.90		21.30	VAT Exempt	N/A
Sport Specific			25.40		25.80	VAT Exempt	N/A
Mentoring			25.40		25.80	VAT Exempt	N/A
Small Group Work			38.10		38.70	VAT Exempt	N/A
Youth Club			21.40		21.80	VAT out of Scope	N/A
Sport Leader Courses			38.10		38.70	VAT Exempt	N/A
Boxing Leader Courses			38.10		38.70	VAT Exempt	N/A
<b>Parks</b>							

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
Caldecott Park - to be fixed with the café leaseholder							
<b>Special Events on Parks and Open Spaces</b>							
Sports Tournaments			price on application		price on application	VAT Exempt	N/A
Charitable Events			no charge		no charge	N/A	N/A
Dog Shows - per opening day			366.50		372.70	VAT Exempt	N/A
Fairs/Circuses - per operating day			486.30		494.60	VAT Exempt	N/A
Fairs/Circuses - per setting up day			138.60		141.00	VAT Exempt	N/A
Returnable deposit for new fair/circus operator			384.10		390.60	VAT Exempt	N/A
Commercial Events			488.70		497.00	VAT Exempt	N/A
Filming rights (per day)			259.60		264.00	VAT Exempt	N/A
Ice Cream Licence			price on application		price on application	VAT at 20%	N/A
<b>Sports Pitches</b>							
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.							
<b>Senior pitch hire</b>							
			Single Booking	Block Booking			
Football, Rugby, Cricket, Gaelic Football ( <b>Block Booking, sports teams or coaches</b> )			45.10	39.90	45.80	VAT Exempt	Excluded
Football, Rugby, Cricket, Gaelic Football ( <b>Single Booking</b> )			45.10	39.90	54.96	VAT at 20%	Included
<b>Intermediate pitch hire</b>							
Football ( <b>Block Booking, sports teams or coaches</b> )			35.20	31.70	35.70	VAT Exempt	Excluded
Football, Rugby, Cricket, Gaelic Football ( <b>Single Booking</b> )			35.20	31.70	42.84	VAT at 20%	Included
<b>Junior pitch hire</b>							
Football, Rugby ( <b>Block Booking, sports teams or coaches</b> )			35.20	31.70	35.70	VAT Exempt	Excluded
Football, Rugby, Cricket, Gaelic Football ( <b>Single Booking</b> )			35.20	31.70	42.84	VAT at 20%	Included
<b>Mini pitch hire</b>							
Football ( <b>Block Booking, sports teams or coaches</b> )			17.60	15.30	17.90	VAT Exempt	N/A
Football, Rugby, Cricket, Gaelic Football ( <b>Single Booking</b> )			17.60	15.30	21.48	VAT at 20%	Included
<b>UNAUTHORISED USE OF FACILITIES - DOUBLE FEE PAYABLE</b>							
Training (per training session) ( <b>Block Booking, sports teams or coaches</b> )							
Training (per training session) ( <b>Single Booking</b> )			12.10	12.90	12.30	VAT Exempt	N/A
			12.10	12.90	14.76	VAT at 20%	Included
<b>Changing Rooms (subject to change as facilities are refurbished)</b>							
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.							
<b>Unattended regular use through the season on specified number of occasions (minimum 10)</b>							
Seniors per room per occasion (no refunds unless cancelled by Council)				27.00	27.50	VAT Exempt	N/A
Juniors per room per occasion (no refunds unless cancelled by Council)				18.80	19.10	VAT Exempt	N/A
<b>Juniors</b>							
Weekly access to toilets only (For season- dates as agreed)				305.50	310.70	VAT Exempt	N/A
<b>Unattended casual use (less than 10 occasions)</b>							
Seniors £18.00 per room per occasion				22.30	22.70	VAT at 20%	Included
Juniors £12.50 per room per occasion				15.30	15.60	VAT at 20%	Included
<b>Attended Service</b>							
Additional £25 payable				Additional £25 payable	Additional £25 payable	VAT Exempt	N/A

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
<b>Late Booking Charges</b>							
Each Pitch (Including VAT)			12.90		13.10	VAT at 20%	Included
Changing room(s) (plus VAT as appropriate)			12.90		13.10	VAT at 20%	Excluded
<b>Professional Trainers (per hour)</b>			17.60		17.90	VAT Exempt	N/A
<b>GROWTH AND INVESTMENT</b>							
<b>Planning Services</b>							
<b>Pre-application Charges</b>							
Householder Extensions or Outbuildings			106.00		110.00		Included
Other Commercial Development			Price on application				
1-4 Dwellings, Agriculture, Change of Use or other Minor Development Proposals			460.00		470.00		Included
Additional Meeting or Advice Notice in regard to above			140.00		145.00		Included
5-9 Dwellings; or any development with 500m2 to 999m2 of Floor Space			1,235.00		1,260.00		Included
Additional Meeting or Advice Notice in regard to above			140.00		145.00		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		2,870.00		Included
Additional Meeting or Advice Notice in regard to above			590.00		600.00		
50 to 99 dwellings; or development 0.5 to 0.99ha or 5,000 to 9,999 m2 of floor space			4,345.00		4,420.90		Included
Additional Meeting or Advice Notice in regard to above			590.00		600.00		Included
100-199 Dwellings or development 1ha to 2ha			5,500.00		Price on application		Included
Additional Meeting or Advice Notice in regard to above			1,055.00		Price on application		Included
200+ Dwellings; or development greater than 2 ha; or gross floor area greater than 10,000m2			6,460.00		Price on application		Included
Additional Meeting or Advice Notice in regard to above			1,055.00		Price on application		Included
<b>Planning Performance Agreements</b>							
Major strategic developments where a Planning Performance Agreement (PPA) is required: to be negotiated on a case by case basis			price on application		price on application		Included
Planning Application Fees - set nationally			Available on line via national Planning Portal website				
<a href="#">A Guide to the Fees for Planning Applications in England</a>							
Plan Printing – Size A0 + (per copy)			10.50		10.70	VAT at 20%	Included
Size A0			7.80		7.90	VAT at 20%	Included
Size A1			5.35		5.40	VAT at 20%	Included
Size A2			2.50		2.50	VAT at 20%	Included
Size A3			1.20		1.20	VAT at 20%	Included
Size A4			1.20		1.20	VAT at 20%	Included
Planning Decision Notices (including appeal decisions)							
Per copy			19.40		20.00	VAT at 20%	Included
Miscellaneous Documentation							
First copy from each file			1.20		1.20	VAT at 20%	Included
Subsequent copies (black and white) per side			0.11		0.11	VAT at 20%	Included
Subsequent copies (colour) per side			0.22		0.22	VAT at 20%	Included
Section 106 Agreements & Unilateral Undertakings							
- for any obligation related to Affordable Housing which contains eligibility criteria			590.00		600.00		
- for each obligation which only seeks a monetary contribution			590.00		600.00		
- 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							
<b>Additional monitoring fees for Section 106 Agreements, Unilateral Undertakings and Conditions</b>							

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
S	£	£	£	£	£		
- Site inspection fee			235		240.00		
- Approval of details/documents, including conditions per submission/compliance request			350		360.00		
- Deed of variation per s106/UU topic			695.00		710.00		
- Monitoring in relation to discounted market affordable housing dwellings (per dwelling)			N/A		500.00		
Confirmation Planning Enforcement Notice or other such formal enforcement matter has been complied with or request to be withdrawn (per notice/matter) from a property/site			N/A		250.00		
Biodiversity net gain (BNG) monitoring for all new applicable development sites in relation to onsite and offsite BNG and Habitat Banks			N/A		price on application dependent on size of site		
<b>Building Control</b>							
From 1st April 2015 regulatory activities will be undertaken by Warwick District Council as a shared partnership. Please visit <a href="http://www.warwickdc.gov.uk">www.warwickdc.gov.uk</a> for further information.							
<b>Land Charges</b>							
Additional Questions each			44.90		45.90	VAT at 20%	Included
Additional Parcels each			28.70		23.10	VAT at 20%	Included
Con29			128.00		130.50	VAT at 20%	Included
Con29 O - Optional Enquiries, except ones listed below			21.30		21.90	VAT at 20%	Included
Con29 O - Optional Enquiry 22			23.00		23.40	VAT at 20%	Included
*We DO NOT answer Questions 4 & 16							
Other CON29 questions							
Question 1.1 j, k, l			20.60		21.00	VAT at 20%	Included
Question 2			40.30		41.10	VAT at 20%	Included
Question 3.7			17.90		18.30	VAT at 20%	Included
Question 3.8			6.00		6.30	VAT at 20%	Included
Question 3.9			6.30		6.60	VAT at 20%	Included
Question 3.11			19.40		19.80	VAT at 20%	Included
Question 3.13			1.90		2.10	VAT at 20%	Included
<b>Rugby Outdoor Market</b>							
Rugby Market Daily Pitch Fee (payable to CJ Events)			28.00		28.00		
<b>REGULATION AND SAFETY</b>							
<b>Bereavement Services</b>							
<b>Adult rates apply to persons aged 18 or over</b>							
<b>Rainsbrook Crematorium</b>							
<b>Cremation Fees -inclusive of medical referee fees, unwitnessed scattering of ashes and environmental levy (where applicable)</b>							
Child - up to 24 weeks gestation			no charge		no charge	VAT Exempt	N/A
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		305.10	VAT Exempt	N/A
Adult - service 9.00am - 4.00pm			1,025.00		1,042.40	VAT Exempt	N/A
Adult - no service 8.15am - 8.25am (no music, minister or family present)			610.00		620.40	VAT Exempt	N/A
Adult - no service with attendance 8.30am to 9am (max 25 people, 10 mins chapel time)			660.00		660.00	VAT Exempt	N/A
Cremation of body parts (if we did not cremate deceased)			235.00		239.00	VAT Exempt	N/A
Cremation of body parts (if we cremated deceased)			107.00		110.00	VAT Exempt	N/A
<b>Weekend Surcharge</b>							
Saturday cremation 10.00am - 12 noon - strict rotation			758.00		770.90	VAT Exempt	N/A
Saturday interment of cremated remains (am only)			320.00		325.40	VAT Exempt	N/A
Saturday scattering of cremated remains (am only)			128.00		130.20	VAT Exempt	N/A
Scattering of ashes when cremation has taken place at Rainsbrook			53.00		55.00	VAT Exempt	N/A
Scattering of ashes when cremation has taken place elsewhere			106.00		107.80	VAT Exempt	N/A
Wooden casket/biodegradable casket			75.00		76.30	VAT Exempt	N/A
Biobox - Small						VAT Exempt	N/A
Biobox - Large			15.00		0.00	VAT Exempt	N/A
Forwarding cremated remains by post (inland)			price on application		price on application	VAT at 20%	Included
Audio recording of services			75.00		76.30	VAT at 20%	Included
DVD recording of service			75.00		76.30	VAT at 20%	Included
Download link (Add on)			25.00		30.00		
Download link (stand alone)					60.00		
Slideshow / Visual Tribute (price dependant on number of photos chosen and family tribute)			90.00-140.00	82.50-110	50.00-150.00	VAT at 20%	Included
Virtual Memorial Service					80.00		
Bespoke tributes			price on application		100.00		

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
<b>S</b>							
Webcast			90.00		91.50	VAT at 20%	Included
Use of Rainsbrook Ceremony Room (for a memorial service- no cremation)			352.00		358.00	VAT Exempt	N/A
Bearer's fee (advance booking only)			58.00		59.00	VAT Exempt	N/A
Late arrival / overrun per 15 minutes past the booked time)			352.00		358.00	VAT Exempt	N/A
Late cancellation			110.00		115.00	VAT Exempt	N/A
Late paperwork			37.00		40.00	VAT Exempt	N/A
Retention of ashes (per month, after first three months)			27.00		27.00	VAT Exempt	N/A
Duplicate Cremation certificate			16.00		16.00	VAT Exempt	N/A
Family history search			53.00		55.00	VAT Exempt	N/A
Administration of a Cremation (where no FD is used)					50.00	VAT Exempt	N/A
Additional work (administration fee/non compliance)					50.00	VAT Exempt	N/A
<b>Memorial Items</b>							
<b>Book of Remembrance</b>							
Two line entry			90.00		91.50	VAT at 20%	Included
Five line entry			150.00		152.60	VAT at 20%	Included
Five line entry with emblem			210.00		213.60	VAT at 20%	Included
Eight line entry			230.00		233.90	VAT at 20%	Included
Eight line entry with emblem			270.00		274.60	VAT at 20%	Included
Memorial Tree (Bronze Plaque only, 10 year lease)			550.00		559.40	VAT at 20%	Included
Memorial Barbican Plaque (5 year lease)			500.00		508.50	VAT at 20%	Included
Memorial Bench (Bronze Plaque only, 10 year lease)			550.00		559.40	VAT at 20%	Included
Granite Memorial Package (50 year lease, inclusive price)			2,670.00		2,715.40	VAT Exempt	N/A
Granite Memorial additional charges			80.00-700.00		85.00-750.00		
Memorial Kerb (10 year lease)			800.00		813.60	VAT at 20%	Included
Tree of Life (10 year lease)			590.00		600.00	VAT at 20%	Included
Memorial Boulder (10 year lease)			750.00		762.80	VAT at 20%	Included
Armed Forces Plaque			600.00		610.20	VAT at 20%	Included
Bespoke Memorial			from		150.00	VAT at 20%	Included
Transfer of ownership			100.00		100.00		
Reservation fee: Granite Memorial Annual Charge for Space only			120.00		122.00	VAT at 20%	Included
<b>Rugby Borough Council Cemeteries</b>							
Croop Hill Cemetery, Whinfield Cemetery, Watts Lane Cemetery, Clifton Road Cemetery							
<b>Burial Charges</b>							
Non-residents of Rugby are subject to triple fees in respect of Exclusive Right of Burial and Interment fees							
<b>Purchase of Exclusive Right of Burial for 50 years</b>							
Adult's Plot			2000.00		2,034.00	VAT out of Scope	N/A
Reservation Fee			n/a		n/a	VAT out of Scope	N/A
Adult's Plot - Watts Lane Green Burial area (single depth only)			2000.00		2,034.00	VAT out of Scope	N/A
Reservation Fee			n/a		n/a	VAT out of Scope	N/A
<b>Interment fees - preparation and backfilling of grave</b>							
Children - up to 24 weeks gestation - private arrangement			no charge		From no charge to 150.00		
Children - up to 24 weeks gestation - shared grave					150.00		
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		427.10		
Adult grave			1010.00		1,027.20	VAT out of Scope	N/A
Stepped single grave - for burial without coffin			1060.00		1,078.00	VAT out of Scope	N/A
Weekend surcharge - Saturday 9.30am to 12.00 noon (when agreed)			770.00		783.10	VAT out of Scope	N/A
Construction of vault			price on application		price on application	VAT out of Scope	N/A
<b>Interment of Cremated Remains in a Cemetery</b>							
<b>Purchase of Exclusive Right of Burial for 50 yrs</b>							
Cremation plot for 2 caskets (most plots are this size)			770.00		783.10	VAT out of Scope	N/A
Cremation plot for 4 caskets (Croop Hill Cemetery)			890.00		905.10	VAT out of Scope	N/A
Reservation Fee - ashes plot			420.00		427.10	VAT out of Scope	N/A
<b>Rugby Borough Council Cemeteries</b>							
<b>Interment fees (ashes)- preparation and backfilling of grave</b>							
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		427.10	VAT out of Scope	N/A
Adult - strewing of cremated remains under turf			235.00		239.00	VAT out of Scope	N/A
<b>Scattering of ashes on the surface is not permitted</b>							
Use of Cemetery Chapel at Watts Lane or Croop Hill Cemeteries			120.00		122.00	VAT out of Scope	N/A
On site appointment at cemeteries			50.00		50.00		
Use of Rainsbrook Ceremony Room (no cremation)			352.00		300.00	VAT Exempt	N/A
Cemetery Memorial Tree with bronze plaque (10 year lease)			550.00		559.40	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		55.90	VAT out of Scope	N/A
Exhumation			price on application			VAT out of Scope	N/A
Plaque on Whinfield Memorial Scrolls			250.00		254.30	VAT out of Scope	N/A
Plaque on Watts Lane Memorial Book			250.00		254.30	VAT out of Scope	N/A
Plaque on Child in Hand Memorial at Clifton Road			250.00		254.30	VAT out of Scope	N/A
Transfer of ownership of reserved grave to non resident (2 x EROB charge)			4000.00		4,100.00		
Transfer of ownership			100.00		100.00		



**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

S	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
<b>Pet Shops/Selling of animals</b>							
1 Year Licence			195.00		195.00	VAT out of Scope	N/A
2 Year Licence			320.00		320.00	VAT out of Scope	N/A
3 Year Licence			467.00		467.00	VAT out of Scope	N/A
Renewal			145.00		145.00	VAT out of Scope	N/A
<b>Animal Boarding Establishments (large establishments- 7 and over)</b>							
1 Year Licence			210.00		210.00	VAT out of Scope	N/A
2 Year Licence			367.00		367.00	VAT out of Scope	N/A
3 Year Licence			525.00		525.00	VAT out of Scope	N/A
Renewal			160.00		160.00	VAT out of Scope	N/A
<b>Animal Boarding Establishments (small establishments- 6 and under)</b>							
1 Year Licence			180.00		180.00	VAT out of Scope	N/A
2 Year Licence			315.00		315.00	VAT out of Scope	N/A
3 Year Licence			450.00		450.00	VAT out of Scope	N/A
Renewal			130.00		130.00	VAT out of Scope	N/A
<b>Dog day care</b>							
1 Year Licence			175.00		175.00	VAT out of Scope	N/A
2 Year Licence			300.00		300.00	VAT out of Scope	N/A
3 Year Licence			425.00		425.00	VAT out of Scope	N/A
Renewal			130.00		130.00	VAT out of Scope	N/A
<b>Hiring of horses (plus annual vet's fee- payable separately)</b>							
1 Year Licence			220.00		220.00	VAT out of Scope	N/A
2 Year Licence			385.00		385.00	VAT out of Scope	N/A
3 Year Licence			550.00		550.00	VAT out of Scope	N/A
Renewal			170.00		170.00	VAT out of Scope	N/A
<b>Breeding of Dogs (plus vet's fee- payable separately)</b>							
1 Year Licence			240.00		240.00	VAT out of Scope	N/A
2 Year Licence			420.00		420.00	VAT out of Scope	N/A
3 Year Licence			600.00		600.00	VAT out of Scope	N/A
Renewal			190.00		190.00	VAT out of Scope	N/A
<b>Licences</b>							
Keeping or training animals for exhibition (3 year licence)			180.00		180.00	VAT out of Scope	N/A
Keeping or training animals for exhibition (renewal)			130.00		130.00	VAT out of Scope	N/A
Re-rating visits			175.00		175.00	VAT out of Scope	N/A
Variation of a licence			130.00		130.00	VAT out of Scope	N/A
Dangerous Wild Animals Act (excluding vet fees)			315.00		315.00	VAT out of Scope	N/A
Zoo Licence (excluding vet fees)			625.00		625.00	VAT out of Scope	N/A
Skin Piercing etc., Acupuncture, tattooing, electrolysis and ear piercing (per practitioner)			165.00		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		40.00	VAT out of Scope	N/A
Ear piercing only (per practitioner)			85.00		85.00	VAT out of Scope	N/A
Food Premises Registration			no charge		no charge	VAT out of Scope	N/A
Sex Establishment Licence			4700.00		4,779.90	VAT out of Scope	N/A
Hypnotism			100.00		100.00	VAT out of Scope	N/A
Pavement Licence			60.00		60.00	VAT out of Scope	N/A
Note: all animal licenses may be subject to further vet fees in accordance with the relevant legislation. All fees stated exclude vet fees.							
<b>Pollution Prevention and Control</b>							
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 <a href="http://www.defra.gov.uk/environment/ppc/localauth/fees-risk/fees.htm">www.defra.gov.uk/environment/ppc/localauth/fees-risk/fees.htm</a>							
<b>Lotteries and Amusement</b>							
Initial			40.00		40.00	VAT out of Scope	N/A
Renewal			20.00		20.00	VAT out of Scope	N/A
<b>Licensing Act 2003</b>							
Main Application Fee - per Rateable Band							
Band A			100.00		100.00	VAT out of Scope	N/A
Band B			190.00		190.00	VAT out of Scope	N/A
Band C			315.00		315.00	VAT out of Scope	N/A
Band D			450.00		450.00	VAT out of Scope	N/A
Band E			635.00		635.00	VAT out of Scope	N/A
Band D X (2)			900.00		900.00	VAT out of Scope	N/A
Band E X (3)			1,905.00		1,905.00	VAT out of Scope	N/A
Main Annual Charge							
Band A			70.00		70.00	VAT out of Scope	N/A
Band B			180.00		180.00	VAT out of Scope	N/A
Band C			295.00		295.00	VAT out of Scope	N/A
Band D			320.00		320.00	VAT out of Scope	N/A

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
<b>S</b>							
Band E			350.00		350.00	VAT out of Scope	N/A
Band D X (2)			640.00		640.00	VAT out of Scope	N/A
Band E X (3)			1,050.00		1,050.00	VAT out of Scope	N/A
<b>Variation</b>							
Band A			100.00		100.00	VAT out of Scope	N/A
Band B			190.00		190.00	VAT out of Scope	N/A
Band C			315.00		315.00	VAT out of Scope	N/A
Band D			450.00		450.00	VAT out of Scope	N/A
Band E			635.00		635.00	VAT out of Scope	N/A
<b>Personal Licences, Temporary Events and Other Fees</b>							
Application for a grant or renewal of personal licence			37.00		37.00	VAT out of Scope	N/A
Temporary event notice			21.00		21.00	VAT out of Scope	N/A
Theft, loss etc. of premises licence or summary			10.50		10.50	VAT out of Scope	N/A
Application for a provisional statement where premises being built etc.			varies		varies	VAT out of Scope	N/A
Notification of change of name or address			10.50		10.50	VAT out of Scope	N/A
Application to vary licence to specify individual as premises supervisor			23.00		23.00	VAT out of Scope	N/A
Application for transfer of premises licence			23.00		23.00	VAT out of Scope	N/A
Theft, loss etc. of certificate or summary			10.50		10.50	VAT out of Scope	N/A
Notification of change of name alteration of rules of club			10.50		10.50	VAT out of Scope	N/A
Change of relevant registered address of club			10.50		10.50	VAT out of Scope	N/A
Theft, loss etc. of temporary event notice			10.50		10.50	VAT out of Scope	N/A
Theft, loss etc. of personal licence			10.50		10.50	VAT out of Scope	N/A
Duty to notify change of name or address			10.50		10.50	VAT out of Scope	N/A
Right of freeholder etc. to be notified of licensing matters			21.00		21.00	VAT out of Scope	N/A
Interim Authority notice following death etc. of licence holder			23.00		23.00	VAT out of Scope	N/A
<b>Licences</b>							
<b>Fees for Scrap Metal Dealers Act 2013 scrap metal licence applications and incidental costs</b>							
Scrap metal dealer site licence application fee			350.00		350.00	VAT out of Scope	N/A
Scrap metal dealer site licence renewal fee			250.00		250.00	VAT out of Scope	N/A
Scrap metal dealer site licence variation fee			90.00		90.00	VAT out of Scope	N/A
Scrap metal dealer collector licence fee			250.00		250.00	VAT out of Scope	N/A
Scrap metal dealer collector renewal fee			230.00		230.00	VAT out of Scope	N/A
Scrap metal dealer collector variation fee			90.00		90.00	VAT out of Scope	N/A
Replacement licence			30.00		30.00	VAT out of Scope	N/A
<b>Fees for Mobile Homes Act 2013 licence applications and incidental costs</b>							
Application			250.00		250.00	VAT out of Scope	N/A
Annual fee 2 to 10 residential units			150.00		150.00	VAT out of Scope	N/A
Annual fee 11 to 30 residential units			220.00		220.00	VAT out of Scope	N/A
Annual fee 31+ residential units			300.00		300.00	VAT out of Scope	N/A
Compliance notice			335.00		335.00	VAT out of Scope	N/A
Transfer of licence			72.00		72.00	VAT out of Scope	N/A
Variation of licence			215.00		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.							
<b>Gambling Act permit fees</b>							
<b>Licensed premises gaming machines permits:</b>							
Grant			150.00		150.00	VAT out of Scope	N/A
Existing operator grant			100.00		100.00	VAT out of Scope	N/A
Variation			100.00		100.00	VAT out of Scope	N/A
Transfer			25.00		25.00	VAT out of Scope	N/A
Annual fee			50.00		50.00	VAT out of Scope	N/A
Change of name			25.00		25.00	VAT out of Scope	N/A
Copy of permit			15.00		15.00	VAT out of Scope	N/A
<b>Licensed premises automatic notification process</b>							
On Notification			50.00		50.00	VAT out of Scope	N/A
<b>Club gaming permits</b>							
Grant			200.00		200.00	VAT out of Scope	N/A
Grant (club premises certificate holder)			100.00		100.00	VAT out of Scope	N/A
Existing operator grant			100.00		100.00	VAT out of Scope	N/A
Variation			100.00		100.00	VAT out of Scope	N/A
Renewal			200.00		200.00	VAT out of Scope	N/A
Renewal (club premises certificate holder)			100.00		100.00	VAT out of Scope	N/A
Annual fee			50.00		50.00	VAT out of Scope	N/A
Copy of permit			15.00		15.00	VAT out of Scope	N/A
<b>Club machine permits</b>							
Grant			200.00		200.00	VAT out of Scope	N/A
Grant (club premises certificate holder)			100.00		100.00	VAT out of Scope	N/A
Existing operator grant			100.00		100.00	VAT out of Scope	N/A
Variation			100.00		100.00	VAT out of Scope	N/A
Renewal			200.00		200.00	VAT out of Scope	N/A
Renewal (club premises certificate holder)			100.00		100.00	VAT out of Scope	N/A
Annual fee			50.00		50.00	VAT out of Scope	N/A
Copy of permit			15.00		15.00	VAT out of Scope	N/A
<b>Family entertainment centre gaming machine permits</b>							

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

S	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
Grant			300.00		300.00	VAT out of Scope	N/A
Renewal			300.00		300.00	VAT out of Scope	N/A
Existing operator grant			100.00		100.00	VAT out of Scope	N/A
Change of name			25.00		25.00	VAT out of Scope	N/A
Copy of permit			15.00		15.00	VAT out of Scope	N/A
<b>Prize gaming permits</b>							
Grant			300.00		300.00	VAT out of Scope	N/A
Renewal			300.00		300.00	VAT out of Scope	N/A
Existing operator grant			100.00		100.00	VAT out of Scope	N/A
Change of name			25.00		25.00	VAT out of Scope	N/A
Copy of permit			15.00		15.00	VAT out of Scope	N/A
<b>Gambling Act Licences</b>							
<b>Converted Casino</b>							
Non-conversion provisional statement			no charge		no charge	VAT out of Scope	N/A
Non-conversion application			no charge		no charge	VAT out of Scope	N/A
1st Annual fee			2,400.00		2,400.00	VAT out of Scope	N/A
Annual fee			2,400.00		2,400.00	VAT out of Scope	N/A
Vary licence			1,600.00		1,600.00	VAT out of Scope	N/A
Transfer licence			1,080.00		1,080.00	VAT out of Scope	N/A
Reinstatement of licence			1,080.00		1,080.00	VAT out of Scope	N/A
Provisional			no charge		no charge	VAT out of Scope	N/A
<b>Bingo</b>							
Non conversion provisional statement			960.00		960.00	VAT out of Scope	N/A
Non conversion application			2,800.00		2,800.00	VAT out of Scope	N/A
1st annual fee			800.00		800.00	VAT out of Scope	N/A
Annual fee			800.00		800.00	VAT out of Scope	N/A
Vary Licence			1,400.00		1,400.00	VAT out of Scope	N/A
Transfer Licence			960.00		960.00	VAT out of Scope	N/A
Reinstatement of licence			960.00		960.00	VAT out of Scope	N/A
Provisional			2,800.00		2,800.00	VAT out of Scope	N/A
<b>Gambling Act Permit Fees</b>							
<b>Adult Gaming Centre</b>							
Non conversion provisional statement			960.00		960.00	VAT out of Scope	N/A
Non conversion application			1,600.00		1,600.00	VAT out of Scope	N/A
1st annual fee			800.00		800.00	VAT out of Scope	N/A
Annual fee			800.00		800.00	VAT out of Scope	N/A
Vary licence			800.00		800.00	VAT out of Scope	N/A
Transfer licence			960.00		960.00	VAT out of Scope	N/A
Reinstatement of licence			960.00		960.00	VAT out of Scope	N/A
Provisional			1,600.00		1,600.00	VAT out of Scope	N/A
<b>Track betting</b>							
Non conversion provisional statement			790.00		790.00	VAT out of Scope	N/A
Non conversion application			2,050.00		2,050.00	VAT out of Scope	N/A
1st annual fee			830.00		830.00	VAT out of Scope	N/A
Annual fee			830.00		830.00	VAT out of Scope	N/A
Vary licence			1,050.00		1,050.00	VAT out of Scope	N/A
Transfer Licence			790.00		790.00	VAT out of Scope	N/A
Reinstatement of licence			790.00		790.00	VAT out of Scope	N/A
Provisional			2,100.00		2,100.00	VAT out of Scope	N/A
<b>Betting (other)</b>							
Non conversion provisional statement			1000.00		1,000.00	VAT out of Scope	N/A
Non conversion application			2500.00		2,500.00	VAT out of Scope	N/A
1st annual fee			500.00		500.00	VAT out of Scope	N/A
Annual fee			500.00		500.00	VAT out of Scope	N/A
Vary licence			1250.00		1,250.00	VAT out of Scope	N/A
Transfer licence			1000.00		1,000.00	VAT out of Scope	N/A
Re-instatement of licence			1000.00		1,000.00	VAT out of Scope	N/A
Provisional			2500.00		2,500.00	VAT out of Scope	N/A
<b>Family Entertainment Centre</b>							
Non conversion provisional statement			790.00		790.00	VAT out of Scope	N/A
Non conversion application			1,650.00		1,650.00	VAT out of Scope	N/A
1st annual fee			625.00		625.00	VAT out of Scope	N/A
Annual fee			625.00		625.00	VAT out of Scope	N/A
Vary licence			830.00		830.00	VAT out of Scope	N/A
Transfer licence			790.00		790.00	VAT out of Scope	N/A
Re-instatement of licence			790.00		790.00	VAT out of Scope	N/A
Provisional			1,650.00		1,650.00	VAT out of Scope	N/A
Temporary Use Notices			500.00		500.00	VAT out of Scope	N/A
Copy of Licences			25.00		25.00	VAT out of Scope	N/A
Notification of Change of Licence			50.00		50.00	VAT out of Scope	N/A
<b>Hackney Carriages</b>							
Vehicle Licence- New (valid for one year)			200.00		200.00	VAT out of Scope	N/A
Vehicle Licence- Renewal (valid for one year)			190.00		190.00		
Vehicle Licence- if vehicle six years + (valid for 6 months)			100.00		100.00		
Transfer of Vehicle Licence			190.00		190.00	VAT out of Scope	N/A
Replacement Vehicle Plate			20.00		20.00	VAT out of Scope	N/A

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

S	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
Replacement Vehicle Plate Bracket			10.00		10.00		
DBS checks			50.00		50.00	VAT out of Scope	N/A
Knowledge Test			40.00		40.00	VAT out of Scope	N/A
DVLA check			10.00		10.00		
Transfer of Proprieter			10.00		10.00		
Vehicle Safety Check (Carried out by Rugby Borough Council Work Services)			50.00		50.00	VAT at 20%	Included
Vehicle Safety Check cancellation fee			10.00		10.00		
<b>Private Hire Vehicles</b>							
Vehicle Licence- New (valid for one year)			200.00		200.00	VAT out of Scope	N/A
Vehicle Licence- Renewal (valid for one year)			190.00		190.00	VAT out of Scope	
Vehicle Licence- if vehicle six years + (valid for 6 months)			100.00		100.00	VAT out of Scope	
Transfer of Vehicle Licence			190.00		190.00	VAT out of Scope	
Operator's Licence: New Applications (valid for 5 years):						VAT out of Scope	
1-4 Vehicles			790.00		790.00	VAT out of Scope	N/A
5-9 Vehicles			860.00		860.00	VAT out of Scope	N/A
10-19 Vehicles			970.00		970.00	VAT out of Scope	N/A
20+ Vehicles Application Renewal (valid for 5 years)			1,130.00		1,130.00	VAT out of Scope	
1-4 Vehicles			790.00		790.00	VAT out of Scope	N/A
5-10 Vehicles			860.00		860.00	VAT out of Scope	N/A
10 or more Vehicles			970.00		970.00	VAT out of Scope	N/A
20+ Vehicles Driver's Licence - Dual Hackney and PHV Licence:			1,130.00		1,130.00	VAT out of Scope	
New Application (Valid for 3 years)			480.00		480.00	VAT out of Scope	N/A
Application Renewal (Valid for 3 years)			480.00		480.00	VAT out of Scope	N/A
Transfer of Vehicle Licence			190.00		190.00	VAT out of Scope	N/A
Replacement Vehicle Plate			20.00		20.00	VAT out of Scope	N/A
Replacement Vehicle Plate Bracket			10.00		10.00	VAT out of Scope	
Knowledge Test			40.00		40.00	VAT out of Scope	N/A
Replacement Operators License			10.00		10.00	VAT out of Scope	
Transfer of Proprieter			10.00		10.00	VAT out of Scope	
Replacement of Dual Drivers License/PHV License (Badge)			20.00		20.00	VAT out of Scope	
Vehicle Safety Check (Carried out by Rugby Borough Council Work Services)			50.00		50.00	VAT out of Scope	N/A
Vehicle Safety Check cancellation fee			10.00		10.00	VAT out of Scope	
<b>Car Parks and Parking</b>							
<b>Off Street Parking</b>							
<b>John Barford Car Park</b>							
Up to 3 hours			1.00		1.00	VAT at 20%	Included
Up to 5 hours			2.50		2.50	VAT at 20%	Included
Up to 11 hours			5.00		5.00	VAT at 20%	Included
Sunday			1.00		1.00	VAT at 20%	Included
<b>Railway Terrace/Gas Street/Old Market Place</b>							
Up to 3 hours			1.00		1.00	VAT at 20%	Included
Up to 5 hours			4.00		4.00	VAT at 20%	Included
Up to 11 hours			10.00		10.00	VAT at 20%	Included
Sunday			no charge		no charge	VAT at 20%	Included
<b>Chestnut Field/North Street/Little Church Street/Evreux Way</b>							
Up to 2 hours			1.00		1.00	VAT at 20%	Included
Up to 3 hours			1.30		1.30	VAT at 20%	Included
Sunday			1.00		1.00	VAT at 20%	Included
<b>Westway</b>							
Up to 5 hours			2.50		2.50	VAT at 20%	Included
Up to 11 hours			5.00		5.00	VAT at 20%	Included
Sunday			no charge		no charge	VAT at 20%	Included
<b>Newbold Road</b>							
Up to 3 hours			1.00		1.00	VAT at 20%	Included

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

S	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
Up to 5 hours (weekdays only)			4.00		4.00	VAT at 20%	Included
Up to 11 hours			10.00		10.00	VAT at 20%	Included
Saturday up to 11 hours			3.00		3.00	VAT at 20%	Included
Sunday			no charge		no charge	VAT at 20%	Included
<b>Penalty Charges</b>							
Penalty charge			50.00 or 70.00		50.00 or 70.00	VAT out of Scope	Excluded
Penalty charge if paid within 14 days			25.00 or 35.00		25.00 or 35.00	VAT out of Scope	Excluded
<b>Car Parks and Parking</b>							
<b>Season Tickets - Day Passes</b>							
<b>John Barford/Westway</b>							
3 months			120.00		120.00	VAT at 20%	Included
6 months			215.00		215.00	VAT at 20%	Included
Yearly			400.00		400.00	VAT at 20%	Included
<b>Railway Terrace/Gas Street/Old Market Place</b>							
3 months			180.00		180.00	VAT at 20%	Included
6 months			325.00		325.00	VAT at 20%	Included
Yearly			615.00		615.00	VAT at 20%	Included
<b>Other Charges</b>							
Vehicles over 3 tonnes/Coaches			not permitted		not permitted	VAT at 20%	Included
Caravan/trailers and towing vehicles used for exhibitions, trade etc. (per space)			10.00		10.00	VAT at 20%	Included
<b>Enforcement Charges</b>							
<b>Fixed Penalty Fines</b>							
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				
Depositing Litter	80.00	2,500.00			from 500 to 2,500	VAT out of Scope	N/A
			<b>reduced to £50 if paid within 7 days</b>		from 500 to 2,500		
Graffiti and fly posting	80.00	2,500.00			from 500 to 2,500	VAT out of Scope	N/A
Nuisance parking	100.00	2,500.00			from 500 to 2,500	VAT out of Scope	N/A
Fly tipping	400.00	unlimited			unlimited	VAT out of Scope	N/A
Exposing vehicles for sale on a road	100.00	2,500.00			from 100 to 2,500	VAT out of Scope	N/A
Repairing vehicles on a road	100.00	2,500.00			from 100 to 2,500	VAT out of Scope	N/A
Abandoning a vehicle	200.00	2,500.00			from 200 to 2,500	VAT out of Scope	N/A
Unauthorised distribution of free printed matter	80.00	2,500.00			from 80 to 2,500	VAT out of Scope	N/A
Failure to furnish documentation (Waste Carriers Licence)	300.00	unlimited			unlimited	VAT out of Scope	N/A
Failure to produce authority (Waste Transfer Note)	300.00	unlimited			unlimited	VAT out of Scope	N/A
Failure to comply with a Public Space Protection Order	100.00	2,500.00			from 100 to 2,500	VAT out of Scope	N/A
			<b>reduced to £75 if paid within 10 days</b>				
Failure to comply with a Community Protection Notice (Individual)	100.00	2,500.00			from 100 to 2,500	VAT out of Scope	N/A
			<b>reduced to £ 50 if paid within 10 days</b>				
Failure to comply with a Community Protection Notice (Business)	100.00	unlimited			unlimited	VAT out of Scope	N/A
Failure to comply with noise warning notice (licenced)	500.00	unlimited			unlimited	VAT out of Scope	N/A
Failure to comply with a Public Space Protection Order (Dogs)	100.00	1,000.00			from 100 to 1,000	VAT out of Scope	N/A
			<b>reduced to £ 50 if paid within 10 days</b>				
<b>Landlords</b>							
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:							
			<b>Charges Imposed</b>		<b>Charges Imposed</b>		
			<b>If Paid Within 14 Days</b>		<b>If Paid Within 14 Days</b>		
First Offence		1,000.00	750.00	1,000.00	750.00	VAT out of Scope	N/A
Second Offence		2,000.00	n/a	2,000.00	n/a	VAT out of Scope	N/A
Third Offence (and all Consequent Offences)		5,000.00	n/a	5,000.00	n/a	VAT out of Scope	N/A
<b>Enforcement Charges</b>							
<b>Officer Rates</b>							
For reclaiming officer costs when investigating matters that result in a legal proceeding being instituted etc.							
<b>Category A - salary grade D and below</b>			58.50		59.50	VAT out of Scope	N/A

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
<b>S</b>							
Category B - salary grade E to F			77.10		78.40	VAT out of Scope	N/A
Category C - salary grade G			98.50		100.20	VAT out of Scope	N/A
Category D - Heads of Service or above			117.20		119.20	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		72.20	VAT out of Scope	N/A
Any associated letters, reports etc.			14.90		15.20	VAT out of Scope	N/A
Officers statement for solicitors (minimum 1 hour)			officer rates		officer rates	VAT out of Scope	N/A
Mileage charged at current casual user rates							
<b>Note: Fees and Charges marked with an asterisk "*" are set by national legislation and will be amended as and when specified charges are amended</b>							
		Normal	Exempt	Normal	Exempt		
<b>Housing</b>							
Private Housing Inspection and Assessment for Immigration and other purposes			250.00		250.00	VAT out of Scope	N/A
<b>House in Multiple Occupation Licence fee (valid for 5 years):</b>							
<b>Where Landlord approaches Council:</b>						VAT out of Scope	N/A
1-6 occupants			1362.00		1,362.00	VAT out of Scope	N/A
7-11 occupants			1556.00		1,556.00	VAT out of Scope	N/A
12+ occupants			1694.00		1,694.00	VAT out of Scope	N/A
<b>Surcharge where Landlord is found to be running an unlicensed HMO (in addition to relevant application fee)</b>			500.00		900.00	VAT out of Scope	N/A
Renewal of an HMO Licence (valid for 5 years)			1177.00		1,177.00	VAT out of Scope	N/A
Copy of Licence			34.00		34.60	VAT out of Scope	N/A
Variation of Licence			205.00		208.50	VAT out of Scope	N/A
Revoking licence			205.00		208.50	VAT out of Scope	N/A
Service of Hazard awareness notice						VAT out of Scope	N/A
Service of formal notice/order			629.00		639.70	VAT out of Scope	N/A
Additional notices/orders for multiple hazards			63.00		64.10	VAT out of Scope	N/A
DBS check			50.00		50.00	VAT out of Scope	N/A
<b>Public Registers and other information</b>							
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.							
			price on application		price on application	VAT out of Scope	N/A
Complete copies of list of Registered Food Premises			320.00		320.00	VAT out of Scope	N/A
Partial copies of the list of Registered Food Premises						VAT out of Scope	N/A
Copies of or from other Public Registers:							
Complete premises files (printed, plus photocopying charge)			40.00		40.00	VAT out of Scope	N/A
Partial extracts form premises file (per request, plus copying)			20.00		20.00	VAT out of Scope	N/A
Printed copies of Air Quality Assessment Reports etc			51.00		51.00	VAT out of Scope	N/A
Information may be available in an electronic format. Prices available on request.							
<b>OPERATIONS AND TRADED</b>							
<b>Waste Collection</b>							
Bulky Waste Collection - up to 3 items			33.30		35.00	VAT out of Scope	N/A
Each Additional Item:							



**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
S	£	£	£	£	£		
Lifeline Pendant			1.00		1.00	VAT at 20%	
Fall Detector			2.00		2.00	VAT at 20%	
GSM Sim Card			1.20		1.20	VAT at 20%	
Some residents may qualify for a VAT exemption.							
<b>Emergency Housing</b>							
Housing Guest Bedroom Charges (Including VAT)			17.60		17.90	VAT at 20%	Excluded
<b>Mobile Homes</b>							
Pitch Fees			148.64		17.90	VAT at 20%	N/A
<b>Street Naming and Numbering</b>							
Add a name to an existing address - Price per address			31.20		31.70	VAT at 20%	Included
Change an existing address - Price per address			31.20		31.70	VAT at 20%	Included
Register a new address - Price per address			31.20		31.70	VAT at 20%	Included
New Addresses on Large Developments - Price per 2 - 5 plots			124.60		126.70	VAT at 20%	Included
New Addresses on Large Developments - Price per 6 - 10 plots			249.30		253.50	VAT at 20%	Included
New Addresses on Large Developments - Price per 11 - 19 plots			373.80		380.20	VAT at 20%	Included
New Addresses on Large Developments - Price per 20+ plots			498.50		507.00	VAT at 20%	Included
plots			18.70		19.00	VAT at 20%	Included
Register a new Street - Price per street			124.60		126.70	VAT at 20%	Included
Rename an existing street - Price per street			249.30		253.50	VAT at 20%	Included
+ a per address charge - Price per address			31.20		31.70	VAT at 20%	Included
<b>FINANCE, PERFORMANCE, LEGAL AND GOVERNANCE</b>							
<b>Legal Services</b>							
Copy Document – S106 Agreement: Bilateral Agreement or Unilateral Undertaking*			77.70		79.00	VAT at 20%	Included
Copy Document – S106 Agreement: Supplemental Deed or Deed of Variation*			40.30		41.00	VAT at 20%	Included
Copy Document – TPO*			40.30		41.00	VAT at 20%	Included
Ex-Council House Consent			77.70		79.00	VAT at 20%	Included
Ex-Council House Consent: Retrospective			114.90		116.90	VAT at 20%	Included
Copy Document – Lease or Shared Ownership Lease			76.90		78.20	VAT at 20%	Included
Copy Document – Enforcement Notices			23.00		23.40	VAT at 20%	Included
Copy Document – Smoke Control Order			38.10		38.70	VAT at 20%	Included
Ex-Council House Deed of Postponement			77.70		79.00	VAT at 20%	Included
Ex-Council House Letter of Compliance			77.70		79.00	VAT at 20%	Included
Leasehold Enquiries			114.90		116.90	VAT at 20%	Included
Certificate of Existence			16.00		16.30	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.							
<b>Electoral Register</b>							
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
<b>EXECUTIVE DIRECTOR</b>							
<b>Freedom of Information Request</b>							

**1) FEES AND CHARGES EFFECTIVE FROM 1ST APRIL 2025**

	Current Fees			Approved Fees		VAT Type	VAT Included
	2024/25 Fees A	2024/25 Fees B	2024/25 Fees	2025/26 Fees B	2025/26 Fees		
	£	£	£	£	£		
S							
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.	25.00		25.00		25.00	VAT out of Scope	N/A
If however, the cost of dealing with your request goes over £450 we will contact you to discuss the information 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.							
- 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.							

## 2) Fees &amp; Charges 2025/26 - NO INCREASES

Fees not increasing by 1.7%	2025/26 Fee	Reason
<b>Rugby Art Gallery and Museum (RAGM)</b>		
<b>Archaeological archive deposits, per box:</b>		
Large box - £330.30 ( up to 255mm x 405mm x 225mm)	330.30	Already charge an enhanced rate compared to others as per SG comparison
Small box - £165.15 (up to 268mm x 405mm x 80mm)	165.15	New Fee- Fee added on for small box option as per SG request
<b>The Benn Hall</b>		
<b>Monday - Thursday per hour</b>		
Main Hall	45.00	After a benchmarking exercise Fees were increased significantly 2023/24
Rokeby Room	30.00	After a benchmarking exercise Fees were increased significantly 2023/24
Bar	25.00	After a benchmarking exercise Fees were increased significantly 2023/24
Whole Building	75.00	After a benchmarking exercise Fees were increased significantly 2023/24
<b>Friday 9-5 per hour</b>		
Main Hall	75.00	After a benchmarking exercise Fees were increased significantly 2023/24
Rokeby Room	50.00	After a benchmarking exercise Fees were increased significantly 2023/24
Bar	25.00	After a benchmarking exercise Fees were increased significantly 2023/24
Whole Building	125.00	After a benchmarking exercise Fees were increased significantly 2023/24
<b>Friday from 5pm, Saturday, Sunday &amp; Bank Holidays per hour</b>		
<b>Use of Kitchen Facilities for the provision of:-</b>		
Tea/Coffee/Squash/Biscuits	45.00	After a benchmarking exercise Fees were increased significantly 2023/24
All other catering per hour	30.00	After a benchmarking exercise Fees were increased significantly 2023/24
<b>Planning Services</b>		
100-199 Dwellings or development 1ha to 2ha	Price on application	Changed to "price on application" in order to reflect bespoke nature of requests and ability to calculate individual cost demands on service more effectively.
Additional Meeting or Advice Notice in regard to above	Price on application	Changed to "price on application" in order to reflect bespoke nature of requests and ability to calculate individual cost demands on service more effectively.
200+ Dwellings; or development greater than 2 ha; or gross floor area greater than 10,000m2	Price on application	Changed to "price on application" in order to reflect bespoke nature of requests and ability to calculate individual cost demands on service more effectively.
Additional Meeting or Advice Notice in regard to above	Price on application	Changed to "price on application" in order to reflect bespoke nature of requests and ability to calculate individual cost demands on service more effectively.
<b>Rugby Outdoor Market</b>		
Rugby Market Daily Pitch Fee (payable to CJ Events)	28.00	
<b>Pest Control</b>		
<b>Wasps and Hornets - up to 2 visits</b>		
General charge	94.96	Annual Increases in fees are making the services uncompetitive
Additional wasp nest (no concessions)	11.74	Annual Increases in fees are making the services uncompetitive
<b>Reclamation of Stray Dogs</b>		
Untagged		
First Offence	95.00	Statutory Fee
Subsequent Offence	105.00	Statutory Fee
Tagged		
First Offence	70.00	Statutory Fee
Subsequent Offence	90.00	Statutory Fee
<b>Licences and Permits</b>		
<b>Animal Licences</b>		
House to House Licence		
<b>Pet Shops/Selling of animals</b>		
1 Year Licence	195.00	Animal Welfare Fees are currently under review
2 Year Licence	320.00	Animal Welfare Fees are currently under review
3 Year Licence	467.00	Animal Welfare Fees are currently under review
Renewal	145.00	Animal Welfare Fees are currently under review
<b>Animal Boarding Establishments (large establishments- 7 and over)</b>		
1 Year Licence	210.00	Animal Welfare Fees are currently under review
2 Year Licence	367.00	Animal Welfare Fees are currently under review
3 Year Licence	525.00	Animal Welfare Fees are currently under review
Renewal	160.00	Animal Welfare Fees are currently under review
<b>Animal Boarding Establishments (small establishments- 6 and under)</b>		
1 Year Licence	180.00	Animal Welfare Fees are currently under review
2 Year Licence	315.00	Animal Welfare Fees are currently under review
3 Year Licence	450.00	Animal Welfare Fees are currently under review
Renewal	130.00	Animal Welfare Fees are currently under review
<b>Dog day care</b>		
1 Year Licence	175.00	Animal Welfare Fees are currently under review
2 Year Licence	300.00	Animal Welfare Fees are currently under review
3 Year Licence	425.00	Animal Welfare Fees are currently under review
Renewal	130.00	Animal Welfare Fees are currently under review
<b>Hiring of horses (plus annual vet's fee- payable separately)</b>		
1 Year Licence	220.00	Animal Welfare Fees are currently under review
2 Year Licence	385.00	Animal Welfare Fees are currently under review
3 Year Licence	550.00	Animal Welfare Fees are currently under review

## Summary

Fees not increasing in 2025/26 are:	Reason
<b>Rugby Art Gallery and Museum (RAGM)</b>	Already charge an enhanced rate compared to others as per SG comparison
<b>The Benn Hall</b>	After a benchmarking exercise Fees were increased significantly 2023/24
<b>Planning Services</b>	Changed to "price on application" in order to reflect bespoke nature of requests and ability to calculate individual cost demands on service more effectively.
<b>Rugby Outdoor Market</b>	
<b>Pest Control</b>	Annual Increases in fees are making the services uncompetitive
<b>Reclamation of Stray Dogs</b>	Statutory Fee
<b>Licences and Permits</b>	Animal Welfare Fees are currently under review and others are classed a Statutory
<b>Licences</b>	Licensing Act 2003 fees are statutory which are set nationally
<b>Gambling Act permit fees</b>	Gambling Act 2005 fees are statutory fees which are set nationally
<b>Gambling Act Licences</b>	Gambling Act 2005 fees are statutory fees which are set nationally
<b>Gambling Act Permit Fees</b>	Gambling Act 2005 fees are statutory fees which are set nationally
<b>Hackney Carriages</b>	A review exercise was carried out and fees increased in 21/22. Taxi Licensing fees are based on cost recovery.
<b>Private Hire Vehicles</b>	A review exercise was carried out and fees increased in 21/22. Taxi Licensing fees are based on cost recovery.
<b>Car Parks and Parking</b>	Report to be taken around May/June for P and D increase (which will be more than 10%)
<b>Car Parks and Parking</b>	Report to be taken around May/June for P and D increase (which will be more than 10%)
<b>Enforcement Charges</b>	Statutory
<b>Housing</b>	Cost recovery exercise done in 23/24, these are the new fees, to be reviewed annually from 25/26 as part of budget setting
<b>Public Registers and other information</b>	Statutory
<b>Electoral Register</b>	Statutory set- cannot be increased
<b>Freedom of Information Request</b>	Statutory