

**GUILDFORD BOROUGH COUNCIL  
GENERAL FUND BUDGET 2019-20**

**FEES AND CHARGES**

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> from 1 April 2019 £	<b>Increase</b> %
<b>To be approved by Council</b>			
<b>Gypsy Caravan Sites - Pitch Rental</b>			
Ash Bridge & Cobbetts Close Sites (per week)	77.50	80.00	3.2%
Home Farm	80.00	83.00	3.8%
<b>Stray Dogs</b>			
A £25.00 statutory fee is included within the charge.			
1st day or part of day	66.00	68.50	3.8%
2nd day or part of day	82.50	86.00	4.2%
3rd day or part of day	99.00	103.00	4.0%
4th day or part of day	115.50	120.00	3.9%
5th day or part of day	132.00	137.00	3.8%
6th day or part of day	148.50	154.50	4.0%
7th day or part of day	165.00	171.50	3.9%
<b>Microchipping of Dogs (England) Regulations 2015</b>			
Microchipping of dog - seizure of dog, microchipping by vet and return to owner	61.00	63.50	4.1%
<b>Registration – Acupuncture, tattooing, etc.</b>			
Premises and/or One Practitioner	126.00	177.00	40.5%
Per Additional Practitioner	18.00	55.00	205.6%
Food Hygiene Revisits	188.00	182.00	-3.2%
<b>Pest Control</b>			
(The charges shown are based on the cost of labour, transport plus materials)			
<b>Domestic Premises</b>			
Wasps (max 1 nest per premise)	65.00 *	68.00 *	4.6%
Wasps (extra nest at same visit)	32.00 *	35.00 *	9.4%
Other Treatments	80.00 *	83.00 *	3.8%
Other Treatments (houses of multiple occupation)	110.00 *	115.00 *	4.5%
Rodents	Free of Charge	Free of Charge	
<b>Domestic Premises where the main occupier is receiving income support or benefits</b>			
Wasps (max 1 nest per premise)	32.00 *	35.00 *	9.4%
Wasps (extra nest at same visit)	32.00 *	35.00 *	9.4%
Other Treatments	47.00 *	50.00 *	6.4%
Rodents	Free of Charge	Free of Charge	

\* = includes VAT at 20%

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> from 1 April 2019 £	<b>Increase</b> %
<b>Services of Environmental Health Officer</b> - per hour or part thereof	69.00 *	67.00 *	-2.9%
<b>**Due to the England Local Authority review of fees and charges these may be subject to change**</b>			
<b>Miscellaneous</b> Extracts from Registers - Food Safety Act, per page. Under the Freedom of Information Act 2000 the charge is waived as the cost of collecting the fee is more than the charge.	Free of Charge	Free of Charge	
<b>Sex Establishments - Fixed by Council</b> Application fee	1,371.00	1,325.00	-3.4%
Fee of Grant	170.00	206.00	21.2%
<b>Contaminated Land &amp; Air Quality</b> Responding to enquiries about contaminated land – report with plan - First hour with administration	88.00	101.00	14.8%
Each additional hour	79.00	90.00	13.9%
<i>Note: for more extensive enquiries the fee is based on the hourly rate of the EHO added to the basic fee</i>			
<b>Private water supply</b> Private water supply with a distribution network - investigation when a sample fails	Hourly rate £78.50 maximum £100	Hourly rate £90.00 maximum £100	
Large private water supply - risk assessment	Hourly rate £78.50 maximum £500	Hourly rate £90.00 maximum £500	
Large Private water supply - investigation when a sample fails	Hourly rate £78.50 maximum £100	Hourly rate £90.00 maximum £100	
Large Private water supply - analysing a sample taken during check monitoring group A parameters	Hourly rate £78.50 maximum £100	Hourly rate £90.00 maximum £100	
Large Private water supply - analysing a sample taken during check monitoring group B parameters	Hourly rate £78.50 maximum £500	Hourly rate £90.00 maximum £500	
Other private water supply not covered by regulation 8 and 9 supplies - risk assessment	Hourly rate £78.50 maximum £500	Hourly rate £90.00 maximum £500	
Other private water supply not covered by regulation 8 and 9 supplies - investigation when a sample fails	Hourly rate £78.50 maximum £100	Hourly rate £90.00 maximum £100	
Analysing a sample –Taken under regulation 10	Cost as charged by labs not exceeding £25	Cost as charged by labs not exceeding £25	
Analysing a sample –Taken during check monitoring	Cost as charged by labs not exceeding £100	Cost as charged by labs not exceeding £100	
Analysing a sample –Taken during audit monitoring	Cost as charged by labs not exceeding £500	Cost as charged by labs not exceeding £500	
<b>Extracts from Registers</b> Environmental Protection Act - per page	Free of Charge	Free of Charge	
<b>Miscellaneous</b> Reports to Solicitors on the circumstances relating to workplace accidents (excl. cost of photographs) - up to 2 hours, extra charged at the hourly rate From April 2017 this will be charged at the hourly rate	69.00 *	72.00 *	4.3%

\* = includes VAT at 20%

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> from 1 April 2019 £	<b>Increase</b> %
<b>Animal Activities Licensing</b>			
The law has changed as of 1 October 2018 and the Animal Welfare (Licensing of Activities involving Animals) (England) Regulations 2018 are now in force.			
Premises already licensed under the old legislation will continue to be licensed until such time as their licence expires. They will then have to apply for a new licence under the new regulations.			
<b>Animal Boarding</b>			
Application Fee	326.00	400.00	22.7%
Fee for Grant	120.00	123.00	2.5%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Home Boarding</b>			
Application Fee	326.00	400.00	22.7%
Fee for Grant	120.00	123.00	2.5%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Dog Day Care</b>			
Application Fee	326.00	400.00	22.7%
Fee for Grant	120.00	123.00	2.5%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Dog Breeding</b>			
Application Fee	326.00	400.00	22.7%
Fee for Grant	120.00	123.00	2.5%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Keeping Animals for Exhibition</b>			
Application Fee	268.00	391.00	45.9%
Fee for Grant	115.00	123.00	7.0%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Selling Animals as Pets</b>			
Application Fee	326.00	400.00	22.7%
Fee for Grant	120.00	123.00	2.5%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Hiring out Horses</b>			
Application Fee	326.00	400.00	22.7%
Fee for Grant	120.00	123.00	2.5%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			

\* = includes VAT at 20%

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> from 1 April 2019 £	<b>Increase</b> %
<b>Dangerous Wild Animals</b>			
-New	175.00	321.00	83.4%
-Renewal	160.00	305.00	90.6%
<b>Zoo Licence</b>			
-New	238.00	1,007.00	323.1%
-Renewal	161.00	926.00	475.2%
<b>Each Additional Licence Activity</b>			
Application Fee	73.00	83.00	13.7%
Fee for Grant	88.00	91.00	3.4%
Each Additional Inspection	100.00	101.00	1.0%
Advisory Visit	100.00	101.00	1.0%
Variation to Licence	220.00	224.00	1.8%
Re-evaluation of Rating	220.00	224.00	1.8%
Variations to reduce the licensable activities or numbers of animals	91.00	92.00	1.1%
Transfer due to death of Licensee	91.00	92.00	1.1%
<b>Street Trading</b>			
Street Trading Total Fee	734.00	795.00	8.3%
Street Trading Community Event	17.00	21.00	23.5%
Charges for issue of a consent under the provisions of the Local Government (Miscellaneous) Provisions Act 1982			
<b>Day Centres</b>			
Price per meal:			
Member	4.20	4.30	2.4%
Non member	5.85	6.00	2.6%
Main course only - member	2.95	3.00	1.7%
Main course only - non member	4.10	4.20	2.4%
Dessert only - member	1.30	1.30	0.0%
Dessert only - non member	1.80	1.90	5.6%
Theme Meal - member	5.60	5.80	3.6%
Theme Meal - non member	7.20	7.40	2.8%

\* = includes VAT at 20%

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> from 1 April 2019 £	<b>Increase</b> %
<b>Membership Fees:</b>			
Day Centre only	12.50	12.90	3.2%
Day Centre and Dial a Ride (50% is for Community Transport)	19.00	19.60	3.2%
Membership Top Up Transport	6.50	6.70	3.1%
Membership Top Up Transport	6.50	6.70	3.1%
Day Centre Activities**	3.20	3.30	3.1%
Income from other services***e.g. hairdressing and chiropody (% of takings)	20%	20%	0.0%
<i>**These are activities such as Tai Chi and Line Dancing provided by external facilitators</i>			
<i>*** These charges were previously retained by the centre welfare funds</i>			
<b>Meals on Wheels Service</b>			
Price per meal	4.20	4.30	2.4%
<b>Hire of Halls</b>			
Voluntary and Not for Profit Providers per Hour	20.00	20.60	3.0%
Educational Activities	25.00	25.80	3.2%
Private hire	30.00	30.90	3.0%
Half Day	100.00	103.00	3.0%
Full Day	200.00	206.00	3.0%
<b>Community Transport Service</b>			
Single Membership Fees:	12.50	12.90	3.2%
Dial a Ride only	12.50	12.90	3.2%
Community Transport to Day Centre	12.50	12.90	3.2%
Day Centre and Dial a Ride (half this fee relates to Day Centres)	19.00	19.60	3.2%
Group Membership Fees:	50.00	51.50	3.0%
Vehicle Hire per 1/2 hr	9.00	9.30	3.3%
Charge per mile	0.55	0.60	9.1%
Passenger charge (min 5 people)	5.00	5.20	4.0%

\* = includes VAT at 20%

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> from 1 April 2019 £	<b>Increase</b> %
Single Journey			
1 mile	2.70	2.80	3.7%
2 miles	3.20	3.30	3.1%
3 miles	3.70	3.80	2.7%
4 miles	4.20	4.30	2.4%
5 miles	4.70	4.80	2.1%
6 miles	5.20	5.40	3.8%
7 miles	5.70	5.90	3.5%
8 miles	6.20	6.40	3.2%
9 miles	6.70	6.90	3.0%
10 miles	7.20	7.40	2.8%
11 miles	7.70	7.90	2.6%
12 miles	8.20	8.40	2.4%
13 miles	8.70	9.00	3.4%
14 miles	9.20	9.50	3.3%
15 miles. Journeys above 15 miles are not undertaken.	9.70	10.00	3.1%
<b>Handyperson Service - Available for the over 60's, disabled and vulnerable</b>			
General Services (per hour incl VAT)	24.00 *	24.00 *	0.0%
General Services for those on benefits (per hour incl VAT)	13.50 *	14.00 *	3.7%
Safe and Secure Works for those on benefits	Free of Charge	Free of Charge	
<b>Approved under Delegated Authority</b>			
<b>Private Sector Housing</b>			
HMO Licences	608.00	630.00	3.6%
(Discount of £25 if applicant is a member of a recognised landlord organisation)			
(Discount of £50 if applicant is an accredited Landlord of the Guildford Letting Scheme)			
(Both discounts can not be applied at the same time)			
Late application fee	113.00	120.00	6.2%
<b>Careline</b>			
<b>Weekly Charges</b>			
Sheltered accommodation clients	0.57	0.60	5.3%
Elderly Persons dwellings clients	2.25	2.25	0.0%
Private Sector Clients (dispersed alarms)	4.25	4.45	4.7%
Responder Services (out of hours)	1.40	1.40	0.0%

\* = includes VAT at 20%

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> from 1 April 2019 £	<b>Increase</b> %
<b>Caravan Licence</b>			
<b>New Licence Application</b>			
Number of Pitches 1 - 5	510.00	525.00	2.9%
Number of Pitches 6 - 15	549.00	565.00	2.9%
Number of Pitches 16 - 45	588.00	606.00	3.1%
Number of Pitches 46 and greater	627.00	646.00	3.0%
<b>Transfer of Existing Licence</b>			
Number of Pitches 1 - 5	128.00	132.00	3.1%
Number of Pitches 6 - 15	128.00	132.00	3.1%
Number of Pitches 16 - 45	128.00	132.00	3.1%
Number of Pitches 46 and greater	128.00	132.00	3.1%
<b>Application to vary a Site Licence</b>			
Number of Pitches 1 - 5	210.00	216.00	2.9%
Number of Pitches 6 - 15	263.00	271.00	3.0%
Number of Pitches 16 - 45	315.00	324.00	2.9%
Number of Pitches 46 and greater	368.00	379.00	3.0%
<b>Annual Licence Fee</b>			
Number of Pitches 1 - 5	82.00	84.00	2.4%
Number of Pitches 6 - 15	109.00	112.00	2.8%
Number of Pitches 16 - 45	165.00	170.00	3.0%
Number of Pitches 46 and greater	330.00	340.00	3.0%
<b>Deposit of Site Rules</b>			
Number of Pitches 1 - 5	32.00	33.00	3.1%
Number of Pitches 6 - 15	32.00	33.00	3.1%
Number of Pitches 16 - 45	32.00	33.00	3.1%
Number of Pitches 46 and greater	32.00	33.00	3.1%
<b>Scrap Metal</b>			
Site Licence	285.00	302.00	6.0%
Mobile Collector	170.00	209.00	22.9%

\* = includes VAT at 20%



	<b>2018-19</b>		<b>2019-20</b>	<b>Increase</b>
	from 1 April 2018		from 1 April 2019	
	£		£	%

#### **Local Authority Pollution Protection Control**

Fees are set by Statute and are available on request from the Environmental Control service.

#### **Hackney Carriages and Private Hire Vehicles**

Hackney Vehicle Application Fee (including Licence Plate)	220.79	#
Hackney Vehicle Renewal Fee (including Licence Plate)	220.79	#
Hackney Licence Vehicle Change	15.55	#
Hackney Licence Plates	9.25	#
Private Hire Vehicle Application Fee (including Licence Plate)	173.69	#
Private Hire Vehicle Renewal Fee (including Licence Plate)	173.69	#
Private Hire Vehicle Change	15.55	#
Private Hire Licence Plates	9.25	#
Test Fee	57.00	#
Hackney carriage temporary vehicle licence (3 months)	78.76	#
Private hire temporary vehicle licence (3 months)	66.98	#
Private hire vehicle signs (two signs)	16.10	#

#### **Hackney Carriage and Private Hire Drivers**

Hackney Drivers Application Fee (3 year licence)	380.04	#
Hackney Drivers Renewal Fee	380.04	#
Hackney Drivers Knowledge Test	52.45	#
Private Hire Drivers Application Fee (3 year licence)	380.04	#
Private Hire Drivers Renewal Fee	380.04	#
Private Hire Drivers Knowledge Test	17.76	#
Hackney Carriage Replacement Badge	13.66	#
Private Hire Replacement Badge	13.66	#
Convert from Private Hire Driver to Hackney Carriage Driver	18.60	#

#### **Private Hire Operators Licence**

	548.54	#
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# subject of a report to Licensing Committee on 7 January 2019, and a further period of statutory consultation.

\* = includes VAT at 20%

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> from 1 April 2019 £	<b>Increase</b> %
<b>Statutory Permits</b>			
Unlicensed Family Entertainment Centre			
- new application	300.00	300.00	0.0%
- fast track application	100.00	100.00	0.0%
- renewal	300.00	300.00	0.0%
- change of name	25.00	25.00	0.0%
- copy permit	15.00	15.00	0.0%
<b>Club Gaming Permit</b>			
- new application	200.00	200.00	0.0%
- fast track application	100.00	100.00	0.0%
- renewal	200.00	200.00	0.0%
- vary permit	100.00	100.00	0.0%
- annual fee	50.00	50.00	0.0%
- copy permit	15.00	15.00	0.0%
<b>Club Machine Permit</b>			
- new application	200.00	200.00	0.0%
- fast track application	100.00	100.00	0.0%
- renewal	200.00	200.00	0.0%
- vary permit	100.00	100.00	0.0%
- annual fee	50.00	50.00	0.0%
- copy permit	15.00	15.00	0.0%
<b>Premises licensed to sell alcohol</b>			
- notification (automatic entitlement)	50.00	50.00	0.0%
- new application	150.00	150.00	0.0%
- fast track application	100.00	100.00	0.0%
- change of name	25.00	25.00	0.0%
- vary permit	100.00	100.00	0.0%
- annual fee	50.00	50.00	0.0%
- copy permit	15.00	15.00	0.0%
- transfer permit	25.00	25.00	0.0%
<b>Prize Gaming Permit</b>			
- new application	300.00	300.00	0.0%
- fast track application	100.00	100.00	0.0%
- renewal	300.00	300.00	0.0%
- change of name	25.00	25.00	0.0%
- copy permit	15.00	15.00	0.0%
<b>Lotteries</b>			
- registration of society	40.00	40.00	0.0%
- renewal (annual fee)	20.00	20.00	0.0%

\* = includes VAT at 20%

**Approved by the Government**

Fee to be applied by Guildford Borough Council

Environmental Protection Act 1990-Fees for authorisation of industrial process Note: these fees are prescribed nationally by regulation and are reviewed annually by DCLG.

<b>Statutory Maximum</b>									
Classes of Premises licence	Non-conversion application fee in respect of other premises	Annual fee	Maximum fee for application to vary licence	Fee for application to transfer a licence	Fee for application for reinstatement of a licence	Fee for application for provisional statement	Fee for Licence Application (provisional Statement Holders)	Fee for Copy Licence	Fee for Notification of Change
	£	£	£	£	£	£	£	£	£
Regional casino premises licence	15,000.00	15,000.00	7,500.00	6,500.00	6,500.00	15,000.00	8,000.00	25.00	50.00
Large casino premises licence	10,000.00	10,000.00	5,000.00	2,150.00	2,150.00	10,000.00	5,000.00	25.00	50.00
Small casino premises licence	8,000.00	5,000.00	4,000.00	1,800.00	1,800.00	8,000.00	3,000.00	25.00	50.00
Bingo premises licence	3,500.00	1,000.00	1,750.00	1,200.00	1,200.00	3,500.00	1,200.00	25.00	50.00
Adult gaming centre premises licence	2,000.00	1,000.00	1,000.00	1,200.00	1,200.00	2,000.00	1,200.00	25.00	50.00
Betting premises (track) licence	2,500.00	1,000.00	1,250.00	950.00	950.00	2,500.00	950.00	25.00	50.00
Family entertainment centre premises licence	2,000.00	750.00	1,000.00	950.00	950.00	2,000.00	950.00	25.00	50.00
Betting premises (other) licence	3,000.00	600.00	1,500.00	1,200.00	1,200.00	3,000.00	1,500.00	25.00	50.00

<b>Guildford Borough Council Fee</b>									
Classes of Premises licence	Non-conversion application fee in respect of other premises	Annual fee	Maximum fee for application to vary licence	Fee for application to transfer a licence	Fee for application for reinstatement of a licence	Fee for application for provisional statement	Fee for Licence Application (provisional Statement Holders)	Fee for Copy Licence	Fee for Notification of Change
	£	£	£	£	£	£	£	£	£
Regional casino premises licence	2,513.21	845.84	2,513.21	926.87	926.87	2,513.21	2,513.21	15.00	30.00
Large casino premises licence	2,513.21	845.84	2,513.21	926.87	926.87	2,513.21	2,513.21	15.00	30.00
Small casino premises licence	2,513.21	845.84	2,513.21	926.87	926.87	2,513.21	2,513.21	15.00	30.00
Bingo premises licence	2,449.78	724.23	1,449.78	864.29	864.29	2,449.78	958.94	15.00	30.00
Adult gaming centre premises licence	1,984.12	590.37	493.28	273.53	764.36	1,984.12	493.28	15.00	30.00
Betting premises (track) licence	1,984.12	590.37	984.12	273.53	764.36	1,984.12	493.28	15.00	30.00
Family entertainment centre premises licence	1,984.12	590.37	493.28	273.53	764.36	1,984.12	493.28	15.00	30.00
Betting premises (other) licence	1,984.12	590.37	493.28	273.53	764.36	1,984.12	764.36	15.00	30.00

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> from 1 April 2019 £	<b>Increase</b> %
<b>To be approved by Council</b>			
<b>House Purchase Fees</b>			
Right to Buy Engrossment Fee	82.00	85.00	3.7%
Leasehold Enquires	124.00	128.00	3.2%
(b) Equity Share Lease Surrender	106.00	110.00	3.8%
<b>Road Closure Application Fee</b>	140.00	145.00	3.6%
<i>This is the minimum standard charge which includes the cost of basic laminated signage only. The actual amount payable is subject to any additional signage costs incurred.</i>			
<b>Council Minutes Booklet and Committee Agendas - Annual Subscription</b>			
<b>- All available on line free of charge - Hard copies available but will charged at cost to GBC</b>			
Business organisations (per committee)			
Amenity organisations and private individuals			
Parish Councils (first copy free)			
Individual Agendas			
Constitution			
Annual Report and Statement of Accounts - supply to Borough Residents	Free of Charge	Free of Charge	
Annual Report and Statement of Accounts - supply to organisations and individuals outside the Borough		Individually determined	
<b>Section 106 Agreements</b>			
Suitable Access to Natural Green Space (SANGS) Section 106 agreement or Unilateral Undertaking	710.00	730.00	2.8%
Section 106 agreement or Unilateral Undertaking (development up to 25 dwellings)	1,090.00	1,110.00	1.8%
Section 106 agreement or Unilateral Undertaking (development exceeding 25 up to 50 dwellings)	2,190.00	2,210.00	0.9%
Section 106 agreement or Unilateral Undertaking (development exceeding 51 up to 100 dwellings)	Minimum of £2,190 **	Minimum of £2,210 **	0.9%
Section 106 agreement or Unilateral Undertaking (development exceeding 101 up to 199 dwellings)	Minimum of £2,190 **	Minimum of £2,210 **	0.9%
Section 106 agreement (Major applications, small scale, large scale)	Minimum of £2,190 **	Minimum of £2,210 **	0.9%
**Complex agreements, major applications, small scale, large scale can exceed £2,210, the Council's reasonable legal costs are payable.			
<b>Property Transactions – Legal Charges</b>			
Grant of new lease up to 100 sq. m	Minimum £520**	Minimum £540**	3.8%
Grant of new lease 101 to 300 sq. m	Minimum £720**	Minimum £740**	2.8%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	from 1 April 2018	from 1 April 2019	
	£	£	%
Grant of new lease 301 – 700 sq. m	Minimum £820**	Minimum £850**	3.7%
Grant of new lease over 700 sq. m	Minimum £1,240**	Minimum £1,280**	3.2%
Renewal of lease up to 100 sq. m	Minimum £410**	Minimum £420**	2.4%
Renewal of lease 101 to 300 sq. m	Minimum £520**	Minimum £540**	3.8%
Renewal of lease 301 – 700 sq. m	Minimum £620**	Minimum £640**	3.2%
Renewal of lease over 700 sq. m	Minimum £820**	Minimum £850**	3.7%
Deed of Variation	Minimum £540**	Minimum £560**	3.7%
Rent Deposit Deed	Minimum £200**	Minimum £210**	5.0%
Licence to Assign/Alter	Minimum £520**	Minimum £540**	3.8%
Licence to Underlet	Minimum £620**	Minimum £640**	3.2%
Grant of new Licence for grazing/garden/access	Minimum £460**	Minimum £480**	4.3%
Renewal of Licence for grazing/garden/access	Minimum £260**	Minimum £270**	3.8%
Grant of new Licence for scaffolding/development compound	Minimum £460**	Minimum £480**	4.3%
Renewal of Licence for scaffolding/development compound	Minimum £360**	Minimum £370**	2.8%
Grant of Easement/wayleave	Minimum £520**	Minimum £540**	3.8%
Sale of freehold	Minimum £720**	Minimum £740**	2.8%

\*\* These are the minimum standard charges. Protracted or complex cases can exceed these figures in which case the Council's reasonable legal costs are payable

#### **Approved by the Government**

#### **Electoral Register Sales**

Fees are set by Statute and are available on request.

\*= includes VAT at 20%

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> From 1 April 2019 £	<b>Increase</b> %
<b>To be approved by Council</b>			
Statutory Planning Fees can be found by referring to current government legislation. The Planning Portal is the UK online planning and building regulations resource- <a href="http://www.planningportal.gov.uk/planning/planningpolicyandlegislation/currentlegislation/statutoryinstruments">http://www.planningportal.gov.uk/planning/planningpolicyandlegislation/currentlegislation/statutoryinstruments</a>			
<b>Decision Notices</b>			
Planning Decisions (TP3s) - post 2005 on website	19.50 *	20.00 *	2.6%
Planning Appeal Decisions - post 2005 on website	19.50 *	20.00 *	2.6%
Planning Legal agreements (Section 106 etc.) - if available on website (New)	19.50 *	20.00 *	2.6%
Tree Preservation Orders (if available on website)	19.50 *	20.00 *	2.6%
BC Completion Certificate pre 2001	19.50 *	20.00 *	2.6%
BC Completion Letter pre 1991	19.50 *	20.00 *	2.6%
<b>Self-build and Custom Housebuilding Register</b>			
Initial entry on the register	26.00 *	26.00 *	0.0%
Initial entry fee for additional members of an Association	Not applicable	10.50 *	
Initial entry onto Part 2 of the register	Not applicable	10.50 *	
Annual fee for remaining on Part 1 and Part 2 the register	10.50 *	10.50 *	0.0%
<b>All charges are per document</b>			
<b>If the above information is not available on our website the photocopying charges listed below will apply:-</b>			
<b>Photocopy Charges</b>			
Plan Copying(A2-A0)	13.00	13.50	3.8%
Photocopying Charges (black and white A4)	0.34 *	0.35 *	2.9%
Photocopying Charges (black and white A3)	0.34 *	0.35 *	2.9%
Photocopying Charges (colour A4)	0.58 *	0.60 *	3.4%
Photocopying Charges (colour A3)	0.58 *	0.60 *	3.4%
<b>Supply of information to professional organisations</b>			
General enquiries (one off charge)	70.00 *	72.00 *	2.9%

Tables A,B, C, (domestic) D and E (commercial) for Building Control fees are available on the web site or from the Building Control office

\*= includes VAT at 20%

	<b>2018-19</b> from 1 April 2018 £	<b>2019-20</b> From 1 April 2019 £	<b>Increase</b> %
<b>Pre Application Advice</b>			
<b>Householder and new dwellings</b>			
<b>Category: BRONZE</b>			
Householder	54.00 *	56.00 *	3.7%
1-4 dwellings	160.00 *	165.00 *	3.1%
5-9 dwellings	270.00 *	280.00 *	3.7%
10-49 dwellings	540.00 *	560.00 *	3.7%
50+ dwellings	810.00 *	840.00 *	3.7%
<b>Category: SILVER</b>			
Householder	110.00 *	115.00 *	4.5%
1-4 dwellings	325.00 *	335.00 *	3.1%
5-9 dwellings	385.00 *	400.00 *	3.9%
10-49 dwellings	810.00 *	840.00 *	3.7%
50+ dwellings	1,625.00 *	1,700.00 *	4.6%
<b>Category: GOLD</b>			
Householder	Not applicable	Not applicable	
1-4 dwellings	Not applicable	Not applicable	
5-9 dwellings	810.00 *	840.00 *	3.7%
10-49 dwellings	1,085.00 *	1,125.00 *	3.7%
50+ dwellings	2,700.00 *	2,800.00 *	3.7%
<b>Category: PLATINUM</b>			
Householder	Not applicable	Not applicable	
1-4 dwellings	Not applicable	Not applicable	
5-9 dwellings	Not applicable	Not applicable	
10-49 dwellings	Price on application *	Price on application *	
50+ dwellings	Price on application *	Price on application *	
<b>Extras</b>			
<b>Additional plans</b>			
Householder	54.00 *	56.00 *	3.7%
1-4 dwellings	81.00 *	84.00 *	3.7%
5-9 dwellings	162.00 *	168.00 *	3.7%
10-49 dwellings	545.00 *	565.00 *	3.7%
50+ dwellings	815.00 *	845.00 *	3.7%

\*= includes VAT at 20%

	2018-19 from 1 April 2018 £	2019-20 From 1 April 2019 £	Increase %
<b>Additional meetings</b>			
Householder			
1-4 dwellings			
5-9 dwellings	325.00 *	335.00 *	3.1%
10-49 dwellings	650.00 *	670.00 *	3.1%
50+ dwellings	865.00 *	900.00 *	4.0%
<b>Commercial and other development</b>			
<b>Category: BRONZE</b>			
Commercial up to 250 sq metres	162.00 *	168.00 *	3.7%
Commercial up to 500 sq metres	270.00 *	280.00 *	3.7%
Commercial up to 1000 sq metres	435.00 *	450.00 *	3.4%
Commercial up to 2500 sq metres	545.00 *	565.00 *	3.7%
Commercial over 2500 sq metres	815.00 *	845.00 *	3.7%
Other (listed building, change of use, advertisements, agricultural and telecommunications)	220.00 *	230.00 *	4.5%
<b>Category: SILVER</b>			
Commercial up to 250 sq metres	270.00 *	280.00 *	3.7%
Commercial up to 500 sq metres	385.00 *	400.00 *	3.9%
Commercial up to 1000 sq metres	710.00 *	735.00 *	3.5%
Commercial up to 2500 sq metres	815.00 *	845.00 *	3.7%
Over 2500 sq metres	1,100.00 *	1,150.00 *	4.5%
Other (listed building, change of use, advertisements, agricultural and telecommunications)	385.00 *	400.00 *	3.9%
<b>Category: GOLD</b>			
Commercial up to 250 sq metres			
Commercial up to 500 sq metres	815.00 *	845.00 *	3.7%
Commercial up to 1000 sq metres	930.00 *	965.00 *	3.8%
Commercial up to 2500 sq metres	1,635.00 *	1,700.00 *	4.0%
Over 2500 sq metres	2,175.00 *	2,250.00 *	3.4%
Other (listed building, change of use, advertisements, agricultural and telecommunications)			
<b>Category: PLATINUM</b>			
Commercial up to 250 sq metres	Not applicable	Not applicable	
Commercial up to 500 sq metres	Not applicable	Not applicable	
Commercial up to 1000 sq metres	Not applicable	Not applicable	
Commercial up to 2500 sq metres	Not applicable	Not applicable	
Over 2500 sq metres	Price on application *	Price on application *	
Other (listed building, change of use, advertisements, agricultural and telecommunications)	Not applicable	Not applicable	

\*= includes VAT at 20%



	2018-19 from 1 April 2018 £	2019-20 From 1 April 2019 £	Increase %
<b>Extras</b>			
<b>Additional plans</b>			
Commercial up to 250 sq metres	81.00 *	84.00 *	3.7%
Commercial up to 500 sq metres	162.00 *	168.00 *	3.7%
Commercial up to 1000 sq metres	325.00 *	335.00 *	3.1%
Commercial up to 2500 sq metres	545.00 *	565.00 *	3.7%
Commercial over 2500 sq metres	815.00 *	845.00 *	3.7%
Other (listed building, change of use, advertisements, agricultural and telecommunications)	162.00 *	168.00 *	3.7%
<b>Meeting</b>			
Commercial up to 250 sq metres			
Commercial up to 500 sq metres	325.00 *	335.00 *	3.1%
Commercial up to 1000 sq metres	435.00 *	450.00 *	3.4%
Commercial up to 2500 sq metres	650.00 *	675.00 *	3.8%
Commercial over 2500 sq metres	865.00 *	900.00 *	4.0%
Other (listed building, change of use, advertisements, agricultural and telecommunications)	325.00 *	335.00 *	3.1%
<b>Duty Officer service</b>	54.00 *	56.00 *	3.7%
No charge will be made for:			
- advice given during the process of a planning application			
- advice given to non- profit making organisations/ charities/ hospitals/ *statutory bodies (up to the point where professional agents are appointed)			
- advice on proposals relating to disabled living			
Parish councils will receive 50% off the fee			
* a statutory body is based on the definition set out in the General Development Order			
<b>Planning performance agreements</b>			
<b>For major applications only ( residential or commercial)</b>			
Deposit	n/a	500.00 *	
Subsequent costs	n/a	Price on application *	
<b>Charges for tree advice- for a site visit and written response</b>			
<b>Pre- application advice on works to trees (TPO and conservation area)</b>			
First hour	82.00 *	85.00 *	3.7%
Per subsequent hours	54.00 *	56.00 *	3.7%
<b>General tree advice</b>			
First hour	82.00 *	85.00 *	3.7%
Per subsequent hours	54.00 *	56.00 *	3.7%
<b>Tree survey on proposed development site</b>			
Per hour	82.00 *	85.00 *	3.7%
<b>High Hedges</b>	565.00	585.00	3.5%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	from 1 April 2018	From 1 April 2019	
	£	£	%

**Conservation Area Character Appraisals and Landscape Character Assessments are available to download for free on our website- price on application for printed copies**

#### **Local Plan Documents**

##### **Examination Documents**

Submission Local Plan: strategy and sites - Main Modifications (2018)	Not applicable	£43.50	0.0%
Schedule of Main Modifications to the Plan (2018)	Not applicable	£15.00	0.0%
Schedule of Minor Modifications to the Plan (2018)	Not applicable	£15.00	0.0%

##### **Submission Documents**

Submission Local Plan: strategy and sites (2017)	42.00	43.50	3.6%
Guildford borough Proposed Submission Local Plan: strategy and sites (2016)	42.00	43.50	3.6%
Schedule of proposed minor modifications to Submission Local Plan (2017)	15.00	15.00	0.0%
Track changed version of Submission Local Plan (2017)	42.00	43.50	3.6%
Sustainability Appraisal (SA) and Non-technical Summary (2017)	26.00	26.50	1.9%
Habitat Regulations Assessment (HRA) (2017)	15.00	16.50	10.0%
Equalities Impact Assessment (EIA) Screening (2014)	2.50	3.00	20.0%
Local Development Scheme (LDS) (2017)	2.50	3.00	20.0%
Consultation Statement (2017)	130.00	135.00	3.8%
Community Involvement in Planning (2013)	8.50	9.00	5.9%
Monitoring Report 2016/17 (2017)	8.50	9.00	5.9%

##### **Housing**

West Surrey Strategic Housing Market Assessment (SHMA) (2015)	32.00	33.00	3.1%
West Surrey SHMA - Guildford Summary Report (2015)	8.50	9.00	5.9%
West Surrey SHMA: Guildford Addendum Report 2017 (2017)	15.00	15.50	3.3%
Review of Housing Needs Evidence across West Surrey HMA (2017)	8.50	9.00	5.9%
Traveller Accommodation Assessment (TAA) (2017)	16.00	16.50	3.1%
Land Availability Assessment (LAA) (2017)	72.00	74.00	2.8%
Land Availability Assessment (LAA) (2016)	72.00	74.00	2.8%

##### **Employment**

Employment Land Needs Assessment (ELNA) (2017)	16.00	16.50	3.1%
West Surrey Functional Economic Market Area (FEMA) (2016)	2.50	3.00	20.0%
Retail and Leisure Update Study (2014)	30.00	31.00	3.3%
Guildford Retail and Leisure Study Addendum (2017)	8.50	9.00	5.9%

##### **Protecting and Design**

Historic Environment Information (2016)	44.50	45.00	1.1%
Environmental Sustainability and Climate Change Study (2013)	11.50	12.00	4.3%
Assessment of the Viability of Carbon Emission Targets for New Builds (2017)	25.00	26.00	4.0%
Guildford Renewable Energy Mapping Study (2015)	14.00	15.00	7.1%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	from 1 April 2018	From 1 April 2019	
	£	£	%
Green Belt and Countryside Study , Volumes I – VI	335.00	345.00	3.0%
Green Belt and Countryside Study - volume I	28.00	29.00	3.6%
Green Belt and Countryside Study - volume II	65.00	67.00	3.1%
Green Belt and Countryside Study - volume II appendix III	124.00	127.50	2.8%
Green Belt and Countryside Study - volume III	56.00	57.50	2.7%
Green Belt and Countryside Study - volume III appendix VI	49.00	50.50	3.1%
Green Belt and Countryside Study - volume IV	44.00	45.50	3.4%
Green Belt and Countryside Study - volume V	125.00	129.00	3.2%
Green Belt and Countryside Study - volume VI	4.50	5.00	11.1%
Landscape Character Assessment (4 volumes) (2007):			
- Volume 1 - Rural Assessment	25.00	26.00	4.0%
- Volume 2 - Rural-Urban Fringe Assessment	20.00	21.00	5.0%
- Volume 3 - Townscape Assessment	20.00	21.00	5.0%
- Volume 4 - Countryside Character Areas	5.00	5.00	0.0%
Surrey Hills AONB Areas of Search Natural Beauty Evaluation Report (2013)	10.00	10.50	5.0%
Thames Basin Heaths Special Protection Area Avoidance Strategy Supplementary Planning Document (2017)	10.00	10.50	5.0%
Sites of Nature Conservation Importance (SNCI) Surveys 2004-2007	8.50	9.00	5.9%
SNCI Survey Report – Former Wisley airfield (2016)	10.00	10.50	5.0%
SNCI Survey Report – Little Flexford (2016)	8.50	9.00	5.9%
Strategic Flood Risk Assessment (SFRA)			
- Level 1 SFRA: Summary Report (2016)	5.00	5.50	10.0%
- Level 1 SFRA: Volume 1 - Final Decision Support	12.00	12.50	4.2%
- Level 1 SFRA: Volume 2 - Technical Report (2016)	10.50	11.00	4.8%
- Level 1 SFRA: Flood risk Sequential and Exception Test (2017)	9.00	9.50	5.6%
- Level 2 SFRA (2016)	23.50	24.00	2.1%
- Level 2 SFRA: 2017 Addendum (2017)	8.50	9.00	5.9%
Surface Water Management Plan (Six documents)	20.00	21.00	5.0%
<b>Infrastructure and Delivery</b>			
Guildford borough Infrastructure baseline (Guildford Borough Council, July 2013)	24.50	25.00	2.0%
Guildford borough Infrastructure Delivery Plan (IDP) (Guildford Borough Council, December 2017)	15.00	15.50	3.3%
Local Plan and CIL Viability Study (2016)	15.00	15.50	3.3%
Local Plan Viability Update (2017)	8.50	9.00	5.9%
Guildford Education Review (2016)	5.00	5.50	10.0%
Open Space, Sports and Recreation Assessment (2017)	50.00	52.00	4.0%
Guildford Assessment of Sites for Amenity Value (2017)	18.50	19.00	2.7%
Settlement Hierarchy Study (2014)	22.50	23.00	2.2%
Settlement Profiles (2013)	19.50	20.00	2.6%
Water Quality Assessment (2017)	8.50	9.00	5.9%

\*= includes VAT at 20%

	2018-19 from 1 April 2018 £	2019-20 From 1 April 2019 £	Increase %
<b>Transport</b>			
Guildford Borough Transport Strategy 2017 (December 2017)	10.00	10.50	5.0%
Strategic Highway Assessment for the Guildford borough Proposed Submission: strategy and sites (various years)	18.00	18.50	2.8%
Study of performance of A3 trunk road interchanges in Guildford urban area to 2024 under development sc	15.00	15.50	3.3%
Study of performance of A3 trunk road interchanges in Guildford urban area to 2024 under development sc	15.00	15.50	3.3%
Guildford Town and Approaches Movement Study (2015)	60.00	62.00	3.3%
Guildford Town Centre Parking Strategic Review (2013)	15.00	15.50	3.3%
A Sustainable Parking Strategy for Guildford 2016 (Guildford Borough Council, 2016)	10.00	10.50	5.0%
Parking Business Plan 2017 (Guildford Borough Council, 2017)	10.00	10.50	5.0%
Draft Guildford Town Centre Vision (Allies and Morrison Urban Practitioners, June 2014)	15.00	15.50	3.3%
Guildford Town Centre and Hinterland Masterplan Report: Final draft report for consultation (various years)	25.00	26.00	4.0%
Guildford Town Centre Regeneration Strategy 2017 (Guildford Borough Council, January 2017)	15.00	15.50	3.3%
Guildford Local Cycling Plan (Surrey County Council, undated circa 2015) [Accessed 6/12/2017]	10.00	15.50	55.0%
<b>Other Supporting Documents</b>			
Habitat Regulations Assessment (HRA) Screening (2013)	9.00	10.00	11.1%
Sustainability Appraisal (SA) Scoping Report (2013)	10.00	10.50	5.0%
SA site assessment criteria	5.00	5.00	0.0%
Guildford borough Local Plan Strategy and Sites Issues and Options (2013)	30.00	31.00	3.3%
Community Engagement Statement (Issues and Options) (2014)	10.00	10.50	5.0%
Initial Sustainability Appraisal (SA) (2013)	25.00	25.50	2.0%
Statement of Community Engagement (draft Local Plan) (2014)	5.00	5.00	0.0%
Interim Sustainability Appraisal (SA) Report (2014)	15.00	15.50	3.3%
Sustainability Appraisal (SA) of the Guildford borough Local Plan (2016)	25.00	25.50	2.0%
Sustainability Appraisal (SA) non-technical summary (2016)	3.00	3.00	0.0%
Guildford Local Plan HRA update May 2018	15.00	15.50	3.3%
<b>Neighbourhood Plans</b>			
Burpham Neighbourhood Plan	15.00	15.50	3.3%
Effingham Neighbourhood Plan	15.00	15.50	3.3%
East Horsley Neighbourhood Plan	15.00	15.50	3.3%
<b>Topic Papers</b>			
Topic paper: Duty to Cooperate (2017)	67.00	69.00	3.0%
Topic paper: Transport (2017)	21.50	22.00	2.3%
Topic paper: Green Belt and Countryside (2017)	14.00	14.50	3.6%
Topic paper: Housing Delivery (2017)	11.50	12.00	4.3%
Topic paper: Employment (2017)	12.00	12.50	4.2%
Topic paper: Retail and Town Centre (2017)	4.00	4.50	12.5%
Topic paper: Leisure and Tourism (2017)	16.50	17.00	3.0%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	from 1 April 2018	From 1 April 2019	
	£	£	%
Topic paper: Housing Type Tenure and Mix (2017)	1.50	2.00	33.3%
Topic paper: Flood Risk (2017)	14.00	14.50	3.6%
Topic paper: Environmental Sustainability and Climate Change (2017)	3.50	4.00	14.3%
Topic paper: Green and Blue Infrastructure (2017)	3.00	3.50	16.7%
<b>Supplementary Planning Guidance</b>			
Residential Extensions and Alterations SPD	Not applicable	20.00	
<b>Development Briefs and Other Strategies</b>			
Thames Basin Heath Special Protection Area Avoidance Strategy (2017)	8.50	10.00	17.6%
<b>Postage and packing</b>			
Small documents	1.55 *	1.60 *	3.2%
Large documents	3.90 *	4.00 *	2.6%
Draft Local Plan- first class	16.35 *	16.75 *	2.4%
Draft Local Plan- second class	14.25 *	14.75 *	3.5%
<b>The above Local Plan documents are available to download for free on our website</b>			
<b>Land Charges Search Fees -(VAT introduced on 31st March 2017)</b>			
Basic Fee- domestic	161.00 *	172.00 *	6.8%
LLC1 Only- domestic	35.00	40.00	14.3%
Con 29R Only- domestic	126.00 *	132.00 *	4.8%
Basic Fee- commercial	223.00 *	234.00 *	4.9%
LLC1 Only- commercial	55.00	60.00	9.1%
Con 29R Only- commercial	168.00 *	174.00 *	3.6%
Con29 Additional Questions- Surrey County Council	18.00 *	19.20 *	6.7%
Con29 Additional Questions- Guildford Borough Council	12.00 *	12.00 *	0.0%
Assisted Personal Search	30.00	32.00	6.7%
Assisted Con29R Search (Per Question)	6.00 *	7.20 *	20.0%
Additional Parcels of Land	11.00 *	11.00 *	0.0%
Additional Questions	42.00 *	48.00 *	14.3%
<b>Farmers Market</b>			
Stall Charge (per market, per linear metre of frontage)	9.17	9.50	3.6%
Fee Supplement	3.60	4.00	11.1%
Car Parking	9.00 *	9.00 *	0.0%

\*= includes VAT at 20%

	2018-19 from 1 April 2018 £	2019-20 From 1 April 2019 £	Increase %
<b>Standard charges</b>			
<b>Poster Boards</b>			
All poster boards are A4 sheet poster size			
- Rental per space - Rental per week	12.25 *	12.75 *	4.1%
<b>Banner Boards</b>			
- Rental per space - Rental per week			
Large 9ft banners	70.50 *	73.00 *	3.5%
A0 & A1- category A (all except Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	62.00 *	64.00 *	3.2%
A0 & A1- category B (Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	49.50	51.00 *	3.0%
A2 & A3	24.75 *	25.50 *	3.0%
<b>Concessionary charges</b>			
<b>Poster Boards</b>			
All poster boards are A4 sheet poster size			
- Rental per space - Rental per week	9.90 *	10.25 *	3.5%
<b>Banner Boards</b>			
- Rental per space - Rental per week			
Large 9ft banners	57.00 *	58.50 *	2.6%
A0 & A1- category A (all except Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	47.00 *	48.50 *	3.2%
A0 & A1- category B (Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	39.50	40.50 *	2.5%
A2 & A3	19.80 *	20.50 *	3.5%
<b>High Street Banner</b>			
Upper High Street - Rental per space - Rental per week	389.00 *	395.00 *	1.5%
Upper High Street - Rental per space - Rental subsequent weeks (maximum rental 3 weeks)	142.00 *	145.00 *	2.1%
Lower High Street - Rental per space - Rental per week	389.00	395.00	1.5%
Lower High Street - Rental per space - Rental subsequent weeks (maximum rental 3 weeks)	142.00	145.00	2.1%
<b>North Street Rotunda</b>			
<b>Standard charges for full day</b>			
-Weekday	100.00	120.00	20.0%
- Saturday	160.00	190.00	18.8%
- Sunday	130.00	160.00	23.1%
<b>Concessionary charges for full day</b>			
-Weekday	30.00	60.00	100.0%
- Saturday	50.00	100.00	100.0%
- Sunday	40.00	80.00	100.0%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b>To be approved by Council</b>			
<b>Off Street Car Park Charges</b>			
<b>Contract Car Parking</b>			
Main car parks - Monday to Friday only - Per year	2,528.19 *	2,528.19 *	0.0%
Main car parks - Saturday only - Per year	505.76 *	505.76 *	0.0%
Main car parks - Monday to Saturday only - Per year	3,033.64 *	3,033.64 *	0.0%
Stoke Fields, Stoke Road, and Eagle Road car parks - Resident rate - Per year	607.47 *	607.47 *	0.0%
<b>Season Ticket Parking</b>			
Farnham Road car park - Monday to Friday only - Per year	1,964.70 *	1,964.70 *	0.0%
Farnham Road car park - Monday to Saturday only - Per year	2,357.62 *	2,357.62 *	0.0%
York Road car park - Monday to Friday only - Per year	1,964.70 *	2,062.94 *	5.0%
York Road car park - Monday to Saturday only - Per year	2,357.62 *	2,475.50 *	5.0%
Bedford Road car park - Monday to Friday only - Per year	2,210.65 *	2,210.65 *	0.0%
Guildford Park car park - Monday to Friday only - Per year	1,030.00 *	1,030.00 *	0.0%
<b>Garages</b>			
Gardner Road, Stoke Fields, Bedford Sheds - Residents only - Per year	735.31 *	764.72 *	4.0%
Gardner Road, Stoke Fields, Park Road - Non-residents - Per year	1,235.54 *	1,284.96 *	4.0%
Bedford Road Sheds - Non-resident - Per year	1,770.22 *	1,841.03 *	4.0%
<b>Penalty Fee Notice</b>			
Pay and display space	25.00	25.00	0.0%
Permit space	35.00	35.00	0.0%
<b>On Street Car Park Charges</b>			
<b>Parking Meter Charges</b>			
Town centre - charge per 30 minutes	0.80	1.00	25.0%
Other on-street parking bays	0.60	0.60	0.0%
<b>Resident Permit</b>			
First permit - per year	50.00	50.00	0.0%
Second permit - per year	80.00	80.00	0.0%
Vehicles under 1200cc or powered by an alternative fuel source are entitled to a 20% discount			

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b>Visitor Permit</b>			
Per permit	2.00	2.00	0.0%
<b>Business Permit</b>			
First permit - per year	40.00	40.00	0.0%
Second permit - per year	80.00	80.00	0.0%
Vehicles under 1200cc or powered by an alternative fuel source are entitled to a 20% discount			
<b>Carers Permit</b>			
Per permit - Per year	5.00	5.00	0.0%
<b>Penalty Fee Notice</b>			
Pay and display space	25.00	25.00	0.0%
Permit space	35.00	35.00	0.0%
<b>Markets</b>			
North Street - Market Stall per day per metre, stall frontage	14.94	15.00	0.4%
<b>Refuse Collection Service</b>			
Special Collection of Household Refuse	Price on application	Price on application	
For a single item	Price on application	Price on application	
For 2 to 5 items	Price on application	Price on application	
For the collection of large quantities with charges being assessed by a Council Inspector			
Domestic Waste per hour or part thereof (Minimum charge 1 hour)	Price on application	Price on application	
Commercial Waste per hour or part thereof (Minimum 2 hours)	Price on application	Price on application	
Duty of care certificate	20.67 *	22.50 *	8.9%
<b>Dog Fouling</b>			
Fixed Penalty Charge	50.00	n/a	
Replaced by public spaces protection orders (Anti Social Behaviour, Crime and Policing Act 2014)- fines of up to £100 on the spot or up to £1,000 if the matter goes to court			

\*= includes VAT at 20%



	<b>2018-19</b> From 1 April 2018 £	<b>2019-20</b> From 1 April 2019 £	<b>Increase</b> %
<b>Approved under Delegated Authority</b>			
<b>Cleansing</b>			
<b>Provision of bins to housing developments &amp; redevelopments</b>			
Initial supply and delivery of one refuse and one recycling standard 140ltr, 240ltr or 360ltr bins to new or refurbished properties	60.00	60.00	0.0%
Initial supply and delivery of 770ltr bins to new properties	272.60	280.78	3.0%
Initial supply and delivery of 1100ltr bins to new properties	271.36	279.50	3.0%
<i>Charges for 770ltr and 1100ltr bins are subject to change to reflect the cost to the Council of purchasing the bins from our supplier.</i>			
<b>Recycling - Green Waste Bins</b>			
Per Bin	35.00	38.00	8.6%
Replacement Bin	30.00	30.00	0.0%
1 Set of 4 - 60 litre sacks	35.00	38.00	8.6%
<b>Refuse</b>			
Replacement Bin	30.00	30.00	0.0%
<b>Miscellaneous for Small Businesses</b>			
Sharps collection - service agreement for 6 months delivery and removal of 25 x 7cl Sharps boxes on monthly collection.	Price on application	Price on application	
<b>Abandoned Vehicles</b>			
Recovery and Release of vehicle	105.00	105.00	0.0%
Daily Charge (Monday to Friday)	12.00	12.00	0.0%
<b>Approved by Government</b>			
<b>Public</b>			
MOT	54.80	54.80	0.0%
Re-test within 24 hours on minor items	Free of charge	Free of charge	
Re-test within 10 days	27.40	27.40	0.0%
Thereafter full cost			
<b>Taxi</b>			
Vehicle Inspection Fee	57.00	57.00	0.0%
MOT carried out as part of the Taxi Inspection (to be booked at the same time)	27.40	27.40	0.0%
For a full list of charges please contact the MOT bay			

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b>To be approved by Council</b>			
<b>Parks and Open Spaces</b>			
<b>Tennis-Stoke Park and Sutherland Memorial Park</b>			
Adult per court, per hour	6.70 *	6.70	0.0%
Junior (under 18) & concession price, per court, per hour	5.70 *	5.70	0.0%
Coaching	6.70 *	6.70	0.0%
Burpham Tennis Club	5.70 *	5.70	0.0%
<b>Mini Golf - Stoke Park</b>			
Adults	4.50 *	4.50	0.0%
Children	3.00 *	3.00	0.0%
Family Ticket (2 adults and 3 under 16's)	12.50 *	12.50	0.0%
<b>Cricket: All sites</b>			
Evening 17:00 hrs onwards - Adults (up to 4 hours)	99.00 *	99.00	0.0%
Full Day - Adults (22 yrs)	134.00 *	134.00	0.0%
Standard Pitch - Under 18's	43.00 *	43.00	0.0%
Small Pitch - Junior teams under 15's	32.50 *	32.50	0.0%
<b>Football - All sites</b>			
Grass football pitch 3 hours - U18's 11-a-side football	47.50 *	48.50	2.1%
Grass football pitch 3 hours - Adult 11-a-side football	86.00 *	88.00	2.3%
Grass football pitch 90 minutes - 9v9 football	32.00 *	33.00	3.1%
Grass football pitch 90 minutes - 7v7 football	31.00 *	32.00	3.2%
Grass football pitch 90 minutes - 5v5 football	29.00 *	30.00	3.4%
<b>Rugby:</b>			
Rugby pitch 2 hours - U18's rugby	47.50 *	48.50	2.1%
Rugby pitch 2 hours - Adult rugby	86.00 *	88.00	2.3%
Rugby training (no pitch use) 2 hours - Rugby training area	29.00 *	30.00	3.4%
Touch rugby 2 hours - U18's touch rugby	47.50 *	48.50	2.1%
<b>Netball - Stoke Park (Adult)</b>	34.00 *	35.00	2.9%
<b>Netball - Stoke Park (School usage and U18)</b>	16.00 *	17.00	6.3%
<b>Softball/Rounders - (Adult)</b>	42.00 *	43.00	2.4%
<b>Softball/Rounders - (School and U18)</b>	23.00 *	24.00	4.3%
<b>Badminton - Stoke Park</b>	2.00 *	2.00	0.0%

\*= includes VAT at 20%

	<b>2018-19</b> From 1 April 2018 £	<b>2019-20</b> From 1 April 2019 £	<b>Increase</b> %
<b>Grass Athletics Track - Stoke Park (Adult groups/Organisations) 2 hours</b>	86.00 *	87.00	1.2%
<b>Grass Athletics Track - Stoke Park (Schools and U18 groups) 2 hours</b>	47.50 *	48.50	2.1%
<b>Lacrosse:</b>			
Stoke Park - Adults	86.00 *	87.00	1.2%
Stoke Park - School usage and youth (Under 18's)	47.50 *	48.50	2.1%
<b>Table Tennis - All Per 30 minutes</b>	2.00 *	1.00	-50.0%
<b>Frisbee pitch 2 hours (All)</b>	33.00 *	33.00	0.0%
<b>Event all Sites</b>			
Price on application (minimum charge £50 per day)	Price on application	Price on application	
Community events receive a 50% discount			
Charity and 100% fundraising events receive a 60% discount			
<b>Circuses and Fun Fairs</b>			
Per day on site including set up/dismantle (Shalford Common only)	Price on application	Price on application	
Per day on site (all other sites) if onsite longer than 6 days receive a 5% discount			
Set up/dismantle fee per day			
<b>Filming all Sites: -</b>			
Per Event - Per Day on Site (Negotiable) Minimum £50 - Maximum £1,000 per day	Price on application	Price on application	
<b>Fitness Sessions</b>			
	Price on application	Price on application	
<b>Forest school use of site - per child per visit</b>	2.00	2.00	0.0%
<b>Car Parking Only All Sites:</b>			
Per Day on Site (not in conjunction with event hire)	Price on application	Price on application	
<b>Commemorative Benches (All sites)</b>			
	Price on application	Price on application	
<b>Shalford Park:</b>			
Camping and Caravanning (Club Use) - per unit per night	9.00 *	9.50 *	5.6%
<b>Chantries Camp Site: per person per day/night</b>			
Minimum charge for groups of 3 persons or under	4.75 *	4.75 *	0.0%
	15.00	15.00 *	0.0%

\*= includes VAT at 20%

	<b>2018-19</b> From 1 April 2018 £	<b>2019-20</b> From 1 April 2019 £	<b>Increase</b> %
<b>Sutherland Memorial Park</b>			
<b>Astro Pitch 5-a-side</b>			
All - per court per hour before 4pm (Weekdays and weekend)	10.50 *	10.50	0.0%
5-a-side Football per court per hour including floodlights - Adults	48.50 *	49.50	2.1%
5-a-side Football per court per hour including floodlights - Youth (Under 18's)	24.50 *	25.00	2.0%
<b>Balloon Flights</b>			
Seasonal annual agreement paid in advance for take off rights per site	615.00	625.00	1.6%
<b>Greenark</b>			
Commercial - Each hour or part	23.00	20.00	-13.0%
Community - Each hour or part	19.50	17.00	-12.8%
For regular users book 10 and receive 10% discount			
<b>Approved under Delegated Authority</b>			
<b>Guildford Crematorium</b>			
<b>Cremation Fees</b>			
For the cremation of a child whose age at death did not exceed 16 years (incl medical referee fees)	46.00	46.00	0.0%
For the cremation of a person whose age at the time of death exceeded 16 years (incl medical referee fees)	810.00	810.00	0.0%
Saturday cremation (09:00 am - 12 noon)	1,060.00	1,060.00	0.0%
Cancellation of diary booking with less than 48 hours notice and late delivery of papers	125.00	130.00	4.0%
Service of double or additional length; per 45 minutes additional fee of:	205.00	210.00	2.4%
Service which exceeds the allocated timeslot of 30 minutes	250.00	275.00	10.0%
Cremation of a child on a Saturday (9am - 12 noon)	140.00	140.00	0.0%
Cremation of Non Viable Foetus (NVF) (up to 24 weeks gestation)	21.00	0.00	-100.0%
Fee for exhuming ashes if not for re-internment within the grounds	105.00	110.00	4.8%

NOTE: The cremation fee includes:

The use of the organ and the provision of a plastic urn if required or interment in the grounds.

Use of Chapel - service time of 30 minutes, waiting room, etc. and all attendances after coffin is placed on catafalque by funeral director. Use of Wesley music system not including CD/DVD copies or visual tribute

Disposal of ashes in Garden of Remembrance

Certificate of cremation for burial of ashes elsewhere.

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b>Wesley Music</b>			
Audio recording of funeral service - 1st copy	45.00 *	48.00 *	6.7%
Audio recording of funeral service - additional copies	18.00 *	19.00 *	5.6%
DVD recording of funeral service - 1st copy	55.00 *	58.00 *	5.5%
DVD recording of funeral service - additional copies	22.00 *	24.00 *	9.1%
<b>Wesley Tributes</b>			
Wesley Visual Tribute (up to 30 images)	75.00	80.00	6.7%
Wesley Visual Tribute; per image after 30 images	1.65	1.75	6.1%
DVD copy of funeral service incorporating visual tribute	65.00	69.00	6.2%
DVD copy of funeral service incorporating visual tribute additional copy	22.00	24.00	New charge
<b>Urns and Containers</b>			
Plastic Travel Polytainer	23.00 *	23.00 *	0.0%
Wooden Casket	68.00 *	70.00 *	2.9%
Decorative Urns	115.00 *	118.00 *	2.6%
Decorative keepsake urns	36.00 *	37.00 *	2.8%
Scatter tubes	42.00 *	43.00 *	2.4%
Child Scatter tubes	15.00 *	15.00 *	0.0%
<b>Deposit of Ashes</b>			
For the scattering of ashes in the Garden of Remembrance when cremation has taken place elsewhere	98.00	105.00	7.1%
Split of ashes to include 2x cremation certificate and 2x polytainers for separate scattering elsewhere.	46.00	48.00	4.3%
<b>Memorials and Inscriptions</b>			
<b>Entries in the Book of Remembrance</b>			
2 line entry	98.00 *	100.00 *	2.0%
5 line entry	130.00 *	135.00 *	3.8%
5 line entry with motif	205.00 *	210.00 *	2.4%
8 line entry	160.00 *	165.00 *	3.1%
8 line entry with motif	235.00 *	242.00 *	3.0%
Motif	75.00 *	78.00 *	4.0%
Additional Lines	16.50 *	17.00 *	3.0%
<b>Replicas of entries in Book of Remembrance Memorial Cards</b>			
2 line entry	38.00 *	39.00 *	2.6%
5 line entry	59.00 *	61.00 *	3.4%
5 line entry with motif	135.00 *	140.00 *	3.7%
8 line entry	75.00 *	78.00 *	4.0%
8 line entry with motif	150.00 *	155.00 *	3.3%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
Motif	75.00 *	78.00 *	4.0%
Additional Lines	16.50 *	17.00 *	3.0%
<b>Miniature Books of Remembrance</b>			
2 line entry	86.00 *	89.00 *	3.5%
5 line entry	120.00 *	125.00 *	4.2%
5 line entry with motif	195.00 *	200.00 *	2.6%
8 line entry	135.00 *	140.00 *	3.7%
8 line entry with motif	210.00 *	215.00 *	2.4%
Motif	75.00 *	78.00 *	4.0%
Additional Lines	16.50 *	17.00 *	3.0%
<b>Adoption of Rose Trees (including nameplate)</b>			
Standard Roses (5 years) with aluminium plaque	550.00 *	560.00 *	1.8%
Renewals after initial period:			
(a) 5 years	305.00 *	315.00 *	3.3%
(b) 1 year	100.00 *	102.00 *	2.0%
<b>Trees</b> (5 years) with aluminium plaque	775.00 *	Not currently available *	
Renewals after initial period:			
(a) 5 years	525.00 *	545.00 *	3.8%
(b) 1 year	150.00 *	155.00 *	3.3%
<b>Plaques</b>			
Aluminium Plaque with existing memorial	110.00 *	115.00 *	4.5%
Granite Plaque (6 x 4) with existing memorial	260.00 *	270.00 *	3.8%
Granite Plaque (7 x 5) with existing memorial	315.00 *	325.00 *	3.2%
Additional artwork on granite plaque	Price on application		
Additional artwork on an aluminium plaque	Price on application	Price on application	
Photo plaque on granite plaque	Price on application	Price on application	
Wall plaque with design for 5 years	Price on application	Price on application	
Double plaque for 5 years with design	Price on application	Price on application	

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b>Seats</b>			
Seats wooden 5 feet length (for a period of 10 years)	1,950.00 *	2,000.00 *	2.6%
Seats Granite Columbaria (for a period of 10 years)	1,600.00 *	1,650.00 *	3.1%
Replacement or additional seat plaque 6" x 2"	95.00 *	98.00 *	3.2%
Photo plaque on a granite seat plaque	Price on application	Price on application	
Non standard motif on a granite seat plaque	Price on application	Price on application	
Standard motif on a granite seat plaque	Price on application	Price on application	
Restraining Charge	16.00 *	16.50 *	3.1%
<b>Memorial Vault - Sanctum including wooden casket</b>			
(a) 10 year adoption	1,330.00 *	1,400.00 *	5.3%
(b) 20 year adoption	1,900.00 *	2,000.00 *	5.3%
(c) 30 year adoption	2,550.00 *	2,700.00 *	5.9%
(d) 40 year adoption	3,150.00 *	3,325.00 *	5.6%
(e) 50 year adoption	3,810.00 *	4,050.00 *	6.3%
Per Letter after first 80 letters	3.20 *	3.30 *	3.1%
Standard motif	210.00 *	220.00 *	4.8%
Non standard motif	Price on application	Price on application	
Photo plaque	128.00 *	135.00 *	5.5%
Replacement Vault Tablet - Sanctum 2	360.00 *	370.00 *	2.8%
Sanctum Replacement Vault Tablet (up to 80 letters) Sanctum 2000	360.00 *	370.00 *	2.8%
Memorial Vault - Renewal 5 years	335.00 *	345.00 *	3.0%
Memorial Vault - Renewal 10 years	665.00 *	685.00 *	3.0%
Memorial Vault - Renewal 20 years	1,325.00 *	1,370.00 *	3.4%
<b>Vase Blocks - 10 years</b>			
Standard motif on a vase block	610.00 *	625.00 *	2.5%
Non standard motif on a vase block	210.00 *	220.00 *	4.8%
Photo plaque on a vase block	Price on application	Price on application	
Renewal of Vase Block for 5 years	91.00 *	95.00 *	4.4%
Replacement of Vase in memorial vaults	280.00 *	290.00 *	3.6%
Replacement of Vase in vase blocks	16.00	16.50	3.1%
Replacement vase for vaseblock vault	16.00 *	16.50 *	3.1%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b>Sundials</b>			
Sundial Tablets Older style- Lower Tablet (when available)	620.00 *	635.00 *	2.4%
Sundial Tablets Older style- Middle Tablet (when available)	585.00 *	600.00 *	2.6%
Sundial Tablets Older style- Top Tablet (when available)	535.00 *	550.00 *	2.8%
Renewal of a Sundial Tablets Older style- Lower Tablet - 5 years	290.00 *	297.00 *	2.4%
Renewal of a Sundial Tablets Older style- Middle Tablet - 5 years	290.00 *	297.00 *	2.4%
Renewal of a Sundial Tablets Older style- Top Tablet - 5 years	290.00 *	297.00 *	2.4%
Replacement sundial tablet	242.00 *	248.00 *	2.5%
New Sundial Tablet first row for a period of 10 years	535.00 *	550.00 *	2.8%
New Sundial Tablet second row for a period of 10 years	555.00 *	550.00 *	-0.9%
New Sundial Tablet third row for a period of 10 years	580.00 *	600.00 *	3.4%
New Sundial Tablet forth row for a period of 10 years	595.00 *	610.00 *	2.5%
New Sundial Tablet fifth row for a period of 10 years	625.00 *	645.00 *	3.2%
Standard motif on a sundial tablet	210.00 *	218.00 *	3.8%
Photo plaque on a sundial tablet	Price on application	Price on application	
Photo plaque under Sundial Tablets for 10 years - Newer style	Price on application	Price on application	
Non standard motif on a sundial tablet	Price on application	Price on application	
<b>Children's Memorial Garden</b>			
Rockery Boulder for 5 years	215.00 *	215.00 *	0.0%
Memorial mushroom plaque for 5 years	265.00 *	265.00 *	0.0%
Private gardens	840.00 *	840.00 *	0.0%
Use of Chapel for Memorial Service (no cremation)	510.00	510.00	0.0%
Reproduction of cremation certificate	23.00	24.00	4.3%
Assistance with bearing of a coffin into the chapel	35.00	40.00	14.3%
<b>Cemeteries</b>			
<b>Guildford, Stoke New and Old Cemeteries - Interments</b>			
For the interment in a grave in respect of which an exclusive right of burial has not been granted:-			
Unpurchased grave for a child	80.00	80.00	0.0%
Unpurchased grave for an adult	510.00	510.00	0.0%
<b>Resident</b>			
For the interment in a grave which has already been purchased - the body of a person exceeding 16 years			
To a single depth (5ft)	850.00	870.00	2.4%
To a double depth (7ft)	920.00	950.00	3.3%
Interment of cremated remains in a grave	370.00	370.00	0.0%

\*= includes VAT at 20%



	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
Interment of cremated remains in cremated remains plots at Stoke Cemetery	370.00	370.00	0.0%
For the interment in a grave which has already been purchased - the body of a child not exceeding 16 years			
To a single depth (5ft)	380.00	380.00	0.0%
To a double depth (7ft)	415.00	415.00	0.0%
Interment of cremated remains in a grave	138.00	138.00	0.0%
Interment of cremated remains in cremated remains plots at Stoke Cemetery	138.00	138.00	0.0%
The fee for interment apply only between the hours of 10am and 5pm on a weekday. Should the interment take place outside the stipulated times than an additional fee is payable of.			
For every hour after 5pm	100.00	100.00	0.0%
Exclusive Rights of Burial in Earthen Graves:			
Traditional and Lawn Section			
In an earthen grave 7ft 6 ins x 3ft 6 ins	1,900.00	1,955.00	2.9%
In an earthen grave 6ft x 3ft - Children's section	895.00	895.00	0.0%
Extension of Exclusive Right of Burial for additional five years	315.00	325.00	3.2%
Garden of Remembrance (Cremated remains)	565.00	585.00	3.5%
The fees indicated for the various heads of this section include the Deed of Grant and all the expenses thereof for a period of 30 years.			
<b>Memorials</b>			
Permit to erect a memorial	195.00	225.00	15.4%
Additional inscription on an existing memorial	108.00	112.00	3.7%
Permit to erect a vase with inscription	108.00	112.00	3.7%
Permit to erect a vase without inscription	Free of charge	Free of charge	
Memorial Vault - Sanctum			
(a) 10 year adoption	1,330.00 *	1,400.00 *	5.3%
(b) 20 year adoption	1,900.00 *	2,000.00 *	5.3%
(c) 30 year adoption	2,550.00 *	2,700.00 *	5.9%
(d) 40 year adoption	3,150.00 *	3,325.00 *	5.6%
(e) 50 year adoption	3,810.00 *	4,050.00 *	6.3%
Per Letter after first 80 letters	3.20 *	3.30 *	3.1%
Standard motif	210.00 *	220.00 *	4.8%
Non standard motif	Price on application	Price on application	
Photo plaque	128.00 *	135.00 *	5.5%
Sanctum Replacement Vault Tablet (up to 80 letters) Sanctum 2000	360.00 *	370.00 *	2.8%
Memorial Vault - Renewal 5 years	335.00 *	345.00 *	3.0%
Memorial Vault - Renewal 10 years	665.00 *	685.00 *	3.0%
Memorial Vault - Renewal 20 years	1,325.00 *	1,370.00 *	3.4%

\*= includes VAT at 20%

	<b>2018-19</b> From 1 April 2018 £	<b>2019-20</b> From 1 April 2019 £	<b>Increase</b>  %
<b>Miscellaneous Charges</b>			
Exhumation of a coffin or ashes casket: Fees to be assessed by the Registrar:	Price on application	Price on application	
Certified Copy of title deed of burial	23.00	23.50	2.2%
Transfer of grant of right of burial	75.00	95.00	26.7%
<b>Cemeteries - Non Residents of Guildford Borough Fees</b>			
<b>Guildford, Stoke New and Old Cemeteries - Interments</b>			
For the interment in a grave in respect of which an exclusive right of burial has not been granted:-			
Unpurchased grave for a child	80.00	80.00	0.0%
Unpurchased grave for an adult	510.00	510.00	0.0%
For the interment in a grave in which a grave has already been purchased the body of a person exceeding 16 years			
To a single depth (5ft)	1,700.00	1,750.00	2.9%
To a double depth (7ft)	1,840.00	1,900.00	3.3%
Interment of cremated remains in a grave	740.00	775.00	4.7%
Interment of cremated remains in the Garden of Remembrance	740.00	775.00	4.7%
The fee for interment apply only between the hours of 10am and 5pm on a weekday. Should the interment take place outside the stipulated times than an additional fee is payable of.			
For every hour after 5pm	100.00	100.00	0.0%
<b>Exclusive Rights of Burial in Earthen Graves:</b>			
<b>Traditional and Lawn Section</b>			
In an earthen grave 7ft 6 ins x 3ft 6 ins	3,800.00	3,900.00	2.6%
In an earthen grave 6ft x 3ft - Children's section	1,790.00	1,850.00	3.4%
Extension of Exclusive Right of Burial for additional five years	630.00	670.00	6.3%
Garden of Remembrance (Cremated remains)	1,130.00	1,175.00	4.0%
The fees indicated for the various heads of this section include the Deed of Grant and all the expenses thereof for a period of 30 years.			
<b>Miscellaneous Charges</b>			
Exhumation of a coffin or ashes casket: Fees to be assessed by the Registrar:	Price on application	Price on application	
Certified Copy of title deed of burial	23.00	23.50	2.2%
Transfer of grant of right of burial	75.00	95.00	26.7%

\*= includes VAT at 20%

	<b>2018-19</b> From 1 April 2018 £	<b>2019-20</b> From 1 April 2019 £	<b>Increase</b>  %
<b>Guildford Spectrum - To be approved by Council</b>			
<b>Standard Social Charges</b>			
<b>Concessionary Charges</b> - the rates shown below relate to the following groups:- Senior Citizens Benefit Recipients Unemployed Students Disabled			
<b>Main Pool</b>			
Adult swim (16 years of age and over) - Peak	4.60 *	4.75 *	3.3%
Adult swim (16 years of age and over) - Off Peak	4.30 *	4.45 *	3.5%
Junior, concessions	3.30 *	3.40 *	3.0%
<b>Showers</b>			
Shower (senior citizen)	2.10 *	2.20 *	4.8%
<b>Special Activities</b>			
Badminton Court per hour - super saver	7.30 *	7.50 *	2.7%
Group Games per hour - super saver	35.50 *	36.50 *	2.8%
Squash/Racquetball, per half hour - super saver	5.20 *	5.40 *	3.8%
Squash/Racquetball, per hour - super saver	8.30 *	8.45 *	1.8%
Table Tennis	5.30 *	5.50 *	3.8%
<b>Off Peak Charges - Concessions</b>			
Competition Pool	3.30 *	3.40 *	3.0%
Leisure Pool	4.60 *	4.75 *	3.3%
Ice Rink	4.30 *	4.50 *	4.7%
Ten Pin (single game) - now includes shoe hire	5.20 *	5.40 *	3.8%
Health Suite: relaxation area	4.20 *	4.40 *	4.8%
Fitness Area	4.50 *	4.80 *	6.7%
Athletics	3.50 *	3.70 *	5.7%
<b>Guildford Lido - To be approved by Council</b>			
<b>Standard</b>			
Adult	6.40 *	6.70 *	4.7%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
Junior	5.00 *	5.10 *	2.0%
Concessions	5.00 *	5.10 *	2.0%
Family	20.00 *	21.00 *	5.0%
<b>Off Peak</b>			
Adult	5.10 *	5.40 *	5.9%
Junior	3.90 *	4.00 *	2.6%
Concessions	3.90 *	4.00 *	2.6%
Family	15.50 *	16.50 *	6.5%
<b>Season Tickets</b>			
Adult	145.00 *	150.00 *	3.4%
Junior	104.00 *	110.00 *	5.8%
Student	104.00 *	110.00 *	5.8%
Senior citizen	85.00 *	90.00 *	5.9%
Concessionary Groups - All Times	3.90 *	4.00 *	2.6%
The concessionary rate applies to admission for groups from registered charities, schools and non profit organisations.			
These only apply if the booking was made in advance.			
Deck Chair Hire	1.60 *	1.80 *	12.5%
Crazy Golf	1.00 *	1.00 *	0.0%
<b>Gym</b>			
<b><i>Pay as You Train - Peak</i></b>			
Adult Fitness Session	6.50 *	6.50 *	0.0%
Student/Senior/Concessionary Fitness Session	4.50 *	4.50 *	0.0%
Enhanced Induction Course	29.50	29.50	0.0%
Fast Track/Concessionary Induction	17.50	17.50	0.0%
<b><i>Pay as You Train - Off Peak</i></b>			
Adult Fitness Session	5.30 *	5.30 *	0.0%
Student/Senior/Concessionary Fitness Session	3.30 *	3.30 *	0.0%
Enhanced Induction Course	29.50	29.50	0.0%
Fast Track/Concessionary Induction	17.50	17.50	0.0%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b>Membership</b>			
Annual Membership - Concessions	308.00 *	308.00 *	0.0%
Monthly Membership - Concessions	27.70 *	27.70 *	0.0%
<b>Ash Manor Sports Centre - To be approved by Council</b>			
<b>Main Sports Hall</b>			
Badminton per hour - peak	9.60 *	9.70 *	1.0%
Badminton per hour - off-peak	7.60 *	7.70 *	1.3%
Group Games per hour - peak	43.50 *	44.00 *	1.1%
Group Games per hour - off-peak	36.50 *	37.00 *	1.4%
Fitness & Group Exercise Classes (min price)	5.30 *	5.40 *	1.9%
Badminton - Junior	3.50 *	3.50 *	0.0%
<b>Gymnasium</b>			
Group Games per hour - peak	27.50 *	28.00 *	1.8%
Group Games per hour - off-peak	20.00 *	20.50 *	2.5%
Table tennis - per hour - peak and off peak	5.50 *	6.00 *	9.1%
<b>Equipment Hire - Adults only (£10.00 deposit)</b>			
Badminton Racquet/Table Tennis bat	2.50 *	2.50 *	0.0%
Football	4.00 *	4.00 *	0.0%
<b>Outside Court (Playground) - per hour</b>			
With floodlights	20.00 *	20.50 *	2.5%
Without floodlights	12.00 *	12.50 *	4.2%
<b>Artificial Pitch</b>			
1 hour without lights	68.00 *	70.50 *	3.7%
1 hour with lights	90.00 *	92.50 *	2.8%
2 hours without lights	136.00 *	140.00 *	2.9%
2 hours with lights	180.00 *	184.00 *	2.2%
1/4 with lights, per hour	36.00 *	37.50 *	4.2%
1/4 without lights, per hour	28.00 *	29.00 *	3.6%
<b>Health &amp; Fitness</b>			
Annual Membership - Junior	198.00 *	209.00 *	5.6%
Annual Membership - Concessions	245.00 *	248.00 *	1.2%
Monthly Membership - Junior	18.00 *	19.00 *	5.6%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
Monthly Membership - Concessions	23.00 *	24.00 *	4.3%
<b>Pay as you Train - Peak</b>			
Adult Fitness Session	6.30 *	6.50 *	3.2%
Student/Senior/Concessionary Fitness Session	6.30 *	6.50 *	3.2%
Enhanced Induction Course	28.00	29.00	3.6%
Concessionary Induction	17.00	18.00	5.9%
<b>Pay as you Train - Off Peak</b>			
Off Peak Fitness Sessions - Adult	5.60 *	5.80 *	3.6%
Off Peak Fitness Sessions - Junior & Concessions	4.10 *	4.30 *	4.9%
Enhanced Induction Course	17.00	18.00	5.9%
Induction - Juniors & Concessions			
<b>GP Referral</b>			
Off Peak	3.50 *	4.00 *	14.3%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b>To be approved by Council</b>			
<b>Education Sessions, 39.5 Castle Street</b>			
Cost per child <sup>1</sup>			
Victorian schoolroom	6.80	6.80	0.0%
Victorian playroom	6.50	6.50	0.0%
<sup>1</sup> A minimum charge equivalent to 25 child places is payable for all bookings			
<b>Adult education, History of Guildford class</b>			
Charge for two term programme	110.00	112.00	1.8%
<b>Exhibition Space Hire, Heritage Buildings</b>			
<b>Guildford House</b>			
Brew House - one week hire	165.00	170.00	3.0%
Main House - three week hire	370.00	370.00	0.0%
Main House - First Floor: Pine Room, Study, Landing, Powell Room - three week hire	835.00	835.00	0.0%
Main House exhibitions are open to the public for a minimum of three weeks, with the first and last day of the exhibition normally being on a Saturday.			
<b>Private View of Exhibitions</b>			
Main House, Daytime 12.00pm - 2.00pm	200.00	200.00	0.0%
Main House, Evening 7.00pm - 9.00pm	320.00	350.00	9.4%
Brew House, Saturdays 12.00pm - 2.00pm	80.00	80.00	0.0%
Private views are normally held on the Friday prior to the Saturday opening, although this is negotiable. These prices include a service charge for the use of the Gallery which includes the cost of staffing for Guildford House and staff to serve drinks.			
<b>Venue Hire, Heritage Buildings</b>			
<b>The Brew House, Guildford House</b>			
These rates include use of VCR, OHP, slide projector, etc.			
Weekdays and Saturdays			
Half Day, 9.00am -12.00pm or 1.00pm - 4.00pm	110.00	110.00	0.0%
Full Day, 9.00am - 4.00pm	210.00	210.00	0.0%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b>Guildford Castle</b>			
<u>Day Hire</u>			
(a) Weekdays			
Half day, 9.00am - 1.00pm or 1.00pm - 5.00pm	220.00	220.00	0.0%
Full day, 9.00am - 5.00pm	395.00	395.00	0.0%
Evenings, 5.00pm - 9.30pm	420.00	420.00	0.0%
Available October - March			
(b) Weekends			
Saturday or Sunday, 9am - 1pm or 1pm - 5pm	240.00	240.00	0.0%
Saturday or Sunday, 9am - 5pm	440.00	440.00	0.0%
Evenings, 5.00pm - 9.30pm	450.00	450.00	0.0%
Available November - March			
<b>Guildford Museum</b>			
<u>Daily rates (Museum Classroom)</u>			
Half Day 9.00am -12.00pm or 1.00pm - 4.00pm	55.00	55.00	0.0%
Full day 9.00am - 4.00pm	100.00	100.00	0.0%
<b>Guildhall</b>			
<u>Guildhall whole building</u>			
(a) Weekdays			
Morning, 9.00am - 1.00pm	320.00	330.00	3.1%
Afternoon, 1.00pm - 5.00pm	320.00	330.00	3.1%
Whole Day, 9.00am - 5.00pm	530.00	550.00	3.8%
Evening, 5.00pm - 9.30 pm	430.00	450.00	4.7%
(b) Weekends			
Saturday 9.00am - 5.00pm	580.00	590.00	1.7%
Saturday 5.00pm - 12.00am	580.00	590.00	1.7%
Sunday 9.00am - 5.00pm	590.00	590.00	0.0%
Sunday 5.00pm - 12.00am	590.00	590.00	0.0%
<u>Guildhall Court Room</u>			
Weekdays			
Morning, 9.00am - 1.00pm	230.00	240.00	4.3%
Afternoon, 1.00pm - 5.00pm	230.00	240.00	4.3%
Whole Day, 9.00am - 5.00pm	430.00	450.00	4.7%
Evening, 5.00pm - 9.30pm	330.00	350.00	6.1%

\*= includes VAT at 20%



	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b><u>Guildhall Council Chamber</u></b>			
<b>Weekdays</b>			
Morning, 9.00am - 1.00pm	230.00	240.00	4.3%
Afternoon, 1.00pm - 5.00pm	230.00	240.00	4.3%
Whole Day, 9.00am - 5.00pm	430.00	450.00	4.7%
Evening, 5.00pm - 9.30 pm	330.00	350.00	6.1%
All rooms excess charge for evening hire after 9.30 pm (per hour)	70.00	75.00	7.1%
<b>Admission Charges, Guildhall (new)</b>			
Adult admission	2.00 *	2.00 *	0.0%
Child admission	1.00 *	1.00 *	0.0%
<b>Admission Charges, Guildford Castle</b>			
Adult admission	3.20 *	3.50 *	9.4%
Child admission	1.60 *	2.00 *	25.0%
<b>Joint admission ticket Guildhall and Guildford Castle</b>			
Adult admission	4.50 *	N/A *	
Child admission	2.00 *	N/A *	
<b>Family ticket Guildford castle</b>			
Family ticket to cover 2 adults and 2 children	14.00 *	10.00 *	-28.6%
<b>Image licensing and reproductions</b>			
Reproduction fees for the use of images from Guildford Borough Council's heritage collections. These fees are for the use of the image, not for the costs of producing it. The fees are for the reproduction of one image.			
Academic journals and research publications that are not for profit	10.00	10.00	0.0%
Commercial publications with print runs up to 1,000 copies, one country / language	30.00	30.00	0.0%
Commercial publications with print runs up to 10,000 copies, one country / language	50.00	50.00	0.0%
Commercial publications with print runs over 10,000 copies, one country / language	70.00	70.00	0.0%
Books and magazine covers	100.00	100.00	0.0%
Television, one production, one country and one language	100.00	100.00	0.0%
Digital use for academic use that is not for profit	10.00	10.00	0.0%
Digital use commercial	50.00	10.00	-80.0%

All requests are subject to a £10 administration fee. 20% discount will be applied where more than five images are used.

\*= includes VAT at 20%

Off-street car parking meter charges from 1st April 2019

Multi Storey = M

Surface level = S

Pay on Foot = P

CAR PARK TYPE	CAR PARKS	SPACES	DAYTIME- MONDAY TO SATURDAY				EVENINGS		SUNDAY
			1st hour	2nd hour	3rd hour	Each subsequent hour	Per Visit	Per Visit	Per Visit
			Mon-Sat incl Bank Holidays 8am-6pm				Mon-Sat 6pm-10pm	Sun 5pm-10pm	Sun 11am-5pm Per Visit
M	Bedford Road	1033	£1.30	£1.30	£1.30	£1.30	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Millbrook	244	£1.30	£1.30	£1.30	£1.30	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	G Live	220	£1.30	£1.30	£1.30	£1.30	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Mary Road	107	£1.30	£1.30	£1.30	£1.30	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Bright Hill	121	£1.30	£1.30	£1.30	£1.30	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Bedford Road Surface	68	£1.30	£1.30	£1.30	£1.30	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
			Mon-Sat incl Bank Holidays 8am-6pm				Mon-Sat 6pm-10pm	Sun 5pm-10pm	Sun 11am-5pm Per Visit
M / P	Castle Car Park	350	£1.30	£1.30	£1.30	£2.00	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
M	Leapale Road	384	£1.30	£1.30	£1.30	£2.00	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Commercial Rd 2	52	£1.30	£1.30	£1.30	£2.00	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Old Police Station	62	£1.30	£1.30	£1.30	£2.00	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Upper High Street	49	£1.30	£1.30	£1.30	£2.00	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
P	Tunsgate	62	£1.30	£1.30	£1.30	£2.00	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
			Mon-Sat incl Bank Holidays 7am-7pm				Mon-Sat 7pm-7am & Sun 12.01-11am & Sun 5pm-Mon 7am (per hour)		Sun 11am-5pm Per Visit
M / P	Farnham Road	917	£1.00	£1.00	£1.00	£1.00	10p	10p	£1.50 per visit
			Mon-Sat incl Bank Holidays 8am -6pm				Mon-Sat 6pm-10pm (Per Visit)	Sun 5pm-10pm (Per visit)	Sun 11am-5pm Per Visit
M / P	York Road	605	£1.30	£1.30	£1.30	£1.30	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
			Saturday Parking and Bank Holidays 8am -6pm				Mon-Sat 6pm-10pm	Sun 5pm-10pm	Sun 11am-5pm Per Visit
S	Lawn Road	87	£1.30	£1.30	£1.30	£1.30	Closed	Closed	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Millmead House (Front)	27	£1.30	£1.30	£1.30	£1.30	Closed	Closed	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Robin Hood	23	£1.30	£1.30	£1.30	£1.30	Closed	Closed	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	St Josephs	71	£1.30	£1.30	£1.30	£1.30	Closed	Closed	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Portsmouth Road	98	£1.30	£1.30	£1.30	£1.30	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
			Mon-Fri incl Bank Holidays 8am- 6pm			Saturday 8am -6pm	Mon-Sat 6pm-10pm	Sun 5pm-10pm	Sun 11am-5pm Per Visit
S	Guildford Park	400	£5.00 per visit			£1 per visit	Free	Free	Free
S	Shalford Park	66	£3.20 per visit			Closed	Free	Closed	Closed
S	Walnut Tree Close	17	£3.20 per visit			Free	Free	Free	Free
S	Ash Vale Station	29	£1.00 per visit 7am-4pm			Free	Free	Free	Free
			Mon-Thurs 8am-6pm			Fri-Sat	Mon-Thurs 6pm - 10pm & Sat 8pm-10pm	Sun 5pm-10pm	Sun 11am-5pm
S	North Street	49	£1.00 per 30 mins / max stay 30 mins. No parking after 10pm Thursdays			Closed	£1.00 Per visit	£1.00 Per visit	£1.00 per 30 mins

\*\*The Parking Business Plan will be considered on the Executive Agenda of the 22 January 2019 - the same meeting as the outline budget\*\*

General Fund budget report to reference the implication of varying the charges proposed.

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
	£	£	%
<b>To be approved by Council</b>			
<b>Local Taxation</b>			
Court Costs - Council Tax*	103.00	100.50	-2.4%
Court Costs - Business Rates*	123.00	120.50	-2.0%
*these amounts includes £20.00 payable for Liability Order			
<b>Letting of Council Accommodation for Meetings</b> (Charges for other uses subject to negotiation)			
<u>Council Chamber</u>			
Morning	237.00	245.00	3.4%
Afternoon	237.00	245.00	3.4%
Evening to 9.00 pm	304.00	315.00	3.6%
<u>Room 1 (Chantries )- previously Committee Room 1</u>			
Morning	165.00	170.00	3.0%
Afternoon	165.00	170.00	3.0%
Evening to 9.00 pm	239.00	245.00	2.5%
<u>Room 2 ( Newlands)- previously Committee Room 2</u>			
Morning	165.00	170.00	3.0%
Afternoon	165.00	170.00	3.0%
Evening to 9.00 pm	239.00	250.00	4.6%
<u>Room 3 ( Sheepleas)</u>			
Morning	118.50	122.00	3.0%
Afternoon	118.50	122.00	3.0%
Evening to 9.00 pm	170.00	175.00	2.9%
<u>Room 4 ( Chinthurst)</u>			
Morning	82.50	85.00	3.0%
Afternoon	82.50	85.00	3.0%
Evening to 9.00 pm	121.50	125.00	2.9%
<u>Room 5 ( Whitmoor)</u>			
Morning	82.50	85.00	3.0%
Afternoon	82.50	85.00	3.0%
Evening to 9.00 pm	121.50	125.00	2.9%
<u>Room 6 ( Hurtmore)</u>			
Morning	165.00	170.00	3.0%
Afternoon	165.00	170.00	3.0%
Evening to 9.00 pm	239.00	247.00	3.3%

\*= includes VAT at 20%

	<b>2018-19</b>	<b>2019-20</b>	<b>Increase</b>
	From 1 April 2018	From 1 April 2019	
<u>Room 7 ( Loseley)</u>			
Morning	51.50	53.00	2.9%
Afternoon	51.50	53.00	2.9%
Evening to 9.00 pm	72.00	74.00	2.8%
<u>Room 8 ( Hatchlands)</u>			
Morning	99.00	102.00	3.0%
Afternoon	99.00	102.00	3.0%
Evening to 9.00 pm	144.00	149.00	3.5%

#### **House Purchase Fees**

Consent - Application in Advance  
Consent - Retrospective Application

#### **Approved under Delegated Authority**

##### Other meeting rooms

May be made available for smaller groups, please direct enquiries to Office Services for details of applicable rates.

##### Millmead Staff Restaurant

Catering requirements to be arranged with Office Services. Menus/Tariffs available on request.

#### **House Name**

House Name Change

To be confirmed