

**GUILDFORD BOROUGH COUNCIL
GENERAL FUND BUDGET 2020-21**

FEES AND CHARGES

	2019-20 from 1 April 2019 £	2020-21 from 1 April 2020 £	Increase %
To be approved by Council			
Gypsy Caravan Sites - Pitch Rental			
Ash Bridge & Cobbetts Close Sites (per week)	80.00	82.50	3.1%
Home Farm	83.00	85.50	3.0%
Stray Dogs			
A £25.00 statutory fee is included within the charge.			
1st day or part of day	108.50	120.00	10.6%
2nd day or part of day	131.00	140.00	6.9%
3rd day or part of day	153.00	161.00	5.2%
4th day or part of day	180.00	189.00	5.0%
5th day or part of day	207.00	218.00	5.3%
6th day or part of day	234.50	247.00	5.3%
7th day or part of day	271.00	285.00	5.2%
Microchipping of Dogs (England) Regulations 2015			
Microchipping of dog - seizure of dog, microchipping by vet and return to owner	63.50	Fee no longer applicable	
Registration – Acupuncture, tattooing, etc.			
Premises and/or One Practitioner	177.00	245.00	38.4%
Per Additional Practitioner	55.00	93.00	69.1%
Food Hygiene Revisits	182.00	305.00	67.6%
Pest Control			
(The charges shown are based on the cost of labour, transport plus materials)			
Domestic Premises			
Wasps (max 1 nest per premise)	68.00 *	70.00 *	2.9%
Wasps (extra nest at same visit)	35.00 *	38.00 *	8.6%
Other Treatments	83.00 *	85.00 *	2.4%
Other Treatments (houses of multiple occupation)	115.00 *	120.00 *	4.3%
Rodents	Free of Charge	Free of Charge	
Domestic Premises where the main occupier is receiving income support or benefits			
Wasps (max 1 nest per premise)	35.00 *	38.00 *	8.6%
Wasps (extra nest at same visit)	35.00 *	38.00 *	8.6%
Other Treatments	50.00 *	55.00 *	10.0%
Rodents	Free of Charge	Free of Charge	

* = includes VAT at 20%

	2019-20 from 1 April 2019 £	2020-21 from 1 April 2020 £	Increase %
Services of Environmental Health Officer			
- per hour or part thereof	67.00 *	63.00 *	-6.0%
Due to the England Local Authority review of fees and charges these may be subject to change			
Miscellaneous			
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	
Sex Establishments - Fixed by Council			
Application fee	1,325.00	1,522.00	14.9%
Fee of Grant	206.00	155.00	-24.8%
Contaminated Land & Air Quality			
Responding to enquiries about contaminated land – report with plan - First hour with administration	101.00	86.00	-14.9%
Each additional hour	90.00	82.00	-8.9%
<i>Note: for more extensive enquiries the fee is based on the hourly rate of the EHO added to the basic fee</i>			
Private water supply			
Private water supply with a distribution network - investigation when a sample fails	Hourly rate £90.00 maximum £100	Hourly rate £82.00 maximum £100	-8.89%
Large private water supply - risk assessment	Hourly rate £90.00 maximum £500	Hourly rate £82.00 maximum £500	-8.89%
Large Private water supply - investigation when a sample fails	Hourly rate £90.00 maximum £100	Hourly rate £82.00 maximum £100	-8.89%
Large Private water supply - analysing a sample taken during check monitoring group A parameters	Hourly rate £90.00 maximum £100	Hourly rate £82.00 maximum £100	-8.89%
Large Private water supply - analysing a sample taken during check monitoring group B parameters	Hourly rate £90.00 maximum £500	Hourly rate £82.00 maximum £500	-8.89%
Other private water supply not covered by regulation 8 and 9 supplies - risk assessment	Hourly rate £90.00 maximum £500	Hourly rate £82.00 maximum £500	-8.89%
Other private water supply not covered by regulation 8 and 9 supplies - investigation when a sample fails	Hourly rate £90.00 maximum £100	Hourly rate £82.00 maximum £100	-8.89%
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	
Extracts from Registers			
Environmental Protection Act - per page	Free of Charge	Free of Charge	
Miscellaneous			
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	72.00	63.00	-12.5%

* = includes VAT at 20%

	2019-20 from 1 April 2019 £	2020-21 from 1 April 2020 £	Increase %
Animal Activities Licensing			
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.			
Animal Boarding			
Application Fee	400.00	672.00	68.0%
Fee for Grant	123.00	271.00	120.3%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
Home Boarding			
Application Fee	400.00	672.00	68.0%
Fee for Grant	123.00	271.00	120.3%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
Dog Day Care			
Application Fee	400.00	672.00	68.0%
Fee for Grant	123.00	271.00	120.3%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
Dog Breeding			
Application Fee	400.00	777.00	94.3%
Fee for Grant	123.00	213.00	73.2%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
Keeping Animals for Exhibition			
Application Fee	391.00	283.00	-27.6%
Fee for Grant	123.00	142.00	15.4%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
Selling Animals as Pets			
Application Fee	400.00	446.00	11.5%
Fee for Grant	123.00	223.00	81.3%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
Hiring out Horses			
Application Fee	400.00	545.00	36.3%
Fee for Grant	123.00	273.00	122.0%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			

* = includes VAT at 20%

	2019-20 from 1 April 2019 £	2020-21 from 1 April 2020 £	Increase %
Dangerous Wild Animals			
-New	321.00	408.00	27.1%
-Renewal	305.00	213.00	-30.2%
Zoo Licence			
-New	1,007.00	2,375.00	135.8%
-Renewal	926.00	2,375.00	156.5%
Each Additional Licence Activity			
Application Fee	83.00	83.00	0.0%
Fee for Grant	91.00	91.00	0.0%
Each Additional Inspection	101.00	101.00	0.0%
Advisory Visit	101.00	TBC to be set as part of a wider charging for advice regime	
Variation to Licence	224.00	224.00	0.0%
Re-evaluation of Rating	224.00	224.00	0.0%
Variations to reduce the licensable activities or numbers of animals	92.00	92.00	0.0%
Transfer due to death of Licensee	92.00	92.00	0.0%
Street Trading			
Street Trading Total Fee	795.00	359.00	-54.8%
Street Trading Community Event	21.00	40.00	90.5%
Charges for issue of a consent under the provisions of the Local Government (Miscellaneous) Provisions Act 1982			
Day Centres			
Price per meal:			
Member	4.30	4.40	2.3%
Non member	6.00	6.20	3.3%
Main course only - member	3.00	3.10	3.3%
Main course only - non member	4.20	4.30	2.4%
Dessert only - member	1.30	1.40	7.7%
Dessert only - non member	1.90	2.00	5.3%
Theme Meal - member	5.80	6.00	3.4%
Theme Meal - non member	7.40	7.50	1.4%

* = includes VAT at 20%

	2019-20 from 1 April 2019 £	2020-21 from 1 April 2020 £	Increase %
Membership Fees:			
Day Centre only	12.90	13.00	0.8%
Day Centre and Dial a Ride (50% is for Community Transport)	19.60	20.00	2.0%
Membership Top Up Transport	6.70	6.80	1.5%
Membership Top Up Transport	6.70	6.80	1.5%
Day Centre Activities**	3.30	3.40	3.0%
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>			
Meals on Wheels Service			
Price per meal	4.30	4.40	2.3%
Hire of Halls			
Voluntary and Not for Profit Providers per Hour	20.60	25.00	21.4%
Educational Activities	25.80	26.00	0.8%
Private hire	30.90	35.00	13.3%
Half Day	103.00	110.00	6.8%
Full Day	206.00	220.00	6.8%
Community Transport Service			
Single Membership Fees:	12.90	13.00	0.8%
Dial a Ride only	12.90	13.00	0.8%
Community Transport to Day Centre	12.90	13.00	0.8%
Day Centre and Dial a Ride (half this fee relates to Day Centres)	19.60	20.00	2.0%
Group Membership Fees:	51.50	60.00	16.5%
Vehicle Hire per 1/2 hr	9.30	10.00	7.5%
Charge per mile	0.60	1.00	66.7%
Passenger charge (min 5 people)	5.20	6.00	15.4%

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	2019-20 from 1 April 2019 £	2020-21 from 1 April 2020 £	Increase %
Single Journey			
1 mile	2.80	2.90	3.6%
2 miles	3.30	3.40	3.0%
3 miles	3.80	3.90	2.6%
4 miles	4.30	4.40	2.3%
5 miles	4.80	4.90	2.1%
6 miles	5.40	5.50	1.9%
7 miles	5.90	6.00	1.7%
8 miles	6.40	6.50	1.6%
9 miles	6.90	7.00	1.4%
10 miles	7.40	7.50	1.4%
11 miles	7.90	8.00	1.3%
12 miles	8.40	8.50	1.2%
13 miles	9.00	9.50	5.6%
14 miles	9.50	10.00	5.3%
15 miles. Journeys above 15 miles are not undertaken.	10.00	10.50	5.0%
 Handyperson Service - Available for the over 60's, disabled and vulnerable			
General Services (per hour incl VAT)	24.00 *	25.00 *	4.2%
General Services for those on benefits (per hour incl VAT)	14.00 *	15.00 *	7.1%
Safe and Secure Works for those on benefits	Free of Charge	Free of Charge	
 Approved under Delegated Authority			
 Private Sector Housing			
HMO Licences	630.00	885.00	40.5%
(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	120.00	No longer applicable	
 Careline			
Weekly Charges			
Sheltered accommodation clients	0.60	0.60	0.0%
Elderly Persons dwellings clients	2.75	3.25	18.2%
Private Sector Clients (dispersed alarms)	4.45	4.60	3.4%
Responder Services (out of hours)	1.40	1.40	0.0%

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	2019-20 from 1 April 2019 £	2020-21 from 1 April 2020 £	Increase %
Caravan Licence			
New Licence Application			
Number of Pitches 1 - 5	525.00	375.00	-28.6%
Number of Pitches 6 - 15	565.00	391.00	-30.8%
Number of Pitches 16 - 45	606.00	516.00	-14.9%
Number of Pitches 46 and greater	646.00	563.00	-12.8%
Transfer of Existing Licence			
Number of Pitches 1 - 5	132.00	136.00	3.0%
Number of Pitches 6 - 15	132.00	136.00	3.0%
Number of Pitches 16 - 45	132.00	136.00	3.0%
Number of Pitches 46 and greater	132.00	136.00	3.0%
Application to vary a Site Licence			
Number of Pitches 1 - 5	216.00	236.00	9.3%
Number of Pitches 6 - 15	271.00	252.00	-7.0%
Number of Pitches 16 - 45	324.00	283.00	-12.7%
Number of Pitches 46 and greater	379.00	330.00	-12.9%
Annual Licence Fee			
Number of Pitches 1 - 5	84.00	446.00	431.0%
Number of Pitches 6 - 15	112.00	514.00	358.9%
Number of Pitches 16 - 45	170.00	634.00	272.9%
Number of Pitches 46 and greater	340.00	682.00	100.6%
Deposit of Site Rules			
Number of Pitches 1 - 5	33.00	35.00	6.1%
Number of Pitches 6 - 15	33.00	35.00	6.1%
Number of Pitches 16 - 45	33.00	35.00	6.1%
Number of Pitches 46 and greater	33.00	35.00	6.1%
Scrap Metal			
Site Licence	302.00	204.00	-32.5%
Mobile Collector	209.00	187.00	-10.5%

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	2019-20		2020-21	Increase
	from 1 April 2019		from 1 April 2020	
	£		£	%

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 Carriage Vehicle (new/renew)	249.74	#
Private Hire Vehicle (new/renew)	173.69	#
Hackney Licence Vehicle Change	24.05	#
Vehicle Licence Plates	14.79	#
Private Hire Vehicle Change	24.05	#
Test Fee	57.00	#
Hackney carriage temporary vehicle licence (3 months)	89.25	#
Private hire temporary vehicle licence (3 months)	70.19	#
Private hire vehicle signs (two signs)	20.80	#

Hackney Carriage and Private Hire Drivers

Hackney Drivers Licence Fee (new/renew)	383.55	#
Private Hire Drivers Licence Fee (new/renew)	383.55	#
Hackney Drivers Knowledge Test	100.50	#
Private Hire Drivers Knowledge Test	25.47	#
Private Hire Replacement Badge	13.66	#
Convert from Private Hire Driver to Hackney Carriage Driver	18.60	#

Private Hire Operators Licence

	970.97	#
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subject of a report to Licensing Committee on 6 January 2020, and a further period of statutory consultation.

* = includes VAT at 20%

	2019-20	2020-21	Increase
	from 1 April 2019	from 1 April 2020	
	£	£	%
Statutory Permits			
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%
Club Gaming Permit			
- 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%
Club Machine Permit			
- 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%
Premises licensed to sell alcohol			
- 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%
Prize Gaming Permit			
- 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%
Lotteries			
- 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.

Statutory Maximum									
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

Guildford Borough Council Fee									
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

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
To be approved by Council			
Off Street Car Park Charges			
Contract Car Parking			
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%
Season Ticket Parking			
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	2,062.94 *	2,166.08 *	5.0%
York Road car park - Monday to Saturday only - Per year	2,475.50 *	2,599.27 *	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%
Garages			
Gardner Road, Stoke Fields, Bedford Sheds - Residents only - Per year	764.72 *	764.72 *	0.0%
Gardner Road, Stoke Fields, Park Road - Non-residents - Per year	1,284.96 *	1,284.96 *	0.0%
Bedford Road Sheds - Non-resident - Per year	1,841.03 *	1,841.03 *	0.0%
Penalty Fee Notice			
Pay and display space	25.00	25.00	0.0%
Permit space	35.00	35.00	0.0%
On Street Car Park Charges			
Parking Meter Charges			
Town centre - charge per 30 minutes	1.00	1.00	0.0%
Town centre - charge per 30 minutes, 2 hr bays	0.80	0.80	0.0%
Other on-street parking bays, 3 hr bays	0.60	0.60	0.0%
Resident Permit			
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%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Visitor Permit			
Per permit	2.00	2.00	0.0%
Business Permit			
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			
Carers Permit			
Per permit - Per year	5.00	5.00	0.0%
Penalty Fee Notice			
Pay and display space	25.00	25.00	0.0%
Permit space	35.00	35.00	0.0%
Markets			
North Street - Market Stall per day per metre, stall frontage	15.00	15.00	0.0%
Refuse Collection Service			
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	22.50 *	23.50 *	4.4%
Dog Fouling			
Fixed Penalty Charge	not applicable	not applicable	
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%

	2019-20 From 1 April 2019 £	2020-21 From 1 April 2020 £	Increase %
Approved under Delegated Authority			
Cleansing			
Provision of bins to housing developments & redevelopments			
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	280.78	290.00	3.3%
Initial supply and delivery of 1100ltr bins to new properties	279.50	295.00	5.5%
<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>			
Recycling - Green Waste Bins			
Per Bin	38.00	41.00	7.9%
Replacement Bin	30.00	30.00	0.0%
1 Set of 4 - 60 litre sacks	38.00	41.00	7.9%
Refuse			
Replacement Bin	30.00	30.00	0.0%
Miscellaneous for Small Businesses			
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	
Food Waste			
Trade collection (per 120 litre container)	Price on application	Price on application	
School collection (per 120 litre container)	Price on application	Price on application	
Abandoned Vehicles			
Recovery and Release of vehicle	105.00	108.00	2.9%
Daily Charge (Monday to Friday)	12.00	12.00	0.0%
Approved by Government			
Public			
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			

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Taxi			
Vehicle Inspection Fee	57.00	58.00	1.8%
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%

	2019-20 From 1 April 2019 £	2020-21 From 1 April 2020 £	Increase %
To be approved by Council			
Parks and Open Spaces			
Tennis-Stoke Park and Sutherland Memorial Park			
Adult per court, per hour	6.70	6.90	3.0%
Junior (under 18) & concession price, per court, per hour	5.70	5.90	3.5%
Coaching	6.70	6.90	3.0%
Burpham Tennis Club	5.70	5.90	3.5%
Mini Golf - Stoke Park			
Adults	4.50	4.60	2.2%
Children	3.00	3.10	3.3%
Family Ticket (2 adults and 3 under 16's)	12.50	12.80	2.4%
Cricket: All sites			
Evening 17:00 hrs onwards - Adults (up to 4 hours)	99.00	100.00	1.0%
Full Day - Adults (22 yrs)	134.00	135.00	0.7%
Standard Pitch - Under 18's	43.00	43.50	1.2%
Small Pitch - Junior teams under 15's	32.50	33.00	1.5%
Football - All sites			
Grass football pitch 3 hours - U18's 11-a-side football	48.50	49.00	1.0%
Grass football pitch 3 hours - Adult 11-a-side football	88.00	89.00	1.1%
Grass football pitch 90 minutes - 9v9 football	33.00	33.50	1.5%
Grass football pitch 90 minutes - 7v7 football	32.00	32.50	1.6%
Grass football pitch 90 minutes - 5v5 football	30.00	30.50	1.7%
Grass football training (no pitch use) 2 hours - Football training area		30.50	New Charge
Rugby:			
Rugby pitch 2 hours - U18's rugby	48.50	49.00	1.0%
Rugby pitch 2 hours - Adult rugby	88.00	89.00	1.1%
Rugby training (no pitch use) 2 hours - Rugby training area	30.00	30.50	1.7%
Touch rugby 2 hours - U18's touch rugby	48.50	49.00	1.0%
Netball - Stoke Park (Adult)	35.00	35.50	1.4%
Netball - Stoke Park (School usage and U18)	17.00	17.50	2.9%
Softball/Rounders - (Adult)	43.00	43.50	1.2%
Softball/Rounders - (School and U18)	24.00	24.50	2.1%

*= includes VAT at 20%

	2019-20 From 1 April 2019 £	2020-21 From 1 April 2020 £	Increase %
Grass Athletics Track - Stoke Park (Adult groups/Organisations) 2 hours	87.00	88.00	1.1%
Grass Athletics Track - Stoke Park (Schools and U18 groups) 2 hours	48.50	49.00	1.0%
Lacrosse:			
Stoke Park - Adults	87.00	88.00	1.1%
Stoke Park - School usage and youth (Under 18's)	48.50	49.00	1.0%
Table Tennis - All Per 30 minutes	1.00	1.00	0.0%
Frisbee pitch 2 hours (All)	33.00	34.00	3.0%
Event all Sites			
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			
Circuses and Fun Fairs			
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			
Filming all Sites: -			
Per Event - Per Day on Site (Negotiable) Minimum £50 - Maximum £1,000 per day	Price on application	Price on application	
Fitness Sessions			
	Price on application	Price on application	
Forest school use of site - per child per visit	2.00	2.00	0.0%
Car Parking Only All Sites:			
Per Day on Site (not in conjunction with event hire)	Price on application	Price on application	
Commemorative Benches (All sites)	Price on application	Price on application	
Shalford Park:			
Camping and Caravanning (Club Use) - per unit per night	9.50 *	9.70 *	2.1%
Chantries Camp Site: per person per day/night	4.75 *	5.00 *	5.3%
Minimum charge for groups of 3 persons or under	15.00 *	15.00 *	0.0%

*= includes VAT at 20%

	2019-20 From 1 April 2019 £	2020-21 From 1 April 2020 £	Increase %
Sutherland Memorial Park			
Astro Pitch 5-a-side			
All - per court per hour before 4pm (Weekdays and weekend)	10.50	11.00	4.8%
5-a-side Football per court per hour including floodlights - Adults	49.50	50.00	1.0%
5-a-side Football per court per hour including floodlights - Youth (Under 18's)	25.00	25.50	2.0%
Balloon Flights			
Seasonal annual agreement paid in advance for take off rights per site	625.00	645.00	3.2%
Greenark			
Commercial - Each hour or part	20.00	20.00	0.0%
Community - Each hour or part	17.00	17.00	0.0%
For regular users book 10 and receive 10% discount			
Approved under Delegated Authority			
Guildford Crematorium			
Cremation Fees			
For the cremation of a child whose age at death did not exceed 18 years (incl medical referee fees)	free of charge	free of charge	
For the cremation of a person whose age at the time of death exceeded 18 years (incl medical referee fees)	895.00	895.00	0.0%
Saturday cremation (09:00 am - 12 noon)	1,060.00	1,060.00	0.0%
Direct cremation	495.00	495.00	0.0%
Cancellation of diary booking with less than 48 hours notice and late delivery of papers	130.00	135.00	3.8%
Service of double or additional length; per 45 minutes additional fee of:	210.00	218.00	3.8%
Service which exceeds the allocated timeslot of 30 minutes	275.00	285.00	3.6%
Cremation of a child on a Saturday (9am - 12 noon)	free of charge	free of charge	
Cremation of Non Viable Foetus (NVF) (up to 24 weeks gestation)	free of charge	free of charge	
Fee for exhuming ashes if not for re-interment within the grounds	110.00	115.00	4.5%

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
Laying to rest of ashes in Garden of Remembrance
Certificate of cremation for burial of ashes elsewhere.

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Wesley Music			
Audio recording of funeral service - 1st copy	48.00 *	50.00 *	4.2%
Audio recording of funeral service - additional copies	19.00 *	20.00 *	5.3%
DVD recording of funeral service - 1st copy	58.00 *	60.00 *	3.4%
DVD recording of funeral service - additional copies	24.00 *	25.00 *	4.2%
Wesley Tributes			
Wesley Visual Tribute (up to 30 images)	80.00 *	83.00 *	3.8%
Wesley Visual Tribute; per image after 30 images	1.75 *	1.80 *	2.9%
DVD copy of funeral service incorporating visual tribute	69.00 *	72.00 *	4.3%
DVD copy of funeral service incorporating visual tribute additional copy	24.00 *	25.00 *	4.2%
Urns and Containers			
Ashes Container	23.00	24.00	4.3%
Wooden Casket	70.00	75.00	7.1%
Decorative Urns	118.00	122.00	3.4%
Decorative keepsake urns	37.00	38.00	2.7%
Scatter tubes	43.00	45.00	4.7%
Child Scatter tubes	15.00	16.00	6.7%
Deposit of Ashes			
For the scattering of ashes in the Garden of Remembrance when cremation has taken place elsewhere	105.00	110.00	4.8%
Split of ashes to include 2x cremation certificate and 2x ashes containers for separate scattering elsewhere.	48.00	50.00	4.2%
Memorials and Incriptions			
Entries in the Book of Remembrance			
2 line entry	100.00 *	105.00 *	5.0%
5 line entry	135.00 *	140.00 *	3.7%
5 line entry with motif	210.00 *	220.00 *	4.8%
8 line entry	165.00 *	170.00 *	3.0%
8 line entry with motif	242.00 *	250.00 *	3.3%
Motif	78.00 *	80.00 *	2.6%
Additional Lines	17.00 *	18.00 *	5.9%
Replicas of entries in Book of Remembrance Memorial Cards			
2 line entry	39.00 *	40.00 *	2.6%
5 line entry	61.00 *	63.00 *	3.3%
5 line entry with motif	140.00 *	143.00 *	2.1%
8 line entry	78.00 *	80.00 *	2.6%
8 line entry with motif	155.00 *	160.00 *	3.2%
Motif	78.00 *	80.00 *	2.6%
Additional Lines	17.00 *	18.00 *	5.9%

*= includes VAT at 20%

	2019-20 From 1 April 2019 £	2020-21 From 1 April 2020 £	Increase %
Miniature Books of Remembrance			
2 line entry	89.00 *	92.00 *	3.4%
5 line entry	125.00 *	130.00 *	4.0%
5 line entry with motif	200.00 *	210.00 *	5.0%
8 line entry	140.00 *	145.00 *	3.6%
8 line entry with motif	215.00 *	225.00 *	4.7%
Motif	78.00 *	80.00 *	2.6%
Additional Lines	17.00 *	18.00 *	5.9%
Adoption of Rose Trees (including nameplate)			
Standard Roses (5 years) with aluminium plaque	560.00	580.00	3.6%
Renewals after initial period:			
(a) 5 years	315.00	325.00	3.2%
(b) 1 year	102.00	106.00	3.9%
Trees 5 years with aluminium plaque	n/a	795.00	New charge
Trees 10 years with aluminium plaque	n/a	1,400.00	New charge
Renewals after initial period:			
(a) 5 years	545.00	565.00	3.7%
(b) 1 year	155.00	160.00	3.2%
Plaques			
Aluminium Plaque with existing memorial	115.00 *	120.00 *	4.3%
Granite Plaque (6 x 4) with existing memorial	270.00 *	280.00 *	3.7%
Granite Plaque (7 x 5) with existing memorial	325.00 *	335.00 *	3.1%
Additional artwork on granite plaque	Price on application *	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%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Seats			
Seats wooden 5 feet length (for a period of 10 years)	2,000.00 *	Price on application *	
Seats Granite Columbaria (for a period of 10 years)	1,650.00 *	Price on application *	
Replacement or additional seat plaque 6" x 2"	98.00 *	101.00 *	3.1%
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	16.50 *	17.00 *	3.0%
Memorial Vault - Sanctum including wooden casket			
(a) 10 year adoption	1,400.00	1,450.00	3.6%
(b) 20 year adoption	2,000.00	2,075.00	3.8%
(c) 30 year adoption	2,700.00	2,800.00	3.7%
(d) 40 year adoption	3,325.00	3,450.00	3.8%
(e) 50 year adoption	4,050.00	4,200.00	3.7%
Per Letter after first 80 letters	3.30	3.40	3.0%
Standard motif	220.00	230.00	4.5%
Non standard motif	Price on application	Price on application	
Photo plaque	135.00	140.00	3.7%
Replacement Vault Tablet - Sanctum 2	370.00	385.00	4.1%
Sanctum Replacement Vault Tablet (up to 80 letters) Sanctum 2000	370.00	385.00	4.1%
Memorial Vault - Renewal 5 years	345.00	360.00	4.3%
Memorial Vault - Renewal 10 years	685.00	715.00	4.4%
Memorial Vault - Renewal 20 years	1,370.00	1,425.00	4.0%
Vase Blocks - 10 years			
Standard motif on a vase block	625.00	650.00	4.0%
Non standard motif on a vase block	220.00	230.00	4.5%
Photo plaque on a vase block	Price on application	Price on application	
Renewal of Vase Block for 5 years	95.00	100.00	5.3%
Replacement of Vase in memorial vaults	290.00	300.00	3.4%
Replacement of Vase in vase blocks	16.50	17.00	3.0%
Replacement vase for vaseblock vault	16.50	17.00	3.0%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Sundials			
Sundial Tablets Older style- Lower Tablet (when available)	635.00	660.00	3.9%
Sundial Tablets Older style- Middle Tablet (when available)	600.00	620.00	3.3%
Sundial Tablets Older style- Top Tablet (when available)	550.00	570.00	3.6%
Renewal of a Sundial Tablets Older style- Lower Tablet - 5 years	297.00	307.00	3.4%
Renewal of a Sundial Tablets Older style- Middle Tablet - 5 years	297.00	307.00	3.4%
Renewal of a Sundial Tablets Older style- Top Tablet - 5 years	297.00	307.00	3.4%
Replacement sundial tablet	248.00	257.00	3.6%
New Sundial Tablet first row for a period of 10 years	550.00	570.00	3.6%
New Sundial Tablet second row for a period of 10 years	550.00	570.00	3.6%
New Sundial Tablet third row for a period of 10 years	600.00	620.00	3.3%
New Sundial Tablet forth row for a period of 10 years	610.00	630.00	3.3%
New Sundial Tablet fifth row for a period of 10 years	645.00	670.00	3.9%
Standard motif on a sundial tablet	218.00	225.00	3.2%
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	
Children's Memorial Garden			
Rockery Boulder for 5 years	215.00	240.00	11.6%
Memorial mushroom plaque for 5 years	265.00	275.00	3.8%
Private gardens	840.00	870.00	3.6%
Use of Chapel for Memorial Service (no cremation)	510.00	510.00	0.0%
Reproduction of cremation certificate	24.00	25.00	4.2%
Assistance with bearing of a coffin into the chapel	40.00	45.00	12.5%
Assistance with bearing of a coffin into the chapel with no notice	n/a	60.00	New charge
Cemeteries			
Guildford, Stoke New and Old Cemeteries - Interments			
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	free of charge	
Unpurchased grave for an adult	510.00	510.00	0.0%
Resident			
For the interment in a grave which has already been purchased - the body of a person exceeding 18 years			
To a single depth (5ft)	870.00	900.00	3.4%
To a double depth (7ft)	950.00	995.00	4.7%
Interment of cremated remains in a grave	370.00	385.00	4.1%
Interment of cremated remains in cremated remains plots at Stoke Cemetery	370.00	385.00	4.1%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
For the interment in a grave which has already been purchased - the body of a child not exceeding 18 years			
To a single depth (5ft)	free of charge	free of charge	
To a double depth (7ft)	free of charge	free of charge	
Interment of cremated remains in a grave	free of charge	free of charge	
Interment of cremated remains in cremated remains plots at Stoke Cemetery	138.00	free of charge	
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	465.00	485.00	4.3%
Exclusive Rights of Burial in Earthen Graves:	100.00	105.00	5.0%
Traditional and Lawn Section			
In an earthen grave 7ft 6 ins x 3ft 6 ins	1,955.00	2,020.00	3.3%
In an earthen grave 6ft x 3ft - Children's section	895.00	925.00	3.4%
Extension of Exclusive Right of Burial for additional five years	325.00	340.00	4.6%
Garden of Remembrance (Cremated remains)	585.00	600.00	2.6%
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.			
Memorials			
Permit to erect a memorial	225.00	240.00	6.7%
Additional inscription on an existing memorial	112.00	116.00	3.6%
Permit to erect a vase with inscription	112.00	116.00	3.6%
Permit to erect a vase without inscription	Free of charge	Free of charge	
Permit to clean a memorial	15.00	15.00	0.0%
Permit for added inscription which requires removal of stone	225.00	225.00	0.0%
Permit for added inscription (done on site)	112.00	112.00	0.0%
Permit for remedial repair	45.00	45.00	0.0%
Memorial Vault - Sanctum			
(a) 10 year adoption	1,400.00	1,450.00	3.6%
(b) 20 year adoption	2,000.00	2,075.00	3.8%
(c) 30 year adoption	2,700.00	2,800.00	3.7%
(d) 40 year adoption	3,325.00	3,450.00	3.8%
(e) 50 year adoption	4,050.00	4,200.00	3.7%
Per Letter after first 80 letters	3.30	3.40	3.0%
Standard motif	220.00	230.00	4.5%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Non standard motif	Price on application	Price on application	
Photo plaque	135.00	140.00	3.7%
Sanctum Replacement Vault Tablet (up to 80 letters) Sanctum 2000	370.00	385.00	4.1%
Memorial Vault - Renewal 5 years	345.00	360.00	4.3%
Memorial Vault - Renewal 10 years	685.00	715.00	4.4%
Memorial Vault - Renewal 20 years	1,370.00	1,425.00	4.0%
Miscellaneous Charges			
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	23.50	24.00	2.1%
Transfer of grant of right of burial	95.00	98.00	3.2%
Cemeteries - Non Residents of Guildford Borough Fees			
Guildford, Stoke New and Old Cemeteries - Interments			
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	free of charge	
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 18 years			
To a single depth (5ft)	1,750.00	1,800.00	2.9%
To a double depth (7ft)	1,900.00	1,990.00	4.7%
Interment of cremated remains in a grave	775.00	770.00	-0.6%
Interment of cremated remains in the Garden of Remembrance	775.00	770.00	-0.6%
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	465.00	485.00	4.3%
	100.00	105.00	5.0%
Exclusive Rights of Burial in Earthen Graves:			
Traditional and Lawn Section			
In an earthen grave 7ft 6 ins x 3ft 6 ins	3,900.00	4,040.00	3.6%
In an earthen grave 6ft x 3ft - Children's section	1,850.00	1,850.00	0.0%
Extension of Exclusive Right of Burial for additional five years	670.00	680.00	1.5%
Garden of Remembrance (Cremated remains)	1,175.00	1,200.00	2.1%
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.			
Miscellaneous Charges			
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	23.50	24.00	2.1%
Transfer of grant of right of burial	95.00	98.00	3.2%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Guildford Spectrum - To be approved by Council			
Standard Social Charges			
Concessionary Charges - the rates shown below relate to the following groups:-			
Senior Citizens			
Benefit Recipients			
Unemployed			
Students			
Disabled			
Main Pool			
Adult swim (16 years of age and over) - Peak	4.75 *	4.90 *	3.2%
Adult swim (16 years of age and over) - Off Peak	4.45 *	4.60 *	3.4%
Junior, concessions	3.40 *	3.50 *	2.9%
Showers			
Shower (senior citizen)	2.20 *	2.30 *	4.5%
Special Activities			
Badminton Court per hour - super saver	7.50 *	7.70 *	2.7%
Group Games per hour - super saver	36.50 *	37.50 *	2.7%
Squash/Racquetball, per half hour - super saver	5.40 *	5.60 *	3.7%
Squash/Racquetball, per hour - super saver	8.45 *	8.60 *	1.8%
Table Tennis	5.50 *	5.70 *	3.6%
Off Peak Charges - Concessions			
Competition Pool	3.40 *	3.50 *	2.9%
Leisure Pool	4.75 *	4.90 *	3.2%
Ice Rink	4.50 *	4.70 *	4.4%
Ten Pin (single game) - now includes shoe hire	5.40 *	5.60 *	3.7%
Health Suite: relaxation area	4.40 *	4.60 *	4.5%
Fitness Area	4.80 *	5.10 *	6.3%
Athletics	3.70 *	3.90 *	5.4%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Guildford Lido - To be approved by Council			
Standard			
Adult	6.70 *	6.90 *	3.0%
Junior	5.10 *	5.20 *	2.0%
Concessions	5.10 *	5.20 *	2.0%
Family	21.00 *	22.00 *	4.8%
Off Peak			
Adult	5.40 *	5.70 *	5.6%
Junior	4.00 *	4.10 *	2.5%
Concessions	4.00 *	4.10 *	2.5%
Family	16.50 *	17.50 *	6.1%
Season Tickets			
Adult	150.00 *	150.00 *	0.0%
Junior	110.00 *	115.00 *	4.5%
Student	110.00 *	115.00 *	4.5%
Senior citizen	90.00 *	95.00 *	5.6%
Concessionary Groups - All Times	4.00 *	4.10 *	2.5%
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	1.80 *	2.00 *	11.1%
Crazy Golf	1.00 *	1.00 *	0.0%
Gym			
<i>Pay as You Train - Peak</i>			
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%
<i>Pay as You Train - Off Peak</i>			
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%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Membership			
Annual Membership - Concessions	308.00 *	308.00 *	0.0%
Monthly Membership - Concessions	27.70 *	27.70 *	0.0%
Ash Manor Sports Centre - To be approved by Council			
Main Sports Hall			
Badminton per hour - peak	9.70 *	9.80 *	1.0%
Badminton per hour - off-peak	7.70 *	7.80 *	1.3%
Group Games per hour - peak	44.00 *	44.50 *	1.1%
Group Games per hour - off-peak	37.00 *	37.50 *	1.4%
Fitness & Group Exercise Classes (min price)	5.40 *	5.50 *	1.9%
Badminton - Junior	3.50 *	3.50 *	0.0%
Gymnasium			
Group Games per hour - peak	28.00 *	28.50 *	1.8%
Group Games per hour - off-peak	20.50 *	21.00 *	2.4%
Table tennis - per hour - peak and off peak	6.00 *	6.50 *	8.3%
Equipment Hire - Adults only (£10.00 deposit)			
Badminton Racquet/Table Tennis bat	2.50 *	2.50 *	0.0%
Football	4.00 *	4.00 *	0.0%
Outside Court (Playground) - per hour			
With floodlights	20.50 *	21.00 *	2.4%
Without floodlights	12.50 *	13.00 *	4.0%
Artificial Pitch			
1 hour without lights	70.50 *	73.00 *	3.5%
1 hour with lights	92.50 *	95.00 *	2.7%
2 hours without lights	140.00 *	144.00 *	2.9%
2 hours with lights	184.00 *	188.00 *	2.2%
1/4 with lights, per hour	37.50 *	39.00 *	4.0%
1/4 without lights, per hour	29.00 *	30.00 *	3.4%
Health & Fitness			
Annual Membership - Junior	209.00 *	220.00 *	5.3%
Annual Membership - Concessions	248.00 *	251.00 *	1.2%
Monthly Membership - Junior	19.00 *	20.00 *	5.3%
Monthly Membership - Concessions	24.00 *	25.00 *	4.2%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Pay as you Train - Peak			
Adult Fitness Session	6.50 *	6.70 *	3.1%
Student/Senior/Concessionary Fitness Session	6.50 *	6.70 *	3.1%
Enhanced Induction Course	29.00	30.00	3.4%
Concessionary Induction	18.00	19.00	5.6%
Pay as you Train - Off Peak			
Off Peak Fitness Sessions - Adult	5.80 *	6.00 *	3.4%
Off Peak Fitness Sessions - Junior & Concessions	4.30 *	4.50 *	4.7%
Enhanced Induction Course	18.00	19.00	5.6%
Induction - Juniors & Concessions			
GP Referral			
Off Peak	4.00 *	4.50 *	12.5%

*= includes VAT at 20%

	2019-20 From 1 April 2019 £	2020-21 From 1 April 2020 £	Increase %
To be approved by Council			
Education Sessions, 39.5 Castle Street			
Cost per child ¹			
Victorian schoolroom	6.80	6.80	0.0%
Victorian playroom	6.50	6.50	0.0%
¹ A minimum charge equivalent to 25 child places is payable for all bookings			
Adult education, History of Guildford class			
Charge for two term programme	112.00	112.00	0.0%
Exhibition Space Hire, Heritage Buildings			
Guildford House			
Brew House - one week hire	170.00	170.00	0.0%
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.			
Private View of Exhibitions			
Main House, Daytime 12.00pm - 2.00pm	200.00	200.00	0.0%
Main House, Evening 7.00pm - 9.00pm	350.00	350.00	0.0%
Brew House, Saturdays 12.00pm - 2.00pm	80.00	80.00	0.0%
Venue Hire, Heritage Buildings			
The Brew House, Guildford House			
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%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Guildford Castle			
<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			
Guildford Museum			
<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%
Guildhall			
<u>Guildhall whole building</u>			
(a) Weekdays			
Morning, 9.00am - 1.00pm	330.00	330.00	0.0%
Afternoon, 1.00pm - 5.00pm	330.00	330.00	0.0%
Whole Day, 9.00am - 5.00pm	550.00	550.00	0.0%
Evening, 5.00pm - 9.30 pm	450.00	450.00	0.0%
(b) Weekends			
Saturday 9.00am - 5.00pm	590.00	590.00	0.0%
Saturday 5.00pm - 12.00am	590.00	590.00	0.0%
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	240.00	240.00	0.0%
Afternoon, 1.00pm - 5.00pm	240.00	240.00	0.0%
Whole Day, 9.00am - 5.00pm	450.00	450.00	0.0%
Evening, 5.00pm - 9.30pm	350.00	350.00	0.0%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
<u>Guildhall Council Chamber</u>			
Weekdays			
Morning, 9.00am - 1.00pm	240.00	240.00	0.0%
Afternoon, 1.00pm - 5.00pm	240.00	240.00	0.0%
Whole Day, 9.00am - 5.00pm	450.00	450.00	0.0%
Evening, 5.00pm - 9.30 pm	350.00	350.00	0.0%
All rooms excess charge for evening hire after 9.30 pm (per hour)	75.00	75.00	0.0%
Admission Charges, Guildhall (new)			
Adult admission	2.00 *	2.00 *	0.0%
Child admission	1.00 *	1.00 *	0.0%
Admission Charges, Guildford Castle			
Adult admission	3.50 *	3.50 *	0.0%
Child admission	2.00 *	2.00 *	0.0%
Joint admission ticket Guildhall and Guildford Castle			
Adult admission	N/A *	N/A *	
Child admission	N/A *	N/A *	
Family ticket Guildford castle			
Family ticket to cover 2 adults and 2 children	10.00 *	10.00 *	0.0%
Image licensing and reproductions			
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	10.00	10.00	0.0%

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 2020

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	£1.50	£1.50	£1.50	£1.50	£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	£1.50	£1.50	£1.50	£1.50	£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	£1.50	£1.50	£1.50	£1.50	£1.00	£1.00	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Old Police Station	62	£1.50	£1.50	£1.50	£1.50	£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	Millmead House (Front)	27	Mon-Fri - For Visitors to Council only			£1.30	Closed	Closed	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Lawn Road	87	Mon-Fri - Contract Car Park (unavailable to public)				Closed	Closed	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Robin Hood	23					Closed	Closed	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	St Josephs	71					Closed	Closed	Up to 3 hrs £1.50; 3 to 6 hrs £2.50
S	Portsmouth Road	98					£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	220	£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

All of the above charges include VAT at 20%

	2019-20 From 1 April 2019 £	2020-21 From 1 April 2020 £	Increase %
To be approved by Council			
Farmers Market			
Stall Charge (per market, per linear metre of frontage)	9.50	9.90	4.2%
Fee Supplement	4.00	4.00	0.0%
Car Parking	9.00 *	9.00 *	0.0%
Standard charges			
Poster Boards			
All poster boards are A4 sheet poster size			
- Rental per space - Rental per week	12.00 *	12.60 *	5.0%
Banner Boards			
Note 2019-20 updated			
- Rental per space - Rental per week			
Large 9ft banners	68.40 *	70.20 *	2.6%
A0 & A1- category A (all except Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	60.00 *	61.20 *	2.0%
A0 & A1- category B (Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	48.00 *	49.20 *	2.5%
A2 & A3	24.00 *	24.60 *	2.5%
Concessionary charges			
Poster Boards			
All poster boards are A4 sheet poster size			
- Rental per space - Rental per week	9.60 *	10.20 *	6.3%
Banner Boards			
- Rental per space - Rental per week			
Large 9ft banners	55.20 *	57.00 *	3.3%
A0 & A1- category A (all except Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	45.60 *	46.80 *	2.6%
A0 & A1- category B (Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	43.20 *	44.40 *	2.8%
A2 & A3	19.20 *	19.80 *	3.1%
High Street Banner			
Upper High Street - Rental per space - Rental per week	378.00 *	390.00 *	3.2%
Upper High Street - Rental per space - Rental subsequent weeks (maximum rental 3 weeks)	138.00 *	142.80 *	3.5%
Lower High Street - Rental per space - Rental per week	378.00 *	390.00 *	3.2%
Lower High Street - Rental per space - Rental subsequent weeks (maximum rental 3 weeks)	138.00 *	142.80 *	3.5%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
North Street Rotunda			
Standard charges for full day			
-Weekday	120.00	125.00	4.2%
- Saturday	190.00	200.00	5.3%
- Sunday	160.00	165.00	3.1%
Concessionary charges for full day			
-Weekday	60.00	60.00	0.0%
- Saturday	100.00	100.00	0.0%
- Sunday	80.00	80.00	0.0%

*= includes VAT at 20%

	2019-20 from 1 April 2019 £	2020-21 from 1 April 2020 £	Increase %
To be approved by Council			
House Purchase Fees			
Right to Buy Engrossment Fee	85.00	88.00	3.5%
Leasehold Enquires	128.00	132.00	3.1%
(b) Equity Share Lease Surrender	110.00	113.00	2.7%
Road Closure Application Fee	145.00	150.00	3.4%

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.

Council Minutes Booklet and Committee Agendas - Annual Subscription

- All available on line free of charge - Hard copies available but will charged at cost to GBC

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

Annual Report and Statement of Accounts - supply to organisations and individuals outside the Borough

Free of Charge

Free of Charge

Individually determined

Section 106 Agreements

Suitable Access to Natural Green Space (SANGS) Section 106 agreement or Unilateral Undertaking	730.00	750.00	2.7%
Section 106 agreement or Unilateral Undertaking (development up to 25 dwellings)	1,110.00	1,145.00	3.2%
Section 106 agreement or Unilateral Undertaking (development exceeding 25 up to 50 dwellings)	2,210.00	2,275.00	2.9%
Section 106 agreement or Unilateral Undertaking (development exceeding 51 up to 100 dwellings)	Minimum of £2,210 **	Minimum of £2,275 **	2.9%
Section 106 agreement or Unilateral Undertaking (development exceeding 101 up to 199 dwellings)	Minimum of £2,210 **	Minimum of £2,275 **	2.9%
Section 106 agreement (Major applications, small scale, large scale)	Minimum of £2,210 **	Minimum of £2,275 **	2.9%

****this is presented as a general guide, in each instance the Council will provide a pre-estimate of the likely time and costs, and will seek its costs in relation to actual work completed on the basis of an officer fee of £180 per hour.**

*= includes VAT at 20%

	2019-20 from 1 April 2019 £	2020-21 from 1 April 2020 £	Increase %
Property Transactions – Legal Charges			
Grant of new lease up to 100 sq. m	Minimum £540**	Minimum £555**	2.8%
Grant of new lease 101 to 300 sq. m	Minimum £740**	Minimum £760**	2.7%
Grant of new lease 301 – 700 sq. m	Minimum £850**	Minimum £875**	2.9%
Grant of new lease over 700 sq. m	Minimum £1,280**	Minimum £1,320**	3.1%
Renewal of lease up to 100 sq. m	Minimum £420**	Minimum £430**	2.4%
Renewal of lease 101 to 300 sq. m	Minimum £540**	Minimum £555**	2.8%
Renewal of lease 301 – 700 sq. m	Minimum £640**	Minimum £660**	3.1%
Renewal of lease over 700 sq. m	Minimum £850**	Minimum £875**	2.9%
Deed of Variation	Minimum £560**	Minimum £575**	2.7%
Rent Deposit Deed	Minimum £210**	Minimum £220**	4.8%
Licence to Assign/Alter	Minimum £540**	Minimum £555**	2.8%
Licence to Underlet	Minimum £640**	Minimum £660**	3.1%
Grant of new Licence for grazing/garden/access	Minimum £480**	Minimum £495**	3.1%
Renewal of Licence for grazing/garden/access	Minimum £270**	Minimum £280**	3.7%
Grant of new Licence for scaffolding/development compound	Minimum £480**	Minimum £495**	3.1%
Renewal of Licence for scaffolding/development compound	Minimum £370**	Minimum £380**	2.7%
Grant of Easement/wayleave	Minimum £540**	Minimum £555**	2.8%
Sale of freehold	Minimum £740**	Minimum £760**	2.7%

** 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%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
To be approved by Council			
Local Taxation			
Court Costs - Council Tax*	100.50	100.50	0.0%
Court Costs - Business Rates*	120.50	120.50	0.0%
Court Costs - BID Levy*		10.50	New item
*these amounts includes £20.00 payable for Liability Order			
Letting of Council Accommodation for Meetings (Charges for other uses subject to negotiation)			
<u>Council Chamber</u>			
Morning	245.00	252.00	2.9%
Afternoon	245.00	252.00	2.9%
Evening to 9.00 pm	315.00	325.00	3.2%
<u>Room 1 (Chantries)- previously Committee Room 1</u>			
Morning	170.00	175.00	2.9%
Afternoon	170.00	175.00	2.9%
Evening to 9.00 pm	245.00	252.00	2.9%
<u>Room 2 (Newlands)- previously Committee Room 2</u>			
Morning	170.00	175.00	2.9%
Afternoon	170.00	175.00	2.9%
Evening to 9.00 pm	250.00	257.00	2.8%
<u>Room 3 (Sheepleas)</u>			
Morning	122.00	125.00	2.5%
Afternoon	122.00	125.00	2.5%
Evening to 9.00 pm	175.00	180.00	2.9%
<u>Room 4 (Chinthurst)</u>			
Morning	85.00	87.50	2.9%
Afternoon	85.00	87.50	2.9%
Evening to 9.00 pm	125.00	128.00	2.4%
<u>Room 5 (Whitmoor)</u>			
Morning	85.00	87.50	2.9%
Afternoon	85.00	87.50	2.9%
Evening to 9.00 pm	125.00	128.00	2.4%
<u>Room 6 (Hurtmore)</u>			
Morning	170.00	175.00	2.9%
Afternoon	170.00	175.00	2.9%
Evening to 9.00 pm	247.00	257.00	4.0%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
<u>Room 7 (Loseley)</u>			
Morning	53.00	54.50	2.8%
Afternoon	53.00	54.50	2.8%
Evening to 9.00 pm	74.00	76.50	3.4%
<u>Room 8 (Hatchlands)</u>			
Morning	102.00	105.00	2.9%
Afternoon	102.00	105.00	2.9%
Evening to 9.00 pm	149.00	153.50	3.0%

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.

	2019-20 From 1 April 2019 £	2020-21 From 1 April 2020 £	Increase %
To be approved by Council			
Statutory Planning Fees can be found by referring to current government legislation.			
The Planning Portal is the UK online planning and building regulations resource- http://www.planningportal.gov.uk/planning/planningpolicyandlegislation/currentlegislation/statutoryinstruments			
Decision Notices			
Planning Decisions (TP3s) - post 2005 on website	20.00 *	20.50 *	2.5%
Planning Appeal Decisions - post 2005 on website	20.00 *	20.50 *	2.5%
Planning Legal agreements (Section 106 etc.) - if available on website (New)	20.00 *	20.50 *	2.5%
Tree Preservation Orders (if available on website)	20.00 *	20.50 *	2.5%
BC Completion Certificate pre 2001	20.00 *	20.50 *	2.5%
BC Completion Letter pre 1991	20.00 *	20.50 *	2.5%
Section 106 Agreements monitoring fee	750.00	750.00	0.0%
Self-build and Custom Housebuilding Register			
Initial entry on the register	26.00	27.00	3.8%
Initial entry fee for additional members of an Association	10.50	11.00	4.8%
Initial entry onto Part 2 of the register	10.50	11.00	4.8%
Annual fee for remaining on Part 1 and Part 2 the register	10.50	11.00	4.8%
All charges are per document			
If the above information is not available on our website the photocopying charges listed below will apply:-			
Photocopy Charges			
Plan Copying(A2-A0)	13.50	14.00	3.7%
Photocopying Charges (black and white A4)	0.35 *	0.36 *	2.9%
Photocopying Charges (black and white A3)	0.35 *	0.36 *	2.9%
Photocopying Charges (colour A4)	0.60 *	0.62 *	3.3%
Photocopying Charges (colour A3)	0.60 *	0.62 *	3.3%
Supply of information to professional organisations			
General enquiries (one off charge)	72.00 *	74.00 *	2.8%
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%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Pre Application Advice (some pre-application advice fees were revised on 1st October 2019 under delagated authority and those revised fees have been included in 2019-20 figures)			
Householder and new dwellings			
Category: BRONZE			
Householder	80.00 *	80.00 *	0.0%
1-4 dwellings	250.00 *	250.00 *	0.0%
5-9 dwellings	500.00 *	500.00 *	0.0%
10-49 dwellings	750.00 *	750.00 *	0.0%
Category: SILVER			
Householder	180.00 *	180.00 *	0.0%
1-4 dwellings	450.00 *	450.00 *	0.0%
5-9 dwellings	700.00 *	700.00 *	0.0%
10-49 dwellings	1,000.00 *	1,000.00 *	0.0%
50+ dwellings	2,500.00 *	2,500.00 *	0.0%
Category: GOLD			
Householder	Not applicable		
1-4 dwellings	Not applicable		
5-9 dwellings	1,200.00 *	1,200.00 *	0.0%
10-49 dwellings	1,750.00 *	1,750.00 *	0.0%
50+ dwellings	5,000.00 *	5,000.00 *	0.0%
Category: PLATINUM			
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 *	
Extras			
Additional plans			
Householder	84.00 *	84.00 *	0.0%
1-4 dwellings	168.00 *	168.00 *	0.0%
5-9 dwellings	335.00 *	335.00 *	0.0%
10-49 dwellings	565.00 *	565.00 *	0.0%
50+ dwellings	845.00 *	845.00 *	0.0%
Other (listed building, advertisements, agricultural, telecommunications and trees)	168.00 *	168.00 *	0.0%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Additional meetings			
Householder	Not applicable	Not applicable	
1-4 dwellings	335.00 *	335.00 *	0.0%
5-9 dwellings	450.00 *	450.00 *	0.0%
10-49 dwellings	675.00 *	675.00 *	0.0%
50+ dwellings	900.00 *	900.00 *	0.0%
Other (listed building, advertisements, agricultural, telecommunications and trees)	335.00 *	335.00 *	0.0%
Commercial and other development			
Category: BRONZE			
Commercial up to 250 sq metres	168.00 *	168.00 *	0.0%
Commercial up to 500 sq metres	280.00 *	280.00 *	0.0%
Commercial up to 1000 sq metres	450.00 *	450.00 *	0.0%
Commercial up to 2500 sq metres	565.00 *	565.00 *	0.0%
Commercial over 2500 sq metres	845.00 *	845.00 *	
Other (listed building, advertisements, agricultural, telecommunications and trees)	Not applicable	Not applicable	
Category: SILVER			
Commercial up to 250 sq metres	280.00 *	280.00 *	0.0%
Commercial up to 500 sq metres	400.00 *	400.00 *	0.0%
Commercial up to 1000 sq metres	735.00 *	735.00 *	0.0%
Commercial up to 2500 sq metres	845.00 *	845.00 *	0.0%
Over 2500 sq metres	1,150.00 *	1,150.00 *	0.0%
Other (listed building, advertisements, agricultural, telecommunications and trees)	400.00 *	400.00 *	0.0%
Category: GOLD			
Commercial up to 250 sq metres			
Commercial up to 500 sq metres	845.00 *	845.00 *	0.0%
Commercial up to 1000 sq metres	965.00 *	965.00 *	0.0%
Commercial up to 2500 sq metres	1,700.00 *	1,700.00 *	0.0%
Over 2500 sq metres	2,250.00 *	2,250.00 *	0.0%
Other (listed building, advertisements, agricultural, telecommunications and trees)	900.00 *	900.00 *	0.0%
Category: PLATINUM			
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, advertisements, agricultural, telecommunications and trees)	Not applicable	Not applicable	

*= includes VAT at 20%

	2019-20 From 1 April 2019 £	2020-21 From 1 April 2020 £	Increase %
Extras			
Additional plans			
Commercial up to 250 sq metres	84.00 *	84.00 *	0.0%
Commercial up to 500 sq metres	168.00 *	168.00 *	0.0%
Commercial up to 1000 sq metres	335.00 *	335.00 *	0.0%
Commercial up to 2500 sq metres	565.00 *	565.00 *	0.0%
Commercial over 2500 sq metres	845.00 *	845.00 *	0.0%
Other (listed building, advertisements, agricultural, telecommunications and trees)	168.00 *	168.00 *	0.0%
Meeting			
Commercial up to 250 sq metres			
Commercial up to 500 sq metres	335.00 *	335.00 *	0.0%
Commercial up to 1000 sq metres	450.00 *	450.00 *	0.0%
Commercial up to 2500 sq metres	675.00 *	675.00 *	0.0%
Commercial over 2500 sq metres	900.00 *	900.00 *	0.0%
Other (listed building, advertisements, agricultural, telecommunications and trees)	335.00 *	335.00 *	0.0%
Duty Officer service	56.00 *	58.00 *	3.6%
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			
Planning performance agreements			
For major applications only (residential or commercial)			
Deposit	500.00 *	500.00 *	0.0%
Subsequent costs	Price on application *	Price on application *	
Charges for tree advice- for a site visit and written response			
Pre- application advice on works to trees (TPO and conservation area)			
First hour	85.00 *	88.00 *	3.5%
Per subsequent hours	56.00 *	58.00 *	3.6%
General tree advice			
First hour	85.00 *	88.00 *	3.5%
Per subsequent hours	56.00 *	58.00 *	3.6%
Tree survey on proposed development site			
Per hour	85.00 *	88.00 *	3.5%
High Hedges	585.00	600.00	2.6%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
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			
Guildford borough Local Plan Strategy and Sites Adopted 25th April 2019	not applicable	£47.50	
Submission Local Plan: strategy and sites - Main Modifications (2018)	43.50	43.50	0.0%
Schedule of Main Modifications to the Plan (2018)	15.00	15.00	0.0%
Schedule of Minor Modifications to the Plan (2018)	15.00	15.00	0.0%
Submission Documents			
Submission Local Plan: strategy and sites (2017)	43.50	43.50	0.0%
Guildford borough Proposed Submission Local Plan: strategy and sites (2016)	43.50	43.50	0.0%
Schedule of proposed minor modifications to Submission Local Plan (2017)	15.00	15.00	0.0%
Track changed version of Submission Local Plan (2017)	43.50	43.50	0.0%
Sustainability Appraisal (SA) and Non-technical Summary (2017)	26.50	26.50	0.0%
Habitat Regulations Assessment (HRA) (2017)	16.50	16.50	0.0%
Equalities Impact Assessment (EIA) Screening (2014)	3.00	3.00	0.0%
Local Development Scheme (LDS) (2017)	3.00	3.00	0.0%
Consultation Statement (2017)	135.00	135.00	0.0%
Community Involvement in Planning (2013)	9.00	9.00	0.0%
Monitoring Report 2016/17 (2017)	9.00	9.00	0.0%
Housing			
West Surrey Strategic Housing Market Assessment (SHMA) (2015)	33.00	33.00	0.0%
West Surrey SHMA - Guildford Summary Report (2015)	9.00	9.00	0.0%
West Surrey SHMA: Guildford Addendum Report 2017 (2017)	15.50	15.50	0.0%
Review of Housing Needs Evidence across West Surrey HMA (2017)	9.00	9.00	0.0%
Traveller Accommodation Assessment (TAA) (2017)	16.50	16.50	0.0%
Land Availability Assessment (LAA) (2017)	74.00	74.00	0.0%
Land Availability Assessment (LAA) (2016)	74.00	74.00	0.0%
Employment			
Employment Land Needs Assessment (ELNA) (2017)	16.50	16.50	0.0%
West Surrey Functional Economic Market Area (FEMA) (2016)	3.00	3.00	0.0%
Retail and Leisure Update Study (2014)	31.00	31.00	0.0%
Guildford Retail and Leisure Study Addendum (2017)	9.00	9.00	0.0%
Protecting and Design			
Historic Environment Information (2016)	45.00	45.00	0.0%
Environmental Sustainability and Climate Change Study (2013)	12.00	12.00	0.0%
Assessment of the Viability of Carbon Emission Targets for New Builds (2017)	26.00	26.00	0.0%
Guildford Renewable Energy Mapping Study (2015)	15.00	15.00	0.0%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Green Belt and Countryside Study , Volumes I – VI	345.00	345.00	0.0%
Green Belt and Countryside Study - volume I	29.00	29.00	0.0%
Green Belt and Countryside Study - volume II	67.00	67.00	0.0%
Green Belt and Countryside Study - volume II appendix III	127.50	127.50	0.0%
Green Belt and Countryside Study - volume III	57.50	57.50	0.0%
Green Belt and Countryside Study - volume III appendix VI	50.50	50.50	0.0%
Green Belt and Countryside Study - volume IV	45.50	45.50	0.0%
Green Belt and Countryside Study - volume V	129.00	129.00	0.0%
Green Belt and Countryside Study - volume VI	5.00	5.00	0.0%
Landscape Character Assessment (4 volumes) (2007):			
- Volume 1 - Rural Assessment	26.00	26.00	0.0%
- Volume 2 - Rural-Urban Fringe Assessment	21.00	21.00	0.0%
- Volume 3 - Townscape Assessment	21.00	21.00	0.0%
- Volume 4 - Countryside Character Areas	5.00	5.00	0.0%
Surrey Hills AONB Areas of Search Natural Beauty Evaluation Report (2013)	10.50	10.50	0.0%
Thames Basin Heaths Special Protection Area Avoidance Strategy Supplementary Planning Document (2017)	10.50	10.50	0.0%
Sites of Nature Conservation Importance (SNCI) Surveys 2004-2007	9.00	9.00	0.0%
SNCI Survey Report – Former Wisley airfield (2016)	10.50	10.50	0.0%
SNCI Survey Report – Little Flexford (2016)	9.00	9.00	0.0%
Strategic Flood Risk Assessment (SFRA)			
- Level 1 SFRA: Summary Report (2016)	5.50	5.50	0.0%
- Level 1 SFRA: Volume 1 - Final Decision Support	12.50	12.50	0.0%
- Level 1 SFRA: Volume 2 - Technical Report (2016)	11.00	11.00	0.0%
- Level 1 SFRA: Flood risk Sequential and Exception Test (2017)	9.50	9.50	0.0%
- Level 2 SFRA (2016)	24.00	24.00	0.0%
- Level 2 SFRA: 2017 Addendum (2017)	9.00	9.00	0.0%
Surface Water Management Plan (Six documents)	21.00	21.00	0.0%
Infrastructure and Delivery			
Guildford borough Infrastructure baseline (Guildford Borough Council, July 2013)	25.00	25.00	0.0%
Guildford borough Infrastructure Delivery Plan (IDP) (Guildford Borough Council, December 2017)	15.50	15.50	0.0%
Local Plan and CIL Viability Study (2016)	15.50	15.50	0.0%
Local Plan Viability Update (2017)	9.00	9.00	0.0%
Guildford Education Review (2016)	5.50	5.50	0.0%
Open Space, Sports and Recreation Assessment (2017)	52.00	52.00	0.0%
Guildford Assessment of Sites for Amenity Value (2017)	19.00	19.00	0.0%
Settlement Hierarchy Study (2014)	23.00	23.00	0.0%
Settlement Profiles (2013)	20.00	20.00	0.0%
Water Quality Assessment (2017)	9.00	9.00	0.0%

*= includes VAT at 20%

	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Transport			
Guildford Borough Transport Strategy 2017 (December 2017)	10.50	10.50	0.0%
Strategic Highway Assessment for the Guildford borough Proposed Submission: strategy and sites (various years)	18.50	18.50	0.0%
Study of performance of A3 trunk road interchanges in Guildford urban area to 2024 under development sc	15.50	15.50	0.0%
Study of performance of A3 trunk road interchanges in Guildford urban area to 2024 under development sc	15.50	15.50	0.0%
Guildford Town and Approaches Movement Study (2015)	62.00	62.00	0.0%
Guildford Town Centre Parking Strategic Review (2013)	15.50	15.50	0.0%
A Sustainable Parking Strategy for Guildford 2016 (Guildford Borough Council, 2016)	10.50	10.50	0.0%
Parking Business Plan 2017 (Guildford Borough Council, 2017)	10.50	10.50	0.0%
Draft Guildford Town Centre Vision (Allies and Morrison Urban Practitioners, June 2014)	15.50	15.50	0.0%
Guildford Town Centre and Hinterland Masterplan Report: Final draft report for consultation (various years)	26.00	26.00	0.0%
Guildford Town Centre Regeneration Strategy 2017 (Guildford Borough Council, January 2017)	15.50	15.50	0.0%
Guildford Local Cycling Plan (Surrey County Council, undated circa 2015) [Accessed 6/12/2017]	15.50	15.50	0.0%
Other Supporting Documents			
Habitat Regulations Assessment (HRA) Screening (2013)	10.00	10.00	0.0%
Sustainability Appraisal (SA) Scoping Report (2013)	10.50	10.50	0.0%
SA site assessment criteria	5.00	5.00	0.0%
Guildford borough Local Plan Strategy and Sites Issues and Options (2013)	31.00	31.00	0.0%
Community Engagement Statement (Issues and Options) (2014)	10.50	10.50	0.0%
Initial Sustainability Appraisal (SA) (2013)	25.50	25.50	0.0%
Statement of Community Engagement (draft Local Plan) (2014)	5.00	5.00	0.0%
Interim Sustainability Appraisal (SA) Report (2014)	15.50	15.50	0.0%
Sustainability Appraisal (SA) of the Guildford borough Local Plan (2016)	25.50	25.50	0.0%
Sustainability Appraisal (SA) non-technical summary (2016)	3.00	3.00	0.0%
Guildford Local Plan HRA update May 2018	15.50	15.50	0.0%
Neighbourhood Plans			
Burpham Neighbourhood Plan	15.50	15.50	0.0%
Effingham Neighbourhood Plan	15.50	15.50	0.0%
East Horsley Neighbourhood Plan	15.50	15.50	0.0%
Topic Papers			
Topic paper: Duty to Cooperate (2017)	69.00	69.00	0.0%
Topic paper: Transport (2017)	22.00	22.00	0.0%
Topic paper: Green Belt and Countryside (2017)	14.50	14.50	0.0%
Topic paper: Housing Delivery (2017)	12.00	12.00	0.0%
Topic paper: Employment (2017)	12.50	12.50	0.0%
Topic paper: Retail and Town Centre (2017)	4.50	4.50	0.0%
Topic paper: Leisure and Tourism (2017)	17.00	17.00	0.0%

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	2019-20	2020-21	Increase
	From 1 April 2019	From 1 April 2020	
	£	£	%
Topic paper: Housing Type Tenure and Mix (2017)	2.00	2.00	0.0%
Topic paper: Flood Risk (2017)	14.50	14.50	0.0%
Topic paper: Environmental Sustainability and Climate Change (2017)	4.00	4.00	0.0%
Topic paper: Green and Blue Infrastructure (2017)	3.50	3.50	0.0%
Supplementary Planning Guidance			
Residential Extensions and Alterations SPD	20.00	20.00	
Thames Basin Heath Special Protection Area Avoidance Strategy (2017) SPD	not applicable	10.00	
Guildford Town Centre Views SPD (2019)	not applicable	23.00	
Development Briefs and Other Strategies			
Thames Basin Heath Special Protection Area Avoidance Strategy (2017)	10.00	10.00	0.0%
Postage and packing			
Small documents	1.60 *	1.60 *	0.0%
Large documents	4.00 *	4.00 *	0.0%
Draft Local Plan- first class	16.75 *	16.75 *	0.0%
Draft Local Plan- second class	14.75 *	14.75 *	0.0%
The above Local Plan documents are available to download for free on our website			
Land Charges Search Fees -(VAT introduced on 31st March 2017)			
Basic Fee- domestic	172.00 *	187.00 *	8.7%
LLC1 Only- domestic	40.00	40.00	0.0%
Con 29R Only- domestic	132.00 *	147.00 *	11.4%
Basic Fee- commercial	234.00 *	254.00 *	8.5%
LLC1 Only- commercial	60.00	60.00	0.0%
Con 29R Only- commercial	174.00 *	194.00 *	11.5%
Con29 Additional Questions- Surrey County Council	19.20 *	20.00 *	4.2%
Con29 Additional Questions- Guildford Borough Council	12.00 *	12.00 *	0.0%
Assisted Personal Search	32.00	32.00	0.0%
Assisted Con29R Search (Per Question)	7.20 *	7.20 *	0.0%
Additional Parcels of Land	11.00 *	16.80 *	52.7%
Additional Questions	48.00 *	48.00 *	0.0%

*= includes VAT at 20%