

**GUILDFORD BOROUGH COUNCIL  
GENERAL FUND BUDGET 2021-22**

**FEEES AND CHARGES**



	2020-21 from 1 April 2020 £	2021-22 from 1 April 2021 £	Increase %
<b>To be approved by Council</b>			
<b>Gypsy Caravan Sites - Pitch Rental</b>			
Ash Bridge & Cobbetts Close Sites (per week)	82.50	82.50	0.00%
Home Farm	85.50	85.50	0.00%
<b>Stray Dogs</b>			
A £25.00 statutory fee is included within the charge.			
1st day or part of day	120.00	120.00	0.00%
2nd day or part of day	140.00	140.00	0.00%
3rd day or part of day	161.00	161.00	0.00%
4th day or part of day	189.00	189.00	0.00%
5th day or part of day	218.00	218.00	0.00%
6th day or part of day	247.00	247.00	0.00%
7th day or part of day	285.00	285.00	0.00%
<b>Microchipping of Dogs (England) Regulations 2015</b>			
Microchipping of dog - seizure of dog, microchipping by vet and return to owner			
Fee no longer applicable			
<b>Registration – Acupuncture, tattooing, etc.</b>			
Premises and/or One Practitioner	245.00	245.00	0.00%
Per Additional Practitioner	93.00	93.00	0.00%
Food Hygiene Revisits	305.00	305.00	0.00%
<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)	70.00 *	70.00 *	0.00%
Wasps (extra nest at same visit)	38.00 *	38.00 *	0.00%
Other Treatments	85.00 *	85.00 *	0.00%
Other Treatments (houses of multiple occupation)	120.00 *	120.00 *	0.00%
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)	38.00 *	38.00 *	0.00%
Wasps (extra nest at same visit)	38.00 *	38.00 *	0.00%
Other Treatments	55.00 *	55.00 *	0.00%
Rodents	Free of Charge	Free of Charge	

\* = includes VAT at 20%

	2020-21 from 1 April 2020 £	2021-22 from 1 April 2021 £	Increase %
<b>Services of Environmental Health Officer</b> - per hour or part thereof	63.00 *	63.00 *	0.0%
<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	1,522.00	1,522.00	0.0%
Fee of Grant	155.00	155.00	0.0%
<b>Contaminated Land &amp; Air Quality</b> Responding to enquiries about contaminated land – report with plan - First hour with administration Each additional hour <i>Note: for more extensive enquiries the fee is based on the hourly rate of the EHO added to the basic fee</i>	86.00 82.00	86.00 82.00	0.0% 0.0%
<b>Private water supply</b> Private water supply with a distribution network - investigation when a sample fails Large private water supply - risk assessment Large Private water supply - investigation when a sample fails Large Private water supply - analysing a sample taken during check monitoring group A parameters Large Private water supply - analysing a sample taken during check monitoring group B parameters Other private water supply not covered by regulation 8 and 9 supplies - risk assessment Other private water supply not covered by regulation 8 and 9 supplies - investigation when a sample fails Analysing a sample – Taken under regulation 10 Analysing a sample –Taken during check monitoring Analysing a sample –Taken during audit monitoring	Hourly rate £82.00 maximum £100 Hourly rate £82.00 maximum £500 Hourly rate £82.00 maximum £100 Hourly rate £82.00 maximum £100 Hourly rate £82.00 maximum £100 Hourly rate £82.00 maximum £500 Hourly rate £82.00 maximum £500 Hourly rate £82.00 maximum £100 Cost as charged by labs not exceeding £25 Cost as charged by labs not exceeding £100 Cost as charged by labs not exceeding £500	Hourly rate £82.00 maximum £100 Hourly rate £82.00 maximum £500 Hourly rate £82.00 maximum £100 Hourly rate £82.00 maximum £100 Hourly rate £82.00 maximum £100 Hourly rate £82.00 maximum £500 Hourly rate £82.00 maximum £500 Hourly rate £82.00 maximum £100 Cost as charged by labs not exceeding £25 Cost as charged by labs not exceeding £100 Cost as charged by labs not exceeding £500	0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%
<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	63.00	63.00	0.0%

\* = includes VAT at 20%

	2020-21 from 1 April 2020 £	2021-22 from 1 April 2021 £	Increase %
<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	672.00	672.00	0.0%
Fee for Grant	271.00	271.00	0.0%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Home Boarding</b>			
Application Fee	672.00	672.00	0.0%
Fee for Grant	271.00	271.00	0.0%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Dog Day Care</b>			
Application Fee	672.00	672.00	0.0%
Fee for Grant	271.00	271.00	0.0%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Dog Breeding</b>			
Application Fee	777.00	777.00	0.0%
Fee for Grant	213.00	213.00	0.0%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Keeping Animals for Exhibition</b>			
Application Fee	283.00	283.00	0.0%
Fee for Grant	142.00	142.00	0.0%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Selling Animals as Pets</b>			
Application Fee	446.00	446.00	0.0%
Fee for Grant	223.00	223.00	0.0%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			
<b>Hiring out Horses</b>			
Application Fee	545.00	545.00	0.0%
Fee for Grant	273.00	273.00	0.0%
<i>Any vet fees will be payable upon application and as required for licence duration</i>			

\* = includes VAT at 20%

	2020-21 from 1 April 2020 £	2021-22 from 1 April 2021 £	Increase %
<b>Dangerous Wild Animals</b>			
-New	408.00	408.00	0.0%
-Renewal	213.00	213.00	0.0%
<b>Zoo Licence</b>			
-New	2,375.00	2,375.00	0.0%
-Renewal	2,375.00	2,375.00	0.0%
<b>Each Additional Licence Activity</b>			
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			
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%
<b>Street Trading</b>			
Street Trading Total Fee	359.00	359.00	0.0%
Street Trading Community Event	40.00	40.00	0.0%
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	4.40	4.40	0.0%
Non member	6.20	6.20	0.0%
Main course only - member	3.10	3.10	0.0%
Main course only - non member	4.30	4.30	0.0%
Dessert only - member	1.40	1.40	0.0%
Dessert only - non member	2.00	2.00	0.0%
Theme Meal - member	6.00	6.00	0.0%
Theme Meal - non member	7.50	7.50	0.0%

\* = includes VAT at 20%

	2020-21 from 1 April 2020 £	2021-22 from 1 April 2021 £	Increase %
<b>Membership Fees:</b>			
Day Centre only	13.00	13.00	0.0%
Day Centre and Dial a Ride (50% is for Community Transport)	20.00	20.00	0.0%
Membership Top Up Transport	6.80	6.80	0.0%
Membership Top Up Transport	6.80	6.80	0.0%
Day Centre Activities**	3.40	3.40	0.0%
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>			
<b>Meals on Wheels Service</b>			
Price per meal	4.40	4.40	0.0%
<b>Hire of Halls</b>			
Voluntary and Not for Profit Providers per Hour	25.00	25.00	0.0%
Educational Activities	26.00	26.00	0.0%
Private hire	35.00	35.00	0.0%
Half Day	110.00	110.00	0.0%
Full Day	220.00	220.00	0.0%
<b>Community Transport Service</b>			
Single Membership Fees:			
Dial a Ride only	13.00	13.00	0.0%
Community Transport to Day Centre	13.00	13.00	0.0%
Day Centre and Dial a Ride (half this fee relates to Day Centres)	20.00	20.00	0.0%
Group Membership Fees:			
Vehicle Hire per 1/2 hr	60.00	60.00	0.0%
Charge per mile	10.00	10.00	0.0%
Passenger charge (min 5 people)	1.00	1.00	0.0%
	6.00	6.00	0.0%

\* = includes VAT at 20%

	2020-21 from 1 April 2020	2021-22 from 1 April 2021	Increase %
Single Journey			
1 mile	2.90	2.90	0.0%
2 miles	3.40	3.40	0.0%
3 miles	3.90	3.90	0.0%
4 miles	4.40	4.40	0.0%
5 miles	4.90	4.90	0.0%
6 miles	5.50	5.50	0.0%
7 miles	6.00	6.00	0.0%
8 miles	6.50	6.50	0.0%
9 miles	7.00	7.00	0.0%
10 miles	7.50	7.50	0.0%
11 miles	8.00	8.00	0.0%
12 miles	8.50	8.50	0.0%
13 miles	9.50	9.50	0.0%
14 miles	10.00	10.00	0.0%
15 miles. Journeys above 15 miles are not undertaken.	10.50	10.50	0.0%
<b>Handyperson Service - Available for the over 60's, disabled and vulnerable</b>			
General Services (per hour incl VAT)	25.00 *	25.00 *	0.0%
General Services for those on benefits (per hour incl VAT)	15.00 *	15.00 *	0.0%
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	885.00	885.00	0.0%
(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	No longer applicable	No longer applicable	
<b>Careline</b>			
<b>Weekly Charges</b>			
Sheltered accommodation clients	0.60	0.60	0.0%
Elderly Persons dwellings clients	3.25	3.25	0.0%
Private Sector Clients (dispersed alarms)	4.60	4.60	0.0%
Responder Services (out of hours)	1.40	1.40	0.0%

\* = Includes VAT at 20%



	2020-21 from 1 April 2020 £	2021-22 from 1 April 2021 £	Increase %
<b>Caravan Licence</b>			
<b>New Licence Application</b>			
Number of Pitches 1 - 5	375.00	375.00	0.0%
Number of Pitches 6 - 15	391.00	391.00	0.0%
Number of Pitches 16 - 45	516.00	516.00	0.0%
Number of Pitches 46 and greater	563.00	563.00	0.0%
<b>Transfer of Existing Licence</b>			
Number of Pitches 1 - 5	136.00	136.00	0.0%
Number of Pitches 6 - 15	136.00	136.00	0.0%
Number of Pitches 16 - 45	136.00	136.00	0.0%
Number of Pitches 46 and greater	136.00	136.00	0.0%
<b>Application to vary a Site Licence</b>			
Number of Pitches 1 - 5	236.00	236.00	0.0%
Number of Pitches 6 - 15	252.00	252.00	0.0%
Number of Pitches 16 - 45	283.00	283.00	0.0%
Number of Pitches 46 and greater	330.00	330.00	0.0%
<b>Annual Licence Fee</b>			
Number of Pitches 1 - 5	446.00	446.00	0.0%
Number of Pitches 6 - 15	514.00	514.00	0.0%
Number of Pitches 16 - 45	634.00	634.00	0.0%
Number of Pitches 46 and greater	682.00	682.00	0.0%
<b>Deposit of Site Rules</b>			
Number of Pitches 1 - 5	35.00	35.00	0.0%
Number of Pitches 6 - 15	35.00	35.00	0.0%
Number of Pitches 16 - 45	35.00	35.00	0.0%
Number of Pitches 46 and greater	35.00	35.00	0.0%
<b>Scrap Metal</b>			
Site Licence	204.00	204.00	0.0%
Mobile Collector	187.00	187.00	0.0%

\* = includes VAT at 20%

	2020-21	2021-22	Increase
	from 1 April 2020	from 1 April 2021	%
	£	£	

**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)	#	#	
Private Hire Vehicle (new/renew)	#	#	
Hackney Licence Vehicle Change	#	#	
Vehicle Licence Plates	#	#	
Private Hire Vehicle Change	#	#	
Test Fee	#	#	
Hackney carriage temporary vehicle licence (3 months)	#	#	
Private hire temporary vehicle licence (3 months)	#	#	
Private hire vehicle signs (two signs)	#	#	

**Hackney Carriage and Private Hire Drivers**

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

**Private Hire Operators Licence**

#	#	#	
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# subject of a report to Licensing Committee date tbc, and a further period of statutory consultation.

\* = includes VAT at 20%

	2020-21 from 1 April 2020 £	2021-22 from 1 April 2021 £	Increase %
<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**

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



	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	
<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	2,166.08 *	2,166.08 *	0.0%
York Road car park - Monday to Saturday only - Per year	2,599.27 *	2,599.27 *	0.0%
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	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%
<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	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%
<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%

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>Visitor Permit</b> Per permit	2.00	2.00	0.0%
<b>Business Permit</b> First permit - per year Second permit - per year Vehicles under 1200cc or powered by an alternative fuel source are entitled to a 20% discount	40.00 80.00	40.00 80.00	0.0% 0.0%
<b>Carers Permit</b> Per permit - Per year	5.00	5.00	0.0%
<b>Penalty Fee Notice</b> Pay and display space Permit space	25.00 35.00	25.00 35.00	0.0% 0.0%
<b>Markets</b> North Street - Market Stall per day per metre, stall frontage	15.00	15.00	0.0%
<b>Refuse Collection Service</b> Special Collection of Household Refuse For a single item For 2 to 5 items	Price on application Price on application Price on application	Price on application 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) Commercial Waste per hour or part thereof (Minimum 2 hours)	Price on application Price on application	Price on application Price on application	
Duty of care certificate	28.20 *	28.20 *	0.0%
<b>Dog Fouling</b> Fixed Penalty Charge 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	not applicable	not applicable	

\*= includes VAT at 20%



	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	
<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	290.00	290.00	0.0%
Initial supply and delivery of 1100ltr bins to new properties	295.00	295.00	0.0%
<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	41.00	41.00	0.0%
Replacement Bin	30.00	30.00	0.0%
1 Set of 4 - 60 litre sacks	41.00	41.00	0.0%
<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>Food Waste</b>			
Trade collection (per 120 litre container)	Price on application	Price on application	
School collection (per 120 litre container)	Price on application	Price on application	
<b>Abandoned Vehicles</b>			
Recovery and Release of vehicle	108.00	108.00	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			

\*= includes VAT at 20%

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	%
<b>Taxi</b>			
Vehicle Inspection Fee	58.00	58.00	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%

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<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	6.90	6.90	0.0%
Junior (under 18) & concession price, per court, per hour	5.90	5.90	0.0%
Coaching	6.90	6.90	0.0%
Burpham Tennis Club	5.90	5.90	0.0%
<b>Mini Golf - Stoke Park</b>			
Adults	4.60	4.60	0.0%
Children	3.10	3.10	0.0%
Family Ticket (2 adults and 3 under 16's)	12.80	12.80	0.0%
<b>Cricket: All sites</b>			
Evening 17:00 hrs onwards - Adults (up to 4 hours)	100.00	100.00	0.0%
Full Day - Adults (22 yrs)	135.00	135.00	0.0%
Standard Pitch - Under 18's	43.50	43.50	0.0%
Small Pitch - Junior teams under 15's	33.00	33.00	0.0%
<b>Football - All sites</b>			
Grass football pitch 3 hours - U18's 11-a-side football	49.00	49.00	0.0%
Grass football pitch 3 hours - Adult 11-a-side football	89.00	89.00	0.0%
Grass football pitch 90 minutes - 9v9 football	33.50	33.50	0.0%
Grass football pitch 90 minutes - 7v7 football	32.50	32.50	0.0%
Grass football pitch 90 minutes - 5v5 football	30.50	30.50	0.0%
Grass football training (no pitch use) 2 hours - Football training area	30.50	30.50	0.0%
<b>Rugby:</b>			
Rugby pitch 2 hours - U18's rugby	49.00	49.00	0.0%
Rugby pitch 2 hours - Adult rugby	89.00	89.00	0.0%
Rugby training (no pitch use) 2 hours - Rugby training area	30.50	30.50	0.0%
Touch rugby 2 hours - U18's touch rugby	49.00	49.00	0.0%
<b>Netball - Stoke Park (Adult)</b>			
Netball - Stoke Park (School usage and U18)	35.50	35.50	0.0%
<b>Softball/Rounders - (Adult)</b>			
Softball/Rounders - (School and U18)	43.50	43.50	0.0%
	24.50	24.50	0.0%

\*= includes VAT at 20%

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>Grass Athletics Track - Stoke Park (Adult groups/Organisations) 2 hours</b>	88.00	88.00	0.0%
<b>Grass Athletics Track - Stoke Park (Schools and U18 groups) 2 hours</b>	49.00	49.00	0.0%
<b>Lacrosse:</b>			
Stoke Park - Adults	88.00	88.00	0.0%
Stoke Park - School usage and youth (Under 18's)	49.00	49.00	0.0%
<b>Table Tennis - All Per 30 minutes</b>	1.00	1.00	0.0%
<b>Frisbee pitch 2 hours (All)</b>	34.00	34.00	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>			
<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>			
<b>Shalford Park:</b>			
Camping and Caravanning (Club Use) - per unit per night	9.70 *	9.70 *	0.0%
<b>Chuntries Camp Site:</b> per person per day/night	5.00 *	5.00 *	0.0%
Minimum charge for groups of 3 persons or under	15.00 *	15.00 *	0.0%

\*= Includes VAT at 20%

	2020-21 From 1 April 2020	2021-22 From 1 April 2021	Increase %
<b>Sutherland Memorial Park</b>			
<b>Astro Pitch 5-a-side</b>			
All - per court per hour before 4pm (Weekdays and weekend)	11.00	11.00	0.0%
5-a-side Football per court per hour including floodlights - Adults	50.00	50.00	0.0%
5-a-side Football per court per hour including floodlights - Youth (Under 18s)	25.50	25.50	0.0%
<b>Balloon Flights</b>			
Seasonal annual agreement paid in advance for take off rights per site	645.00	645.00	0.0%
<b>Greenark</b>			
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			
<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 18 years (incl medical referee fees)	free of charge	free of charge	0.0%
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	135.00	135.00	0.0%
Service of double or additional length; per 45 minutes additional fee of:	218.00	218.00	0.0%
Service which exceeds the allocated timeslot of 30 minutes	285.00	285.00	0.0%
Cremation of a child on a Saturday (9am - 12 noon)			
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	free of charge	free of charge	0.0%
	115.00	115.00	

**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.

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	
<b>Wesley Music</b>			
Audio recording of funeral service - 1st copy	50.00 *	50.00 *	0.0%
Audio recording of funeral service - additional copies	20.00 *	20.00 *	0.0%
DVD recording of funeral service - 1st copy	60.00 *	60.00 *	0.0%
DVD recording of funeral service - additional copies	25.00 *	25.00 *	0.0%
<b>Wesley Tributes</b>			
Wesley Visual Tribute (up to 30 images)	83.00 *	83.00 *	0.0%
Wesley Visual Tribute, per image after 30 images	1.80 *	1.80 *	0.0%
DVD copy of funeral service incorporating visual tribute	72.00 *	72.00 *	0.0%
DVD copy of funeral service incorporating visual tribute additional copy	25.00 *	25.00 *	0.0%
<b>Urns and Containers</b>			
Ashes Container	24.00	24.00	0.0%
Wooden Casket	75.00	75.00	0.0%
Decorative Urns	122.00	122.00	0.0%
Decorative keepsake urns	38.00	38.00	0.0%
Scatter tubes	45.00	45.00	0.0%
Child Scatter tubes	16.00	16.00	0.0%
<b>Deposit of Ashes</b>			
For the scattering of ashes in the Garden of Remembrance when cremation has taken place elsewhere	110.00	110.00	0.0%
Split of ashes to include 2x cremation certificate and 2x ashes containers for separate scattering elsewhere.	50.00	50.00	0.0%
<b>Memorials and Inscriptions</b>			
<b>Entries in the Book of Remembrance</b>			
2 line entry	105.00 *	105.00 *	0.0%
5 line entry	140.00 *	140.00 *	0.0%
5 line entry with motif	220.00 *	220.00 *	0.0%
8 line entry	170.00 *	170.00 *	0.0%
8 line entry with motif	250.00 *	250.00 *	0.0%
Motif	80.00 *	80.00 *	0.0%
Additional Lines	18.00 *	18.00 *	0.0%
<b>Replicas of entries in Book of Remembrance Memorial Cards</b>			
2 line entry	40.00 *	40.00 *	0.0%
5 line entry	63.00 *	63.00 *	0.0%
5 line entry with motif	143.00 *	143.00 *	0.0%
8 line entry	80.00 *	80.00 *	0.0%
8 line entry with motif	160.00 *	160.00 *	0.0%
Motif	80.00 *	80.00 *	0.0%
Additional Lines	18.00 *	18.00 *	0.0%

\*= Includes VAT at 20%

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>Miniature Books of Remembrance</b>			
2 line entry	92.00 *	92.00 *	0.0%
5 line entry	130.00 *	130.00 *	0.0%
5 line entry with motif	210.00 *	210.00 *	0.0%
8 line entry	145.00 *	145.00 *	0.0%
8 line entry with motif	225.00 *	225.00 *	0.0%
Motif	80.00 *	80.00 *	0.0%
Additional Lines	18.00 *	18.00 *	0.0%
<b>Adoption of Rose Trees (including nameplate)</b>			
Standard Roses (5 years) with aluminium plaque	580.00	580.00	0.0%
Renewals after initial period:			
(a) 5 years	325.00	325.00	0.0%
(b) 1 year	106.00	106.00	0.0%
<b>Trees 5 years with aluminium plaque</b>	795.00	795.00	0.0%
<b>Trees 10 years with aluminium plaque</b>	1,400.00	1,400.00	0.0%
Renewals after initial period:			
(a) 5 years	565.00	565.00	0.0%
(b) 1 year	160.00	160.00	0.0%
<b>Plaques</b>			
Aluminium Plaque with existing memorial	120.00 *	120.00 *	0.0%
Granite Plaque (6 x 4) with existing memorial	280.00 *	280.00 *	0.0%
Granite Plaque (7 x 5) with existing memorial	335.00 *	335.00 *	0.0%
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%

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	
<b>Seats</b>			
Seats wooden 5 feet length (for a period of 10 years)	Price on application *	Price on application *	
Seats Granite Columbaria (for a period of 10 years)	Price on application *	Price on application *	
Replacement or additional seat plaque 6" x 2"	101.00 *	101.00 *	0.0%
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	17.00 *	17.00 *	0.0%
<b>Memorial Vault - Sanctum including wooden casket</b>			
(a) 10 year adoption	1,450.00	1,450.00	0.0%
(b) 20 year adoption	2,075.00	2,075.00	0.0%
(c) 30 year adoption	2,800.00	2,800.00	0.0%
(d) 40 year adoption	3,450.00	3,450.00	0.0%
(e) 50 year adoption	4,200.00	4,200.00	0.0%
Per Letter after first 80 letters	3.40	3.40	0.0%
Standard motif	230.00	230.00	0.0%
Non standard motif	Price on application	Price on application	
Photo plaque	140.00	140.00	0.0%
Replacement Vault Tablet - Sanctum 2	385.00	385.00	0.0%
Sanctum Replacement Vault Tablet (up to 80 letters) Sanctum 2000	385.00	385.00	0.0%
Memorial Vault - Renewal 5 years	360.00	360.00	0.0%
Memorial Vault - Renewal 10 years	715.00	715.00	0.0%
Memorial Vault - Renewal 20 years	1,425.00	1,425.00	0.0%
<b>Vase Blocks - 10 years</b>			
Standard motif on a vase block	650.00	650.00	0.0%
Non standard motif on a vase block	230.00	230.00	0.0%
Photo plaque on a vase block	Price on application	Price on application	
Renewal of Vase Block for 5 years	100.00	100.00	0.0%
Replacement of Vase in memorial vaults	300.00	300.00	0.0%
Replacement of Vase in vase blocks	17.00	17.00	0.0%
Replacement vase for vaseblock vault	17.00	17.00	0.0%

\*= includes VAT at 20%



	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>Sundials</b>			
Sundial Tablets Older style- Lower Tablet (when available)	660.00	660.00	0.0%
Sundial Tablets Older style- Middle Tablet (when available)	620.00	620.00	0.0%
Sundial Tablets Older style- Top Tablet (when available)	570.00	570.00	0.0%
Renewal of a Sundial Tablets Older style- Lower Tablet - 5 years	307.00	307.00	0.0%
Renewal of a Sundial Tablets Older style- Middle Tablet - 5 years	307.00	307.00	0.0%
Renewal of a Sundial Tablets Older style- Top Tablet - 5 years	307.00	307.00	0.0%
Replacement sundial tablet	257.00	257.00	0.0%
New Sundial Tablet first row for a period of 10 years	570.00	570.00	0.0%
New Sundial Tablet second row for a period of 10 years	570.00	570.00	0.0%
New Sundial Tablet third row for a period of 10 years	620.00	620.00	0.0%
New Sundial Tablet forth row for a period of 10 years	630.00	630.00	0.0%
New Sundial Tablet fifth row for a period of 10 years	670.00	670.00	0.0%
Standard motif on a sundial tablet	225.00	225.00	0.0%
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	240.00	240.00	0.0%
Memorial mushroom plaque for 5 years	275.00	275.00	0.0%
Private gardens	870.00	870.00	0.0%
Use of Chapel for Memorial Service (no cremation)	510.00	510.00	0.0%
Reproduction of cremation certificate	25.00	25.00	0.0%
Assistance with bearing of a coffin into the chapel	45.00	45.00	0.0%
Assistance with bearing of a coffin into the chapel with no notice	60.00	60.00	0.0%
<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	free of charge	free of charge	
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 18 years			
To a single depth (5ft)	900.00	900.00	0.0%
To a double depth (7ft)	995.00	995.00	0.0%
Interment of cremated remains in a grave	385.00	385.00	0.0%
Interment of cremated remains in cremated remains plots at Stoke Cemetery	385.00	385.00	0.0%

\*= includes VAT at 20%

	<b>2020-21</b>	<b>2021-22</b>	<b>Increase</b>
	From 1 April 2020	From 1 April 2021	%
	£	£	
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) To a double depth (7ft)	free of charge free of charge free of charge	free of charge 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	free of charge	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:	485.00	485.00	0.0%
For every hour after 5pm	105.00	105.00	0.0%
Exclusive Rights of Burial in Earthen Graves:			
Traditional and Lawn Section	2,020.00	2,020.00	0.0%
In an earthen grave 7ft 6 ins x 3ft 6 ins	925.00	925.00	0.0%
In an earthen grave 6ft x 3ft - Children's section	340.00	340.00	0.0%
Extension of Exclusive Right of Burial for additional five years	600.00	600.00	0.0%
Garden of Remembrance (Cremated remains)			
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	240.00	240.00	0.0%
Additional inscription on an existing memorial	116.00	116.00	0.0%
Permit to erect a vase with inscription	116.00	116.00	0.0%
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%
<b>Memorial Vault - Sanctum</b>			
(a) 10 year adoption	1,450.00	1,450.00	0.0%
(b) 20 year adoption	2,075.00	2,075.00	0.0%
(c) 30 year adoption	2,800.00	2,800.00	0.0%
(d) 40 year adoption	3,450.00	3,450.00	0.0%
(e) 50 year adoption	4,200.00	4,200.00	0.0%
Per Letter after first 80 letters	3.40	3.40	0.0%
Standard motif	230.00	230.00	0.0%

\*= includes VAT at 20%

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	
Non standard motif			
Photo plaque	Price on application	Price on application	
	140.00	140.00	0.0%
Sanctum Replacement Vault Tablet (up to 80 letters) Sanctum 2000	385.00	385.00	0.0%
Memorial Vault - Renewal 5 years	360.00	360.00	0.0%
Memorial Vault - Renewal 10 years	715.00	715.00	0.0%
Memorial Vault - Renewal 20 years	1,425.00	1,425.00	0.0%

#### Miscellaneous Charges

Exhumation of a coffin or ashes casket: Fees to be assessed by the Registrar:  
 Certified Copy of title deed of burial  
 Transfer of grant of right of burial

	Price on application	Price on application	
	24.00	24.00	0.0%
	98.00	98.00	0.0%

#### 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	free of charge	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)	1,800.00	1,800.00	0.0%
To a double depth (7ft)	1,990.00	1,990.00	0.0%
Interment of cremated remains in a grave	770.00	770.00	0.0%
Interment of cremated remains in the Garden of Remembrance	770.00	770.00	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

	485.00	485.00	0.0%
	105.00	105.00	0.0%

#### Exclusive Rights of Burial in Earthen Graves:

##### Traditional and Lawn Section

In an earthen grave 7ft 6 ins x 3ft 6 ins

In an earthen grave 6ft x 3ft - Children's section

Extension of Exclusive Right of Burial for additional five years

Garden of Remembrance (Cremated remains)

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.

	4,040.00	4,040.00	0.0%
	1,850.00	1,850.00	0.0%
	680.00	680.00	0.0%
	1,200.00	1,200.00	0.0%

#### Miscellaneous Charges

Exhumation of a coffin or ashes casket: Fees to be assessed by the Registrar:

Certified Copy of title deed of burial

Transfer of grant of right of burial

	Price on application	Price on application	
	24.00	24.00	0.0%
	98.00	98.00	0.0%

\*= includes VAT at 20%



**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
- Adult swim (16 years of age and over) - Off Peak
- Junior, concessions

**Showers**

- Shower (senior citizen)

**Special Activities**

- Badminton Court per hour - super saver
- Group Games per hour - super saver
- Squash/Racquetball, per half hour - super saver
- Squash/Racquetball, per hour - super saver
- Table Tennis

**Off Peak Charges - Concessions**

- Competition Pool
- Leisure Pool
- Ice Rink
- Ten Pin (single game) - now includes shoe hire
- Health Suite: relaxation area
- Fitness Area
- Athletics

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	

Adult swim (16 years of age and over) - Peak	4.90 *	4.90 *	0.0%
Adult swim (16 years of age and over) - Off Peak	4.60 *	4.60 *	0.0%
Junior, concessions	3.50 *	3.50 *	0.0%
Shower (senior citizen)	2.30 *	2.30 *	0.0%
Badminton Court per hour - super saver	7.70 *	7.70 *	0.0%
Group Games per hour - super saver	37.50 *	37.50 *	0.0%
Squash/Racquetball, per half hour - super saver	5.60 *	5.60 *	0.0%
Squash/Racquetball, per hour - super saver	8.60 *	8.60 *	0.0%
Table Tennis	5.70 *	5.70 *	0.0%
Competition Pool	3.50 *	3.50 *	0.0%
Leisure Pool	4.90 *	4.90 *	0.0%
Ice Rink	4.70 *	4.70 *	0.0%
Ten Pin (single game) - now includes shoe hire	5.60 *	5.60 *	0.0%
Health Suite: relaxation area	4.60 *	4.60 *	0.0%
Fitness Area	5.10 *	5.10 *	0.0%
Athletics	3.90 *	3.90 *	0.0%

\*= includes VAT at 20%

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>Guildford Lido - To be approved by Council</b>			
<b>Standard</b>			
Adult	6.90 *	6.90 *	0.0%
Junior	5.20 *	5.20 *	0.0%
Concessions	5.20 *	5.20 *	0.0%
Family	22.00 *	22.00 *	0.0%
<b>Off Peak</b>			
Adult	5.70 *	5.70 *	0.0%
Junior	4.10 *	4.10 *	0.0%
Concessions	4.10 *	4.10 *	0.0%
Family	17.50 *	17.50 *	0.0%
<b>Season Tickets</b>			
Adult	150.00 *	150.00 *	0.0%
Junior	115.00 *	115.00 *	0.0%
Student	115.00 *	115.00 *	0.0%
Senior citizen	95.00 *	95.00 *	0.0%
Concessionary Groups - All Times	4.10 *	4.10 *	0.0%
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	2.00 *	2.00 *	0.0%
Crazy Golf	1.00 *	1.00 *	0.0%
<b>Gym</b>			
<b>Pay as You Train - Peak</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>Pay as You Train - Off Peak</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%

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	
<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	9.80 *	9.80 *	0.0%
Badminton per hour - off-peak	7.80 *	7.80 *	0.0%
Group Games per hour - peak	44.50 *	44.50 *	0.0%
Group Games per hour - off-peak	37.50 *	37.50 *	0.0%
Fitness & Group Exercise Classes (min price)	5.50 *	5.50 *	0.0%
Badminton - Junior	3.50 *	3.50 *	0.0%
<b>Gymnasium</b>			
Group Games per hour - peak	28.50 *	28.50 *	0.0%
Group Games per hour - off-peak	21.00 *	21.00 *	0.0%
Table tennis - per hour - peak and off peak	6.50 *	6.50 *	0.0%
<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	21.00 *	21.00 *	0.0%
Without floodlights	13.00 *	13.00 *	0.0%
<b>Artificial Pitch</b>			
1 hour without lights	73.00 *	73.00 *	0.0%
1 hour with lights	95.00 *	95.00 *	0.0%
2 hours without lights	144.00 *	144.00 *	0.0%
2 hours with lights	188.00 *	188.00 *	0.0%
1/4 with lights, per hour	39.00 *	39.00 *	0.0%
1/4 without lights, per hour	30.00 *	30.00 *	0.0%
<b>Health &amp; Fitness</b>			
Annual Membership - Junior	220.00 *	220.00 *	0.0%
Annual Membership - Concessions	251.00 *	251.00 *	0.0%
Monthly Membership - Junior	20.00 *	20.00 *	0.0%
Monthly Membership - Concessions	25.00 *	25.00 *	0.0%

\*= includes VAT at 20%

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>Pay as you Train - Peak</b>			
Adult Fitness Session	6.70 *	6.70 *	0.0%
Student/Senior/Concessionary Fitness Session	6.70 *	6.70 *	0.0%
Enhanced Induction Course	30.00	30.00	0.0%
Concessionary Induction	19.00	19.00	0.0%
<b>Pay as you Train - Off Peak</b>			
Off Peak Fitness Sessions - Adult	6.00 *	6.00 *	0.0%
Off Peak Fitness Sessions - Junior & Concessions	4.50 *	4.50 *	0.0%
Enhanced Induction Course	19.00	19.00	0.0%
Induction - Juniors & Concessions			
<b>GP Referral</b>			
Off Peak	4.50 *	4.50 *	0.0%

\*= includes VAT at 20%



	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>To be approved by Council</b>			
<b>Education Sessions, 39.5 Castle Street</b>			
Cost per child <sup>1</sup>	6.80	6.80	0.0%
Victorian schoolroom	6.50	6.50	0.0%
Victorian playroom			
<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	112.00	112.00	0.0%
<b>Exhibition Space Hire, Heritage Buildings</b>			
<b>Guildford House</b>			
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.			
<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	350.00	350.00	0.0%
Brew House, Saturdays 12.00pm - 2.00pm	80.00	80.00	0.0%
<b>Venue Hire, Heritage Buildings</b>			
<b>The Brew House, Guildford House</b>			
These rates include use of VCR, OHP, slide projector, etc.			
<b>Weekdays and Saturdays</b>			
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%

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>Guildford Castle</b>			
Day Hire			
(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>			
Daily rates (Museum Classroom)			
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	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%

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	
<b>Guildhall Council Chamber</b>			
<b>Weekdays</b>			
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%
<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	3.50	3.50	0.0%
Child admission	2.00	2.00	0.0%
<b>Joint admission ticket Guildhall and Guildford Castle</b>			
Adult admission	N/A	N/A	*
Child admission	N/A	N/A	*
<b>Family ticket Guildford castle</b>			
Family ticket to cover 2 adults and 2 children	10.00	10.00	0.0%
<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	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%



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	Per Visit
M	Bedford Road	1033	price on application	price on application	price on application	price on application	Mon-Sat 6pm-10pm	price on application	price on application	price on application
S	Millbrook	244	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
S	G Live	220	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
S	Mary Road	107	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
S	Bright Hill	121	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
S	Bedford Road Surface	68	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
			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	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
M	Leapale Road	384	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
S	Commercial Rd 2	52	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
S	Old Police Station	62	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
S	Upper High Street	49	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
P	Tunggate	62	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
			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	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
			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	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application
S	Millmead House (Front)	27	Mon-Fri - For Visitors to Council only			price on application	Closed	Closed	price on application	price on application
S	Lawn Road	87	Saturday Parking and Bank Holidays 8am -6pm			price on application	Closed	Closed	price on application	price on application
S	Robin Hood	23	Mon-Fri - Contract Car Park (unavailable to public)			price on application	Closed	Closed	price on application	price on application
S	St Josephs	71				price on application	Closed	Closed	price on application	price on application
S	Portsmouth Road	98				price on application	price on application	price on application	price on application	price on application
			Mon-Fri Incl Bank Holidays 8am- 6pm				Mon-Sat 6pm-10pm	Sun 5pm-10pm	Sun 11am-5pm Per Visit	
S	Guilford Park	220	price on application	price on application	price on application	price on application	Free	Free	Free	Free
S	Shaford Park	66	price on application	price on application	price on application	price on application	Free	Closed	Closed	Closed
S	Walnut Tree Close	17	price on application	price on application	price on application	price on application	Free	Free	Free	Free
S	Ash Vale Station	29	price on application	price on application	price on application	price on application	Free	Free	Free	Free
			Mon-Thurs 8am-6pm				Mon-Thurs 6pm - 10pm & Sat 8pm-10pm	Sun 5pm-10pm	Sun 11am-5pm	
S	North Street	49	price on application	price on application	price on application	price on application	price on application	price on application	price on application	price on application

All of the above charges include VAT at 20%



	2020-21 From 1 April 2020	2021-22 From 1 April 2021	Increase %
	£	£	%
<b>To be approved by Council</b>			
<b>Farmers Market</b>			
Stall Charge (per market, per linear metre of frontage)	9.90	9.90	0.0%
Fee Supplement	4.00	4.00	0.0%
Car Parking	9.00 *	9.00 *	0.0%
<b>Standard charges</b>			
<b>Poster Boards</b>			
All poster boards are A4 sheet poster size			
- Rental per space - Rental per week	12.60 *	12.60 *	0.0%
<b>Banner Boards</b>			
- Rental per space - Rental per week			
Large 9ft banners			
A0 & A1 - category A (all except Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	70.20 *	70.20 *	0.0%
A0 & A1 - category B ( Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	61.20 *	61.20 *	0.0%
A2 & A3	49.20 *	49.20 *	0.0%
	24.60 *	24.60 *	0.0%
<b>Concessionary charges</b>			
<b>Poster Boards</b>			
All poster boards are A4 sheet poster size			
- Rental per space - Rental per week	10.20 *	10.20 *	0.0%
<b>Banner Boards</b>			
- Rental per space - Rental per week			
Large 9ft banners			
A0 & A1 - category A (all except Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	57.00 *	57.00 *	0.0%
A0 & A1 - category B ( Nightingale Rd, Shalford Park (wall mounted), Bedford Rd 1-6)	46.80 *	46.80 *	0.0%
A2 & A3	44.40 *	44.40 *	0.0%
	19.80 *	19.80 *	0.0%
<b>High Street Banner</b>			
Upper High Street - Rental per space - Rental per week			
Upper High Street - Rental per space - Rental subsequent weeks (maximum rental 3 weeks)	390.00 *	390.00 *	0.0%
Lower High Street - Rental per space - Rental per week	142.80 *	142.80 *	0.0%
Lower High Street - Rental per space - Rental subsequent weeks (maximum rental 3 weeks)	390.00 *	390.00 *	0.0%
	142.80 *	142.80 *	0.0%

\*= includes VAT at 20%

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	%
<b>North Street Rotunda</b>			
<b>Standard charges for full day</b>			
-Weekday	125.00	125.00	0.0%
- Saturday	200.00	200.00	0.0%
- Sunday	165.00	165.00	0.0%
<b>Concessionary charges for full day</b>			
-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%



	2020-21 from 1 April 2020 £	2021-22 from 1 April 2021 £	Increase %
<b>To be approved by Council</b>			
<b>House Purchase Fees</b>			
Right to Buy	88.00	88.00	0.0%
Engrossment Fee			
Leasehold Enquires	132.00	132.00	0.0%
(b) Equity Share	113.00	113.00	0.0%
Lease Surrender			
<b>Road Closure Application Fee</b>	150.00	150.00	0.0%

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

<b>Section 106 Agreements</b>	Free of Charge	Free of Charge	
Suitable Access to Natural Green Space (SANGS) Section 106 agreement or Unilateral Undertaking	750.00	750.00	0.0%
Section 106 agreement or Unilateral Undertaking (development up to 25 dwellings)	1,145.00	1,145.00	0.0%
Section 106 agreement or Unilateral Undertaking (development exceeding 25 up to 50 dwellings)	2,275.00	2,275.00	0.0%
Section 106 agreement or Unilateral Undertaking (development exceeding 51 up to 100 dwellings)	Minimum of £2,275 **	Minimum of £2,275 **	0.0%
Section 106 agreement or Unilateral Undertaking (development exceeding 101 up to 199 dwellings)	Minimum of £2,275 **	Minimum of £2,275 **	0.0%
Section 106 agreement (Major applications, small scale, large scale)	Minimum of £2,275 **	Minimum of £2,275 **	0.0%

\*\*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.

	<b>2020-21</b>	<b>2021-22</b>	<b>Increase</b>
	from 1 April 2020	from 1 April 2021	%
	£	£	
<b>Property Transactions – Legal Charges</b>			
Grant of new lease up to 100 sq. m	Minimum £555**	Minimum £555**	0.0%
Grant of new lease 101 to 300 sq. m	Minimum £760**	Minimum £760**	0.0%
Grant of new lease 301 – 700 sq. m	Minimum £875**	Minimum £875**	0.0%
Grant of new lease over 700 sq. m	Minimum £1,320**	Minimum £1,320**	0.0%
Renewal of lease up to 100 sq. m	Minimum £430**	Minimum £430**	0.0%
Renewal of lease 101 to 300 sq. m	Minimum £555**	Minimum £555**	0.0%
Renewal of lease 301 – 700 sq. m	Minimum £660**	Minimum £660**	0.0%
Renewal of lease over 700 sq. m	Minimum £875**	Minimum £875**	0.0%
Deed of Variation	Minimum £575**	Minimum £575**	0.0%
Rent Deposit Deed	Minimum £220**	Minimum £220**	0.0%
Licence to Assign/Alter	Minimum £555**	Minimum £555**	0.0%
Licence to Underlet	Minimum £660**	Minimum £660**	0.0%
Grant of new Licence for grazing/garden/access	Minimum £495**	Minimum £495**	0.0%
Renewal of Licence for grazing/garden/access	Minimum £280**	Minimum £280**	0.0%
Grant of new Licence for scaffolding/development compound	Minimum £495**	Minimum £495**	0.0%
Renewal of Licence for scaffolding/development compound	Minimum £380**	Minimum £380**	0.0%
Grant of Easement/wayleave	Minimum £555**	Minimum £555**	0.0%
Sale of freehold	Minimum £760**	Minimum £760**	0.0%

\*\* 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%

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>To be approved by Council</b>			
<b>Local Taxation</b>			
Court Costs - Council Tax*	100.50	100.50	0.0%
Court Costs - Business Rates*	120.50	120.50	0.0%
Court Costs - BID Levy*	10.5	10.50	0.0%
**these amounts includes £20.00 payable for Liability Order			
<b>Letting of Council Accommodation for Meetings (Charges for other uses subject to negotiation)</b>			
<b>Council Chamber</b>			
Morning	252.00	252.00	0.0%
Afternoon	252.00	252.00	0.0%
Evening to 9.00 pm	325.00	325.00	0.0%
<b>Room 1 (Charities) - previously Committee Room 1</b>			
Morning	175.00	175.00	0.0%
Afternoon	175.00	175.00	0.0%
Evening to 9.00 pm	252.00	252.00	0.0%
<b>Room 2 (Newlands) - previously Committee Room 2</b>			
Morning	175.00	175.00	0.0%
Afternoon	175.00	175.00	0.0%
Evening to 9.00 pm	257.00	257.00	0.0%
<b>Room 3 (Sheepheas)</b>			
Morning	125.00	125.00	0.0%
Afternoon	125.00	125.00	0.0%
Evening to 9.00 pm	180.00	180.00	0.0%
<b>Room 4 (Chinthurst)</b>			
Morning	87.50	87.50	0.0%
Afternoon	87.50	87.50	0.0%
Evening to 9.00 pm	128.00	128.00	0.0%
<b>Room 5 (Whitmoor)</b>			
Morning	87.50	87.50	0.0%
Afternoon	87.50	87.50	0.0%
Evening to 9.00 pm	128.00	128.00	0.0%
<b>Room 6 (Hurtmore)</b>			
Morning	175.00	175.00	0.0%
Afternoon	175.00	175.00	0.0%
Evening to 9.00 pm	257.00	257.00	0.0%

\*= includes VAT at 20%

	2020-21 From 1 April 2020	2021-22 From 1 April 2021	Increase
Room 7 (Loseley)			
Morning	54.50	54.50	0.0%
Afternoon	54.50	54.50	0.0%
Evening to 9.00 pm	76.50	76.50	0.0%
Room 8 (Hatchlands)			
Morning	105.00	105.00	0.0%
Afternoon	105.00	105.00	0.0%
Evening to 9.00 pm	153.50	153.50	0.0%

**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.

**To be approved by Council**

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	

**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	20.50 *	20.50 *	0.0%
Planning Appeal Decisions - post 2005 on website	20.50 *	20.50 *	0.0%
Planning Legal agreements (Section 106 etc.) - if available on website (New)	20.50 *	20.50 *	0.0%
Tree Preservation Orders (if available on website)	20.50 *	20.50 *	0.0%
BC Completion Certificate pre 2001	20.50 *	20.50 *	0.0%
BC Completion Letter pre 1991	20.50 *	20.50 *	0.0%

**Section 106 Agreements monitoring fee**

	750.00	750.00	0.0%
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**Self-build and Custom Housebuilding Register**

Initial entry on the register	27.00	27.00	0.0%
Initial entry fee for additional members of an Association	11.00	11.00	0.0%
Initial entry onto Part 2 of the register	11.00	11.00	0.0%
Annual fee for remaining on Part 1 and Part 2 the register	11.00	11.00	0.0%

**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)	14.00	14.00	0.0%
Photocopying Charges (black and white A4)	0.36 *	0.36 *	0.0%
Photocopying Charges (black and white A3)	0.36 *	0.36 *	0.0%
Photocopying Charges (colour A4)	0.62 *	0.62 *	0.0%
Photocopying Charges (colour A3)	0.62 *	0.62 *	0.0%

**Supply of information to professional organisations**

General enquiries (one off charge)	74.00 *	74.00 *	0.0%
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**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%

Pre Application Advice		2020-21	2021-22	Increase
		From 1 April 2020	From 1 April 2021	%
		£	£	
<b>Householder and new dwellings</b>				
<b>Category: BRONZE</b>				
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%
<b>Category: SILVER</b>				
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%
<b>Category: GOLD</b>				
Householder		1,200.00 *	1,200.00 *	0.0%
1-4 dwellings		1,750.00 *	1,750.00 *	0.0%
5-9 dwellings		5,000.00 *	5,000.00 *	0.0%
10-49 dwellings				
50+ dwellings				
<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		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%

	2020-21		2021-22		Increase %
	From 1 April 2020 £		From 1 April 2021 £		
<b>Additional meetings</b>					
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%
<b>Commercial and other development</b>					
<b>Category: BRONZE</b>					
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 *		0.0%
Other (listed building, advertisements, agricultural, telecommunications and trees)	Not applicable		Not applicable		
<b>Category: SILVER</b>					
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%
<b>Category: GOLD</b>					
Commercial up to 250 sq metres	845.00 *		845.00 *		0.0%
Commercial up to 500 sq metres	965.00 *		965.00 *		0.0%
Commercial up to 1000 sq metres	1,700.00 *		1,700.00 *		0.0%
Commercial up to 2500 sq metres	2,250.00 *		2,250.00 *		0.0%
Over 2500 sq metres	900.00 *		900.00 *		0.0%
Other (listed building, advertisements, agricultural, telecommunications and trees)	Not applicable		Not applicable		
<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, advertisements, agricultural, telecommunications and trees)	Not applicable		Not applicable		

\*= includes VAT at 20%

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	
<b>Extras</b>			
<b>Additional plans</b>			
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%
<b>Meeting</b>			
Commercial up to 250 sq metres	335.00 *	335.00 *	0.0%
Commercial up to 500 sq metres	450.00 *	450.00 *	0.0%
Commercial up to 1000 sq metres	675.00 *	675.00 *	0.0%
Commercial up to 2500 sq metres	900.00 *	900.00 *	0.0%
Commercial over 2500 sq metres	335.00 *	335.00 *	0.0%
Other (listed building, advertisements, agricultural, telecommunications and trees)			
<b>Duty Officer service</b>	58.00 *	58.00 *	0.0%
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	500.00 *	500.00 *	0.0%
Subsequent costs	Price on application *	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	88.00 *	88.00 *	0.0%
Per subsequent hours	58.00 *	58.00 *	0.0%
<b>General tree advice</b>			
First hour	88.00 *	88.00 *	0.0%
Per subsequent hours	58.00 *	58.00 *	0.0%
<b>Tree survey on proposed development site</b>			
Per hour	88.00 *	88.00 *	0.0%
<b>High Hedges</b>			
	600.00	600.00	0.0%

\*= includes VAT at 20%



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

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>Local Plan Documents</b>			
<b>Examination Documents</b>			
Guildford borough Local Plan Strategy and Sites Adopted 25th April 2019	47.50	47.50	0.0%
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%
<b>Submission Documents</b>			
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%
<b>Housing</b>			
West Surrey Strategic Housing Market Assessment (SHMA) (2015)	33.00	33.00	0.0%
West Surrey SHMA - Guildford Addendum 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%
<b>Employment</b>			
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%
<b>Protecting and Design</b>			
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%

	2020-21	2021-22	Increase
	From 1 April 2020	From 1 April 2021	%
	£	£	
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%
<b>Infrastructure and Delivery</b>			
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)	9.00	9.00	0.0%
Open Space, Sports and Recreation Assessment (2017)	5.50	5.50	0.0%
Guildford Assessment of Sites for Amenity Value (2017)	52.00	52.00	0.0%
Settlement Hierarchy Study (2014)	19.00	19.00	0.0%
Settlement Profiles (2013)	23.00	23.00	0.0%
Water Quality Assessment (2017)	20.00	20.00	0.0%
Water Quality Assessment (2017)	9.00	9.00	0.0%

\*= Includes VAT at 20%

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
<b>Transport</b>			
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 scheme	15.50	15.50	0.0%
Study of performance of A3 trunk road interchanges in Guildford urban area to 2024 under development scheme	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%
<b>Other Supporting Documents</b>			
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%
<b>Neighbourhood Plans</b>			
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%
<b>Topic Papers</b>			
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%

\*= includes VAT at 20%

	2020-21 From 1 April 2020 £	2021-22 From 1 April 2021 £	Increase %
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%
<b>Supplementary Planning Guidance</b>			
Residential Extensions and Alterations SPD	20.00	20.00	
Thames Basin Health Special Protection Area Avoidance Strategy (2017) SPD	10.00	10.00	
Guildford Town Centre Views SPD (2019)	23.00	23.00	
<b>Development Briefs and Other Strategies</b>			
Thames Basin Health Special Protection Area Avoidance Strategy (2017)	10.00	10.00	0.0%
<b>Postage and packing</b>			
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%
<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	187.00 *	188.00 *	0.5%
LLC1 Only- domestic	40.00	40.00	0.0%
Con 29R Only- domestic	147.00 *	148.00 *	0.7%
Basic Fee- commercial	254.00 *	255.00 *	0.4%
LLC1 Only- commercial	60.00	60.00	0.0%
Con 29R Only- commercial	194.00 *	195.00 *	0.5%
Con29 Additional Questions- Surrey County Council	20.00 *	20.40 *	2.0%
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	16.80 *	16.80 *	0.0%
Additional Questions	48.00 *	48.00 *	0.0%

\*= includes VAT at 20%