

FEES AND CHARGES

HOUSING REVENUE ACCOUNT

	2009/10 £	VAT Treatment
<u>AVERAGE COUNCIL HOUSE RENTS (per week)</u>		
Bedsit	52.95	Outside scope
1 bed dwelling	74.13	Outside scope
2 bed dwelling	88.39	Outside scope
3 bed dwelling	97.24	Outside scope
4 bed dwelling	105.36	Outside scope
5 or more bed dwelling	127.46	Outside scope
 (The above rents take account of adjustments required to move towards Rent Restructuring target rents.)		
<u>TENANTS SERVICE CHARGES (per week)</u>		
Torin Court	4.80	Outside scope
Hampshire Court	5.65	Outside scope
Middlesex Court	5.65	Outside scope
Surrey Towers	6.24	Outside scope
Sussex Court	5.65	Outside scope
Bemonds	5.76	Outside scope
Darley Dene	10.31	Outside scope
Floral House	7.33	Outside scope
Grove Court	7.68	Outside scope
Heatherfields	6.10	Outside scope
<u>GARAGE RENTALS (per week)</u>		
If included with house	8.50	Outside scope
Private rental	(Plus VAT) 8.50	Standard
<u>SHELTERED HOUSING SCHEMES</u>		
Use of Guest Bedrooms by relatives and friends of tenants in sheltered housing - charge per night per person	(Incl VAT) 9.00	Standard
Disabled persons Buggy store - Battery Charging, per week	(Incl VAT) 1.50	Standard
Hairdresser per hour	(Incl VAT) 5.00	Standard
Chiropodist per day	15.00	Exempt
<u>HEATHERVALE WAY MOBILE HOME SITE - NEW HAW</u>		
Net site rent per pitch per week	25.75	Exempt
Rent of Council Mobile Homes	44.25	Exempt
Rent of new larger Council Mobile Homes	66.00	Exempt

FEES AND CHARGES

HOUSING REVENUE ACCOUNT

	2009/10 £	VAT Treatment
<u>HEATING AND HOT WATER CHARGES - SHELTERED DWELLINGS</u>		
Charge per week		
- Beomonds & Floral House	7.50	Outside scope
- Heatherfields	4.75	Outside scope
<u>TENANTS FEE FOR DENYING ACCESS TO PREMISES (Includes VAT)</u>		
Where a tenant breaks an agreement to make available, access to Housing staff and contractors (The Director of Housing & Community Services is authorised to vary this charge as appropriate).	(Incl VAT) 50.00	Standard
<u>HOSTEL ACCOMMODATION</u>		
Charge per adult per night	4.60	Outside scope
Charge per child per night	2.30	Outside scope
<u>SUPPORTING PEOPLE CHARGES</u>		
- Weekly Charge for Sheltered Accommodation (wardens etc.)	18.00	Outside scope
- Weekly Charge for Community Alarm service	2.94	Outside scope
<p>These charges are the amount that Surrey Supporting People team pay for the use of these services and does not represent the Councils costs incurred. The same charges are levied for those clients liable to pay.</p> <p>For those Clients who are connected to the Community Alarm system and are in receipt of Supporting People Transitional relief the following is charged</p>		
- Community Alarm Charge	1.60	Outside scope

HOUSING GENERAL FUND SERVICES

	2009/10 £	VAT Treatment
<u>HOUSES IN MULTIPLE OCCUPATION (HMO) LICENSING COSTS</u>		
Basic Fee	£630.00	Outside scope
Assisted Application or Undeclared HMO	£777.00	Outside scope
Reduction for multiple applications from same applicant	£74.00	Outside scope
Reduction for Renewal of fees	£71.00	Outside scope
<u>HOMELESS PERSONS ACCOMMODATION</u>		
Bed and Breakfast Accommodation		
- flat rate room charge per week	105.00	Outside scope
- breakfast charge per person per week	5.00	Outside scope
<p>The Borough Housing Manager is authorised to increase these charges to certain recipients of Supplementary Benefit from the DHSS whose lodging allowances are higher than these charges.</p>		
<u>GYPSY CARAVAN SITE</u> - rent per plot per week	52.00	Exempt

FEES AND CHARGES

CARELINE SYSTEM

		2009/10 £	VAT Treatment
<u>New weekly charging structure with effect from April 2006.</u>			
Full charge for client not on benefit	(plus VAT)	4.40	Standard
Client not on benefit but has purchased own unit	(plus VAT)	3.20	Standard
Client in receipt of benefit	(plus VAT)	1.60	Standard

DAY CENTRE CHARGES

		2009/10 £	VAT Treatment
<u>MEALS ON WHEELS AND AT ELDERLY PERSONS DAY CENTRES</u>			
Monday - Friday	Cost per full meal	3.50	Outside scope
	Main Course only	3.00	Outside scope
<u>DAY CENTRE TRANSPORT</u>			
Fare for return transport to Day centres (Monday - Friday)		2.00	Zero Rated
Fare for return transport to Day centres (Weekends)			Zero Rated
Mini Bus Hire Rates (12 Seat vehicle)			
- Standard Charge (includes first 30 miles)	(Incl VAT)	30.00	Standard
- Mileage Rate (after 30 miles)	(Incl VAT)	1.00	Standard
Mini Bus Hire Rates (16 Seat vehicle)			
- Standard Charge (includes first 30 miles)	(Incl VAT)	35.00	Standard
- Mileage Rate (after 30 miles)	(Incl VAT)	1.00	Standard
<u>DIAL A RIDE SERVICE</u>			
Journey within one zone (minimum fare)		2.50	Zero Rated
Journey to each subsequent zone		1.00	Zero Rated

FEES AND CHARGES

DAY CENTRE LETTINGS

2009/10
£

VAT
Treatment

COMMUNITY USE PER HOUR - (Eileen Tozer, Manor Farm, The Orchard, Woodham & New Haw)

Monday to Friday	5pm to 11pm	16.50	Exempt
Saturday	9am to 5pm	20.50	Exempt
Saturday	5pm to 11pm	31.00	Exempt

COMMERCIAL HIRE / TRADE SHOWS (Per hour)

Saturdays only	9am to 11pm	40.00	Exempt
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CATERING FACILITIES

Full use of Kitchen		50.00	Exempt
Full use of Tea Bar		25.00	Exempt
Use of Public Address System		13.00	Exempt

REGISTERED CHARITIES

A 20% Reduction is available per booking upon application to the Day centre Manager.

FEES AND CHARGES

DAY CENTRE RENTAL CHARGES

2009/10 £

VAT Treatment

HAIRDRESSING SALONS - HOURLY RATES

Eileen Tozer Day Centre	(Incl VAT)	5.15	Standard
Manor Farm Day Centre	(Incl VAT)	6.30	Standard
The Orchard Day Centre	(Incl VAT)	4.20	Standard
Woodham & New Haw Day Centre	(Incl VAT)	6.30	Standard

These rates are based upon the standard of facilities available

FEES AND CHARGES

EGHAM LEISURE CENTRE

	2009/10 £	VAT Treatment						
<u>Memberships</u>								
<u>Joining Fee</u>								
Joining Fee	One off initial payment	25.00 Standard						
 <u>Executive Membership</u> (Includes VAT) - No Longer offered to new customers Executive Members enjoy unlimited use of the Fitness Suite, Circuits, Aerobics and Racket Sports (Subject to Availability). Members can also make court bookings 7 days in advance.								
Monthly Full Charge	49.90	Standard						
Monthly Concession	37.50	Standard						
Annual Full Charge (13 months for 12)	598.80	Standard						
Annual Concession (13 months for 12)	450.00	Standard						
Joint Membership - Monthly	89.00	Standard						
Joint Membership - Annual (13 months for 12)	816.00	Standard						
Guest Fees (For racket users playing against an Executive member)	3.00	Standard						
 <u>Select Membership</u> (Includes VAT) Select Members enjoy unlimited use of the Fitness Suite, Circuits and Aerobics. Members will also receive a biannual newsletter and will enter the Leisure Centres Loyalty Scheme.								
Adult	Monthly	43.00 Standard						
Concession	Monthly	31.00 Standard						
Joint	Monthly	80.00 Standard						
Adult	Annual (13 months for 12)	516.00 Standard						
Concession	Annual (13 months for 12)	372.00 Standard						
Joint	Annual (13 months for 12)	960.00 Standard						
 <u>Corporate Membership</u> Charge for groups of 5 or more set at the discretion of the Centre Manager dependant on facilities required. Standard								
 <u>Concessions</u> Concession memberships apply to the following groups or obtaining specific benefits <ul style="list-style-type: none"> - Senior Citizens (over 60's) - Disability living allowance, Incapacity benefit, Income Support, Housing benefit - Students (over 16's) - Unemployment benefit - Employees and Members of Runnymede Borough Council - Looked after children and carers Employee's and Members of RBC can also nominate one friend or family member at an additional concessionary rate for the time that they are paid up member at the Centre Off Peak times are as follows: <table style="width: 100%; border: none;"> <tr> <td style="width: 30%;">- Sports Halls</td> <td style="width: 30%;">Monday - Friday</td> <td style="width: 40%;">7.00am - 5.00pm (inclusive)</td> </tr> <tr> <td></td> <td>Saturdays / Sundays</td> <td>8.00am - 10.00pm (inclusive)</td> </tr> </table>			- Sports Halls	Monday - Friday	7.00am - 5.00pm (inclusive)		Saturdays / Sundays	8.00am - 10.00pm (inclusive)
- Sports Halls	Monday - Friday	7.00am - 5.00pm (inclusive)						
	Saturdays / Sundays	8.00am - 10.00pm (inclusive)						

FEES AND CHARGES

EGHAM LEISURE CENTRE

2009/10 £

VAT Treatment

All charges are per hour unless otherwise stated

Fitness Suite

Fitness Suite (Includes VAT)

Full Charge	(Per Session)	8.00	Standard
Concession	(Per Session)	6.00	Standard
Exercise Referral (Fit 4 Life Scheme)	(Per Session)	3.80	Standard
Junior	(Per Session)	3.80	

Fitness Assessment (Includes VAT)

Full Charge	(Per Session)	18.00	Standard
Concession	(Per Session)	12.00	Standard

Personal Training

One to One	(Per Session)	30.00	Exempt
Junior Gym	(Course)	25.00	Exempt

Dance Studio

Aerobics / Circuits

Full Charge	(Per Session)	5.00	Exempt
Concession	(Per Session)	4.00	Exempt

Dance Studios - social rate (Includes VAT)

Studio 1	(Minimum Charge)	23.00	Standard
Studio 2	(Minimum Charge)	16.00	Standard
Both Studios	(Minimum Charge)	38.00	Standard

Dance Studios - commercial rate (Includes VAT)

Studio 1	(Minimum Charge)	30.00	Standard
Studio 2	(Minimum Charge)	23.00	Standard
Both Studios	(Minimum Charge)	52.00	Standard

Sports Hall

Sports Hall (Sports Use) (Includes VAT)

Full Charge	(Whole Hall - Part Hall Pro-rata)	46.00	Standard
Concession	(Whole Hall - Part Hall Pro-rata)	34.00	Standard

Sports Hall (commercial rate) (Includes VAT)

Whole Hall	53.00	Standard
Per court	14.00	Standard

Badminton (Includes VAT)

Full Charge	8.00	Standard
Concession	4.50	Standard

Basketball Reduced Court (Includes VAT)

Full Charge	8.00	Standard
Concession	4.50	Standard

Squash

Squash (Includes VAT)

Full Charge	(40 Minutes)	7.00	Standard
Concession	(40 Minutes)	4.00	Standard

FEES AND CHARGES

EGHAM LEISURE CENTRE

		2009/10 £	VAT Treatment
<u>Children's Activity Charges</u>			
<u>Adventure Play</u> (includes VAT)			
Members	(per child)	3.00	Standard
Under 12 months	(per child)	2.00	Standard
Non Members	(per child)	3.00	Standard
 <u>Creche</u>			
Members	(per child)	Free	N/A
Non Members	(per child)	3.50	Standard
 <u>Parties</u>			
Softplay / Sports & Mixed Games	(Maximum 15 heads)	150.00	Standard
Per head		9.50	Standard
Trampolining		160.00	Standard
 <u>All Weather 3G 5-side Football</u>			
<u>All Weather 3 G 5 aside Football</u> (Includes VAT) (Including Floodlights)			
Full Charge	Per Hour	47.00	Standard
Concession / day time & weekend use		30.00	Standard
 <u>Grass Pitches</u>			
<u>Grass Pitches</u> (Includes VAT)			
11 a side			
Full Charge	(Per Game)	58.00	Standard
Concession	(Per Game)	33.00	Standard
5 a side			
	(Per Game)	47.00	Standard
 <u>Field (summer events)</u> (Includes VAT)			
Half day Hire - Social use	11 a side	170.00	Standard
Half day Hire - Commercial use	11 a side	300.00	Standard
Half day Hire - Social use	6 x 5 a side	170.00	Standard
Half day Hire - Commercial use	6 x 5 a side	300.00	Standard
Full day Hire - Social use	3 x 5 a side	150.00	Standard
Full day Hire - Commercial use	3 x 5 a side	300.00	Standard
Half day Hire - Social use	3 x 5 a side	100.00	Standard
Half day Hire - Commercial use	3 x 5 a side	200.00	Standard
Full day Hire - Social use	Whole Field	300.00	Standard
Full day Hire - Commercial use	Whole Field	580.00	Standard
 <u>All Weather Courts</u>			
<u>Netball</u> (Includes VAT) (Including Floodlights)			
Full Charge		35.00	Standard
Concession		22.00	Standard
 <u>Tennis</u> (Includes VAT)			
Full Charge		5.00	Standard
Concession		3.50	Standard

FEES AND CHARGES

EGHAM LEISURE CENTRE

	2009/10 £	VAT Treatment
<u>Other Fees</u>		
<u>Table Tennis</u> (Includes VAT)		
Full Charge	7.00	Standard
Concession	3.80	Standard
<u>Creche / Meeting Room</u> (Includes VAT)		
Social Rate (Minimum Charge)	15.00	Standard
Commercial Rate (Minimum Charge)	20.00	Standard
<u>Soft Play</u> (exclusive use per hour)		
Social	62.00	Standard
Commercial	90.00	Standard
<u>Equipment Hire</u> (Includes VAT)	1.50	Standard
<u>Therapy Suite Room</u> (Includes VAT)	15.00	Standard
<u>Guest Fee</u> (Includes VAT)	3.00	Standard
<u>Commercial Lettings</u>		
Charge set at the discretion of Centre Manager dependant on user, facilities required etc		

FEES AND CHARGES

ADDLESTONE LEISURE CENTRE

2009/10
£

VAT
Treatment

Memberships

Fitness Inclusive Membership (Includes VAT)

Members enjoy unlimited use of the fitness suite, and fitness classes and advance booking for sport facilities.

Joining Fee

Adult	25.00	Standard
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Adult Inclusive Membership

Monthly Direct Debit Full Charge	37.00	Standard
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Annual Full Charge (13 months for 12)	440.00	Standard
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Joint Inclusive Membership

Monthly Direct Debit Full Charge	68.00	Standard
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Annual Full Charge (13 months for 12)	816.00	Standard
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Concession Membership

Monthly Direct Debit Concession	25.00	Standard
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Annual Full Charge (13 months for 12)	300.00	Standard
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Corporate Membership

Charge for groups of 5 or more set at the discretion of the Centre Manager dependant on facilities required.

Concessions

Concession memberships apply to the following groups or obtaining specific benefits

- Senior Citizens (over 60's)
- Disability living allowance, Incapacity benefit, Income Support, Housing benefit
- Students (over 16's)
- Unemployment benefit
- Employees and Members of Runnymede Borough Council
- Looked after children and carers

Employee's and Members of RBC can also nominate one friend or family member at an additional concessionary rate for the time that they are paid up member at the Centre

Concessionary memberships are only valid for off-peak times.

Peak times are as follows:-

Fitness Suite	Monday - Friday	5.00pm - 10.00pm
Sports Hall	Monday - Friday	5.00pm - 11.00pm
	Sunday	5.00pm - 9.00pm

Fitness Suite

Fitness Suite (Includes VAT)

Full Charge	(Per Session)	5.50	Standard
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Concession Charge	(Per Session)	4.50	Standard
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Dance Studio

Dance Studio (minimum charge)

Hire of Dance Studio	(minimum charge)	22.00	Standard
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Aerobics		4.80	Standard
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Circuits		4.80	Standard
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FEES AND CHARGES

ADDLESTONE LEISURE CENTRE

	2009/10 £	VAT Treatment
<u>Sports Hall</u>		
All charges are per hour unless otherwise stated		
<u>Indoor Football (Includes VAT)</u>		
Full Charge	33.00	Standard
Off Peak	28.00	Standard
Concession	17.00	Standard
<u>Sports Hall (Sports Use) (includes VAT)</u>		
Peak Charge	33.00	Standard
Off Peak Charge	28.00	Standard
Concession Charge	17.00	Standard
<u>Badminton (Includes VAT)</u>		
Peak Charge	8.00	Standard
Off Peak Charge	7.00	Standard
Concession Charge	4.50	Standard
<u>Korfball (Includes VAT)</u>	22.00	Standard
<u>Rounders/Softball (Includes VAT)</u>	22.00	Standard
<u>Squash</u>		
<u>Squash Court (Includes VAT)</u>		
Peak Charge (40 Minutes)	6.60	Standard
Off Peak Charge (40 Minutes)	5.60	Standard
Concession Charge (40 Minutes)	3.60	Standard
<u>Small Sports Hall</u>		
<u>Small Sports Hall (Includes VAT)</u>		
Full Charge (Group Use)	24.00	Standard
Concession Charge (Group Use)	14.00	Standard
<u>All Weather Area</u>		
<u>Football 5 a-side (Includes VAT) (including Floodlights)</u>		
Full Charge	28.00	Standard
Concession Charge	16.00	Standard
<u>Netball (Includes VAT) (including Floodlights)</u>		
Full Charge	28.00	Standard
Concession	16.00	Standard
<u>Football 7 a-side (Includes VAT) (Includes Floodlighting)</u>		
Full Charge	40.00	Standard
Concession Charge	21.00	Standard
<u>Tennis Courts (Includes VAT)</u>		
Full Charge	5.50	Standard
Concession Charge	3.00	Standard

FEES AND CHARGES

ADDLESTONE LEISURE CENTRE

				2009/10	VAT
				£	Treatment
<u>Grass pitches</u>					
11 a-side					
Full Charge				55.00	Standard
Concession Charge				33.00	Standard
<u>Other Charges</u>					
<u>Table Tennis</u> (Includes VAT)					
Full Charge	Peak	40 minutes	6.60	Standard	
Full Charge	Off Peak	40 minutes	5.60	Standard	
Concession Charge		40 minutes	3.60	Standard	
<u>Equipment Hire</u> (Includes VAT)				1.50	Standard

FEES AND CHARGES

PLAYSCHEMES

		2009/10 £	VAT Treatment
<u>Borough Residents (Includes VAT)</u>			
<u>Regular Hours</u> (All sites)	8.30am - 3.30pm		
Child	per day	15.00	Standard
Child	per week	60.00	Standard
Child Concessionary rate	per day	7.50	Standard
Child Concessionary rate	per week	30.00	Standard
 <u>Extended Hours</u> (Selected sites only)			
Morning & Afternoon	8.30am - 5.00pm		
Child (Resident)	per day	20.00	Standard
Child (Resident)	per week	85.00	Standard
Afternoon only	3.30pm - 5.00pm	17.00	Standard
 <u>Non-Borough Residents (Includes VAT)</u>			
<u>Attendance charge</u> (per child)			
Standard Hours	per day	20.00	Standard
	per week	70.00	Standard
Extended Hours	per day	24.00	standard
	per week	95.00	standard

SPLASH SCHEME

		2009/10 £	VAT Treatment
Hours of Business:-	9.00am - 4.30pm		
<u>Borough Residents (Includes VAT)</u>			
Child	per day	15.00	Standard
Child	per week	60.00	Standard
Child Concessionary rate	per day	7.50	Standard
Child Concessionary rate	per week	30.00	Standard
 <u>Non-Borough Residents (Includes VAT)</u>			
Child	per day	20.00	Standard
Child	per week	70.00	Standard
 <u>Splash Daily Bus Service (Includes VAT)</u>			
Child	Per day	1.00	Standard
Child	Per week	5.00	Standard
Child concessionary rate	Per day	0.50	Standard
Child concessionary rate	Per week	2.50	Standard

FEES AND CHARGES

CHERTSEY MUSEUM

	2009/10 £	VAT Treatment
<u>Talks to Groups</u>		
At the Museum during opening hours	27.50	Outside Scope
At the Museum outside of opening hours - Borough Community Groups	36.50	Outside Scope
At the Museum outside of opening hours - Non Borough Community Groups	48.50	Outside Scope
Talks held outside the Museum - Borough Community Groups	48.50	Outside Scope
Talks held outside the Museum - Non Borough Community Groups	60.50	Outside Scope
<u>School's Affiliation Scheme</u>		
<u>Annual Affiliation fee</u>		
Schools with 0 - 150 pupils	23.00	Outside Scope
Schools with 151 - 250 pupils	33.00	Outside Scope
Schools with 251+ pupils	43.00	Outside Scope
Talks held at Museum - Affiliated Schools	Free	Outside Scope
Talks held at Museum - Non Affiliated Schools (per child)	0.55	Outside Scope
All day school sessions at the Museum - Affiliated Schools	60.00	Outside Scope
All day school sessions at the Museum - Non Affiliated Schools	75.00	Outside Scope
Talks held at the school to affiliated Schools - Per child	0.80	Outside Scope
Talks held at the school to Non Affiliated Schools - Per child	1.10	Outside Scope
<u>Childrens Activities at the Museum</u>		
Childrens Activity Session per child	(plus VAT) 4.00	Standard
Concessionary Activity Session per child	(plus VAT) 2.60	Standard
<u>Use of photocopier</u>		
A4 Copies	(plus VAT) 0.25	Standard
A3 Copies	(plus VAT) 0.35	Standard
<u>Charge for late return of school loan boxes</u>	(plus VAT) 26.00	Standard

Members of the following groups are entitled to a discount of 10% on certain items in the Museum shop:

- Friends of the Museum
- Members of the Museum Association
- Members of the National Art Collection Fund
- Runnymede Loyalty Card holders

FEES AND CHARGES

ALLOTMENTS

2009/10 £

VAT Treatment

Charge per rod per annum:

- Payment by Annual Direct Debit
- Payment by Other means

8.50
9.20

Outside Scope
Outside Scope

There is a 50% abatement for all Senior Citizens over 60 years of age

(Due to statute the fees and charges for Allotments are set one year in advance)

2010/11 £

Charge per rod per annum:

- Payment by Annual Direct Debit
- Payment by Other means

9.20
9.95

Outside Scope
Outside Scope

There is a 50% abatement for all Senior Citizens over 60 years of age

(2009/10 figures subject to outcome of allotment review)

FEES AND CHARGES

PUBLIC HALLS

		2009/10 £	VAT Treatment
<u>CHERTSEY HALL (All charges include VAT)</u>			
<u>Community use (Monday to Friday)</u>			
Main Hall	9am to 5pm	21.60	Standard
	5pm to 11pm (per hour)	28.90	Standard
Secondary Hall	9am to 5pm (per hour)	10.30	Standard
	5pm to 11pm (per hour)	14.10	Standard
Meeting Rooms	9am to 5pm (per hour)	5.80	Standard
	5pm to 11pm (per hour)	8.80	Standard
<u>Community use (Saturdays and Sundays)</u>			
Main Hall	9am to 5pm (per hour)	29.50	Standard
Secondary Hall	9am to 5pm (per hour)	14.30	Standard
Meeting Rooms	9am to 5pm (per hour)	9.20	Standard
<u>Semi-Commercial Charges (Monday to Saturday)</u>			
Main Hall	9am to 11pm (per hour)	45.00	Standard
Secondary Hall	9am to 11pm (per hour)	19.80	Standard
Meeting Rooms	9am to 11pm (per hour)	11.90	Standard
<u>Functions, Weddings & Parties (Weekends & Bank Holidays)</u>			
Main Hall	9am to 11pm (per hour)	63.00	Standard
Secondary Hall	9am to 11pm (per hour)	33.10	Standard
Meeting Rooms	9am to 11pm (per hour)	17.40	Standard
<u>Hire of Raked Seating</u> (Traditional auditoria arrangement of seats)			
	1 block of seats	12.10	Standard
	2 block of seats	24.30	Standard
	3 block of seats	36.40	Standard
<u>Setting up of Raked Seating</u>			
	1 block of seats	66.70	Standard
	2 block of seats	133.30	Standard
	3 block of seats	200.10	Standard
(Regular users of the raked seating can be trained to set up the seats. In this case the hire charge only will be applied)			
<u>Stage Lighting</u>			
	Preset to requirements	52.20	Standard
<u>Use of Kitchen</u>			
	Up to 80 people	28.50	Standard
	80 to 160 people	56.90	Standard
	160 people and over	85.40	Standard
	Beverages Only	16.00	Standard
	Beverages Only - Regular	6.30	Standard
	Beverages Only - Catering	17.10	Standard
<u>Licensed Bar Facilities</u>			
	Licensed Bar Franchise plus 5% per booking	72.50	Standard
	Corkage fee per head min per hour	1.00	Standard

FEES AND CHARGES

PUBLIC HALLS

2009/10 £

VAT Treatment

THORPE VILLAGE HALL (All charges include VAT)

Community use (Monday to Friday)

Main Hall	9am to 5pm	(per hour)	10.30	Standard
	5pm to 11pm	(per hour)	14.10	Standard
Meeting Rooms	9am to 5pm	(per hour)	5.80	Standard
	5pm to 11pm	(per hour)	8.80	Standard

Community use (Saturdays and Sundays)

Main Hall	9am to 5pm	(per hour)	14.30	Standard
Meeting Rooms	9am to 5pm	(per hour)	9.20	Standard

Semi-Commercial Charges (Monday to Saturday)

Main Hall	9am to 11pm	(per hour)	22.60	Standard
Meeting Rooms	9am to 11pm	(per hour)	11.90	Standard

Functions, Weddings & Parties (Weekends & Bank Holidays)

Main Hall	9am to 11pm	(per hour)	37.30	Standard
Meeting Rooms	9am to 11pm	(per hour)	17.40	Standard

Use of Kitchen

Up to 100 people			28.80	Standard
100 people and over			59.10	Standard
Beverages Only			16.00	Standard
Beverages Only - Regular			6.30	Standard
Beverages Only - Catering			17.00	Standard

FEES AND CHARGES

PUBLIC HALLS

2009/10 £

VAT Treatment

THE HYTHE CENTRE (All charges include VAT)

Community use (Monday to Friday)

Main Hall	9am to 5pm	(per hour)	21.60	Standard
	5pm to 11pm	(per hour)	28.90	Standard
Secondary Hall	9am to 5pm	(per hour)	10.30	Standard
	5pm to 11pm	(per hour)	14.10	Standard
Meeting Rooms	9am to 5pm	(per hour)	5.80	Standard
	5pm to 11pm	(per hour)	8.80	Standard
Meeting Room	9am to 5pm	(per hour)	11.30	Standard
1 and Bar Area	5pm to 11pm	(per hour)	17.10	Standard

Community use (Saturdays and Sundays)

Main Hall	9am to 5pm	(per hour)	29.50	Standard
Secondary Hall	9am to 5pm	(per hour)	14.30	Standard
Meeting Rooms	9am to 5pm	(per hour)	9.20	Standard
Meeting Room 1 and Bar Area	9am to 5pm	(per hour)	18.30	Standard

Semi-Commercial Charges (Monday to Saturday)

Main Hall	9am to 11pm	(per hour)	45.00	Standard
Secondary Hall	9am to 11pm	(per hour)	19.80	Standard
Meeting Rooms	9am to 11pm	(per hour)	11.90	Standard
Meeting Room 1 and Bar Area	9am to 11pm	(per hour)	25.70	Standard

Functions, Weddings & Parties (Weekends & Bank Holidays)

Main Hall	9am to 11pm	(per hour)	63.00	Standard
Secondary Hall	9am to 11pm	(per hour)	33.10	Standard
Meeting Rooms	9am to 11pm	(per hour)	17.40	Standard
Meeting Room 1 and Bar Area	9am to 11pm	(per hour)	35.70	Standard

Use of Kitchen

Up to 80 people	28.50	Standard
80 to 160 people	56.90	Standard
160 people and over	85.40	Standard
Beverages Only	16.00	Standard
Beverages Only - Regular	6.30	Standard
Beverages Only - Catering	17.10	Standard

Licensed Bar Facilities

Licensed Bar franchise plus 5% per Booking	72.50	Standard
Corkage fee per head min per hour	1.00	Standard

FEES AND CHARGES

PUBLIC HALLS

2009/10
£

VAT
Treatment

ALL PUBLIC HALLS (All charges include VAT)

Visual and Audio Aids

35mm Carousel projector and screen	30.50	Standard
House P.A. System including microphone (not Thorpe Village Hall)	41.00	Standard
Tape and record decks (Chertsey Hall only)	59.00	Standard

Additional / Miscellaneous (Chertsey Hall)

Box Office facility	15.50	Standard
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Equipment:

Indoor Bowls Carpet & Woods	(per hour : 2 hours min)	5.50	Standard
Overhead Projector	(per booking)	31.00	Standard
Television & Video Recorder	(per booking)	31.00	Standard
Portable Screen	(per booking)	15.50	Standard
Flip Chart and Pad	(per booking)	15.50	Standard
Radio Microphone & Receiver	(per booking)	42.00	Standard
Portable PA System & Microphone	(per booking)	60.00	Standard
2 way radios	(per booking)	20.00	Standard
Additional Microphones	(per microphone)	7.50	Standard

NOTES FOR PUBLIC HALLS

Hirings to Registered Charities are by law exempt from VAT and therefore no VAT will be added to the above charges

A 10% discount is given on Regular Bookings (i.e. 6 or more bookings within a year) except Commercial Bookings. However, the 10% discount will only be allowed if total booking fee is paid by the date stipulated.

A deposit may be required for the hire of facilities and for equipment at the Authority's discretion.

Up to a 20% discount can be given to community bookings of 6 hours or more in any one day.

Commercial Bookings: Minimum of 250% of Community Rate.

Semi-Commercial Rates apply to Dance, Aerobic or Keep Fit Classes, etc., which are run commercially.

Where applicable Insurance is charged at 12% of the Total Hire Fee. See booking form for details.

Prices are subject to variation from time to time to reflect any amendments approved by the Council.

Minimum Booking Charge is 2 hours for any one booking.

Hourly Charges shown are the maximum charges.

The Head of Leisure Services has the delegated authority to make reductions and develop marketing packages to promote usage and to make reductions in charges for newly established groups during their initial period of occupation.

FEES AND CHARGES

PARKS AND OPEN SPACES

	2009/10 £	VAT Treatment
<u>Tennis (Includes VAT)</u>		
Chertsey, Victory Park, Heathervale, Ottershaw,		
Courts		
Per Hour (Adult)	6.50	Standard
Per Hour (Childrens games*)	No charge	Standard
Per Hour (Senior Citizens/Registered Disabled)	3.25	Standard
Book of 10 Tickets (Adult)	48.50	Standard
Book of 10 Tickets (Childrens games*)	No charge	Standard
Book of 10 Tickets (Senior Citizens/Registered Disabled)	24.25	Standard
Book of 5 Tickets (Adult)	27.00	Standard
Book of 5 Tickets (Childrens games*)	No charge	Standard
Book of 5 Tickets (Senior Citizens/Registered Disabled)	13.50	Standard
* Number of players under 16 must equal or be greater than number of players over 16		
<u>Bowls (Includes VAT)</u>		
Chertsey, Victory Park, Ottershaw and Heathervale		
Green Fees		
Per Hour	4.90	Standard
Per Hour (Senior Citizens/Juniors/Registered Disabled)	2.45	Standard
Per Match	8.70	Standard
Per Match (Senior Citizens/Juniors/Registered Disabled)	4.35	Standard
Per Season	78.00	Standard
Per Season (Senior Citizens/Juniors/Registered Disabled)	39.00	Standard
Locker Rents: Club Members - Per Annum	11.50	Standard
<u>Putting (Includes VAT)</u>		
Chertsey, Victory Park, Heathervale, Ottershaw,		
Per Person Per Round	0.60	Standard
Senior Citizens/Juniors/Registered Disabled	0.30	Standard

FEES AND CHARGES

PARKS AND OPEN SPACES

	2009/10 £	VAT Treatment
<u>Football Pitches - per match (Includes Vat)</u>		
Full Size pitches with changing (Ottershaw, Heathervale, Chertsey, Victory Park)		
Senior Clubs	74.00	Standard
Junior Clubs	37.00	Standard
Full Size pitches without changing (Frank Muir Mem Field)	23.00	Standard
Small pitches with changing (Chertsey, Victory Park, Abbeyfield)	30.00	Standard
Small pitches without changing (Aviator Park)	19.00	Standard
<u>Croquet (Includes VAT)</u>		
Victory Park Only		
Adults per Person per Hour	3.70	Standard
Juniors/Senior Citizens/Registered Disabled per Person per Hour	1.80	Standard
<u>Chertsey Recreation Ground Multi Purpose Courts (Includes VAT)</u>		
Court Fees (Team Games) Per Hour Per Court	21.00	Standard
Court Fees (Junior Games) Per Hour Per Court	19.00	Standard
Flood Lighting Per Hour Per Court (Min 2 Hours)	6.10	Standard
<u>Cricket (Includes VAT)</u>		
Chertsey, Victory Park, Heathervale, Ottershaw and Abbeyfields		
Games Commencing Before 5.00 p.m.	75.00	Standard
Games Commencing After 5.00 p.m.	42.00	Standard
Junior Games	35.00	Standard
<u>Additional and Miscellaneous Charges (Includes VAT)</u>		
For Football, Hockey and Cricket Clubs, the majority of whose members live ex-Runnymede District	50.00	Standard
For the use of hot water for refreshments	10.00	Standard
Use of Showers Only - Local Clubs	52.00	Standard
Use of Showers Only - Other	91.00	Standard
Hire of Rooms in Pavilions - Miscellaneous events	25.00	Exempt
Team use of park for training - per hour	15.00	Standard
Team use of park for training (Junior Teams) - per hour	7.50	Standard
<u>Car Parking at Runnymede Pleasure Grounds (Includes VAT)</u>		
Per Hour		
Motor Cars/Motorcycles	1.50	Standard
Coaches	4.00	Standard
Per Day		
Motor Cars	6.00	Standard
Coaches (Subject to approval under Bye-laws)	45.00	Standard
Per Season (Residents Only)		
Monday to Friday Only, excl. Bank Holidays	45.00	Standard

FEES AND CHARGES

CEMETERIES

	2009/10 £	VAT Treatment	
<u>Burial Fees</u>			
<u>Standard grave space 8' x 4' for coffin burial</u>			
Exclusive burial rights	50 years	780.00	Outside Scope
	75 years	965.00	Outside Scope
	100 years	1,195.00	Outside Scope
Exclusive burial rights - single child grave	50 years	325.00	Outside Scope
Extended burial rights	25 years	310.00	Outside Scope
<u>"Classic Traditional" grave space 10' x 5' for coffin burial</u>			
Exclusive burial rights	50 years	1,175.00	Outside Scope
	75 years	1,510.00	Outside Scope
	100 years	1,870.00	Outside Scope
Extend burial rights	25 years	480.00	Outside Scope
<u>Cremated remains grave space 4' x 4'</u>			
Exclusive burial rights	50 years	368.00	Outside Scope
	75 years	473.00	Outside Scope
	100 years	595.00	Outside Scope
Extend burial rights	25 years	160.00	Outside Scope
<u>Vault</u>			
The right to construct a walled grave or vault		950.00	Outside Scope
<u>Interment Fees (Private and Public Grave)</u>			
Adult Coffin		720.00	Outside Scope
Adult Casket (to a depth not exceeding 7ft)		810.00	Outside Scope
Child not exceeding 14 years		156.00	Outside Scope
Cremated remains		150.00	Outside Scope
Stillborn child or child not exceeding one month (in private grave)		135.00	Outside Scope
Stillborn child or foetal remains - Children's Memorial Garden (for Ashford & St Peter's Hospital Trust only)		No charge	
Muslim section Engelfield Green - Weekdays / out of normal hours		990.00	Outside Scope
Muslim section Engelfield Green - Weekends		1,310.00	Outside Scope
Burial, Interment and Vault fees will be trebled in respect of Non-Residents			
<u>Memorial Fees</u>			
* Headstone		100.00	Outside Scope
* Headstone with kerbs		130.00	Outside Scope
* Memorial on child grave space		85.00	Outside Scope
Additional inscription		45.00	Outside Scope
* These fees will be trebled in respect of Non-Residents			
<u>Genealogy Search Fees</u>			
Enquiry with known date of death, up to three names		15.00	Outside Scope
Enquiry with only approximate date of death (+/-2 years), up to 3 names		18.00	Outside Scope
Search of family name, per cemetery:		28.00	Outside Scope
Enquiries requesting confirmation of grave reference number on known grave		No charge	
Persons wishing to conduct their own search in Cemeteries Office records		No charge	

FEES AND CHARGES

CEMETERIES

	2009/10 £	VAT Treatment
<u>Exhumation</u>		
For supervision only removal of coffin	200.00	Outside Scope
For supervision only removal of cremated remains	105.00	Outside Scope
<u>Garden of Remembrance (Addlestone)</u>		
Interment	166.00	Outside Scope
Provision and installation of plaque by the Council	65.00	Outside Scope
<u>Administration and Other Fees</u>		
Registration of transfer of exclusive right of burial	54.00	Outside Scope
Copy of exclusive right of burial	54.00	Outside Scope
Postponement or cancellation of burial after notice has been given	195.00	Outside Scope
Heating charge for chapel (Per Hour - Minimum Charge)	50.00	Outside Scope
Selection Fee - for Cemeteries Registrar to attend	190.00	Outside Scope
<u>Benches</u>		
Supply and installation of memorial bench (incl plaque)	450.00	Outside Scope

FEES AND CHARGES

REFUSE COLLECTION

		2009/10 £	VAT Treatment
<u>Trade Refuse</u>			
<u>Sack Collection</u>			
- Container hire charge	(plus VAT)	n/a	Standard
- Collection charge	(plus VAT)	60.00	Standard
		60.00	
- Disposal charge	(plus VAT)	20.00	Standard
		80.00	
<u>240 Litre Wheeled Bins</u>			
- Container hire charge	(plus VAT)	56.00	Standard
- Collection charge	(plus VAT)	134.00	Standard
		190.00	
- Disposal charge	(plus VAT)	50.00	Standard
		240.00	
<u>360 Litre Wheeled Bins</u>			
- Container hire charge	(plus VAT)	70.00	Standard
- Collection charge	(plus VAT)	140.00	Standard
		210.00	
- Disposal charge	(plus VAT)	80.00	Standard
		290.00	
<u>660 Litre Wheeled Bins</u>			
- Container hire charge	(plus VAT)	84.00	Standard
- Collection charge	(plus VAT)	256.00	Standard
		340.00	
- Disposal charge	(plus VAT)	130.00	Standard
		470.00	
<u>1100 Litre Bulk Containers</u>			
- Container hire charge	(plus VAT)	112.00	Standard
- Collection charge	(plus VAT)	358.00	Standard
		470.00	
- Disposal charge	(plus VAT)	230.00	Standard
		700.00	

FEES AND CHARGES

REFUSE COLLECTION

2009/10 £

VAT Treatment

Sale Of Wheeled Containers (Includes Delivery)

New (based on the purchase cost of the container plus a sum for delivery, storage and administration costs)

- 360 litre bin (Families of 6 or more only)	75.00	Outside Scope
- 240 litre bin	65.00	Outside Scope
- 120 litre bin	55.00	Outside Scope

Second hand / refurbished (when available)

- 360 litre bin (Families of 6 or more only)	45.00	Outside Scope
- 240 litre bin	35.00	Outside Scope
- 120 litre bin	25.00	Outside Scope

Special Collections

Collection of bulky items (excluding refrigerators and freezers)

Domestic households

- First three items	35.00	Outside Scope
- Additional item (on same trip)	11.50	Outside Scope

Business Premises

- First three items (plus VAT)	35.00	Standard
- Additional item (on same trip) (plus VAT)	11.50	Standard

Refrigerators and freezers

Commercial size Fridge / Freezer (plus VAT)	80.00	Standard
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The Director of Technical Services has discretion to waive the fee for one special collection made in any 12 month period for households in receipt of Council Tax Benefit or other means tested benefit.

Clinical Waste Collections

Annual charge for a fortnightly bin collection	175	Outside Scope
Charge per collection of a sharps container	30	Outside Scope

FEES AND CHARGES

OTHER ENVIRONMENTAL CHARGES

		2009/10 £	VAT Treatment
<u>FOOD HYGIENE AND HEALTH</u>			
<u>Food Hygiene and Health and Safety Courses (Plus VAT)</u>			
All courses (including those in a foreign language) will be chargeable per person. All fees will be set at the discretion of the Director			Standard
<u>Register of Food Premises</u>			
Complete Register		450.00	Outside Scope
Individual Entries (up to 10) - charge per entry		20.00	Outside Scope
<u>Smokefree Enforcement</u>			
<u>Penalty fines:</u>			
Smoking in a smokefree place (reduced to £30 if paid within 15 days)	Set by Statute	50.00	Outside Scope
Failing to display no-smoking signage (reduced to £150 if paid within 15 days)	Set by Statute	200.00	Outside Scope
<u>AIR POLLUTION FEES</u>			
<u>Application Fees</u>			
Standard Process	Set by Statute	1,470	Outside Scope
Service Stations	Set by Statute	138	Outside Scope
Waste Oil Burners under 0.4MW	Set by Statute	138	Outside Scope
Mobile screening and crushing plant	Set by Statute	1,470	Outside Scope
- 3rd to 7th applications	Set by Statute	878	Outside Scope
- 8th and subsequent applications	Set by Statute	445	Outside Scope
<u>Annual Subsistence Charge</u>			
Standard Process			
- High	Set by Statute	1,540	Outside Scope
- Medium	Set by Statute	1,034	Outside Scope
- Low	Set by Statute	690	Outside Scope
Standard charge where paid quarterly			
- High	Set by Statute	1,574	Outside Scope
- Medium	Set by Statute	1,068	Outside Scope
- Low	Set by Statute	724	Outside Scope
Service Stations	Set by Statute	141	Outside Scope
Waste Oil Burners under 0.4MW	Set by Statute	141	Outside Scope
Odorizing of natural gas	Set by Statute	343	Outside Scope
Mobile screening and crushing plant	Set by Statute	921	
- 3rd to 7th applications	Set by Statute	549	Outside Scope
- 8th and subsequent applications	Set by Statute	282	Outside Scope
<u>Substantial Changes (S10 and S11)</u>			
Standard Process	Set by Statute	936	Outside Scope
Service Stations	Set by Statute	91	Outside Scope
Waste Oil Burners under 0.4MW	Set by Statute	91	Outside Scope
Change to implement an upgrading plan	Set by Statute	137	Outside Scope

FEES AND CHARGES

OTHER ENVIRONMENTAL CHARGES

	2009/10 £	VAT Treatment
<u>MISCELLANEOUS FEES AND CHARGES</u>		
<u>Recycling Initiatives</u>		
Lids for recycling boxes (incl VAT)	3.50	Standard
Green Garden waste sacks - rental cost per year		
Standard Charge for three sacks	40.00	Outside Scope
Reduced price if only two sacks required	35.00	Outside Scope
Reduced price if only one sack required	20.00	Outside Scope
<u>Dog Control Charges</u>		
Statutory Charge for the return of a seized stray dog plus. Set by Statute	25.00	Outside Scope
A collection and admin fee for the return of a seized dog is also payable	60.00	Outside Scope
	85.00	
<u>Register of Authorised Processes</u>		
Complete Register	750.00	Outside Scope
Individual Entry	110.00	Outside Scope
<u>Contaminated Land</u>		
Contaminated Land enquiry for one property	140.00	Outside Scope
Contaminated Land enquiry for more than one property	300.00	
<u>Graffiti Removal (Excluding VAT)</u>		
Removal of extensive graffiti from private property (per hour)	55.00	Standard
<u>Safer Runnymede (Includes VAT)</u>		
CCTV System - Supply of copy video tape	100.00	Standard
CCTV System - Supply of copy photograph	10.00	Standard
CCTV System - Viewing tapes (per hour or part thereof)	35.00	Standard
<u>Sale of Technical Documents</u>		
Fee at discretion of the Director of Technical Services.		Standard

FEES AND CHARGES

ALCOHOL & RELATED LICENCES

2009/10 £

VAT Treatment

Main Application Fee

The application fee for a new premises licence, or conversion or variation of an existing licence is based on rateable values as follows:-

Non City / Town Centre

Band	Rateable Value	Set by Statute	2009/10 £	VAT Treatment
Band A	£0 to £4,300	Set by Statute	100.00	Outside Scope
Band B	£4,301 to £33,000	Set by Statute	190.00	Outside Scope
Band C	£33,001 to £87,000	Set by Statute	315.00	Outside Scope
Band D	£87,001 to £125,000	Set by Statute	450.00	Outside Scope
Band E	£125,001 and above	Set by Statute	635.00	Outside Scope

City / Town Centre where they are exclusively/ primarily used to sell alcohol

Band D	£87,001 to £125,000	Set by Statute	900.00	Outside Scope
Band E	£125,001 and above	Set by Statute	1,905.00	Outside Scope

Annual Charge

The annual charge is due one year after the application fee was paid and is based on rateable values as follows:-

Non City / Town Centre

Band	Rateable Value	Set by Statute	2009/10 £	VAT Treatment
Band A	£0 to £4,300	Set by Statute	70.00	Outside Scope
Band B	£4,301 to £33,000	Set by Statute	180.00	Outside Scope
Band C	£33,001 to £87,000	Set by Statute	295.00	Outside Scope
Band D	£87,001 to £125,000	Set by Statute	320.00	Outside Scope
Band E	£125,001 and above	Set by Statute	350.00	Outside Scope

City / Town Centre where they are exclusively/ primarily used to sell alcohol

Band D	£87,001 to £125,000	Set by Statute	640.00	Outside Scope
Band E	£125,001 and above	Set by Statute	1,050.00	Outside Scope

Exceptionally Large Events

This is an additional charge for large events based on the number of attendees as follows:

5,000 to 9,999	Set by Statute	1,000.00	Outside Scope
10,000 to 14,999	Set by Statute	2,000.00	Outside Scope
15,000 to 19,999	Set by Statute	4,000.00	Outside Scope
20,000 to 29,999	Set by Statute	8,000.00	Outside Scope
30,000 to 39,999	Set by Statute	16,000.00	Outside Scope
40,000 to 49,000	Set by Statute	24,000.00	Outside Scope
50,000 to 59,999	Set by Statute	32,000.00	Outside Scope
60,000 to 69,999	Set by Statute	40,000.00	Outside Scope
70,000 to 79,999	Set by Statute	48,000.00	Outside Scope
80,000 to 89,999	Set by Statute	56,000.00	Outside Scope
90,000 and over	Set by Statute	64,000.00	Outside Scope

FEES AND CHARGES

ALCOHOL & RELATED LICENCES

		2009/10 £	VAT Treatment
<u>Personal Licences</u>			
Application for a grant or renewal of personal licence	Set by Statute	37.00	Outside Scope
<u>Temporary Events</u>			
Temporary event notice	Set by Statute	21.00	Outside Scope
<u>Other Licences</u>			
Theft, Loss, etc. of premises licences or summary	Set by Statute	10.50	Outside Scope
Application for a provisional statement where premises being built etc.	Set by Statute	195.00	Outside Scope
Notification of change of name or address	Set by Statute	10.50	Outside Scope
Application to vary Licence to specify individual as premises supervisor	Set by Statute	23.00	Outside Scope
Application for transfer of premises licence	Set by Statute	23.00	Outside Scope
Interim authority notice following death etc. of licence holder	Set by Statute	23.00	Outside Scope
Theft, loss etc. of certificate or summary	Set by Statute	10.50	Outside Scope
Notification of change of name or alteration of rules of club	Set by Statute	10.50	Outside Scope
Change of relevant registered address of club	Set by Statute	10.50	Outside Scope
Theft, loss etc. of temporary event notice	Set by Statute	10.50	Outside Scope
Theft, loss etc. of personal licence	Set by Statute	10.50	Outside Scope
Duty to notify change of name or address	Set by Statute	10.50	Outside Scope
Right of freeholder etc to be notified of licensing matters	Set by Statute	21.00	Outside Scope

No fee shall be payable in respect of the above licences for an entertainment at a church hall, chapel hall or other similar building occupied in connection with a place of public religious worship, or at a village hall, parish or community hall or other similar building.

At the discretion of the Council no fee may be payable if the entertainment is of an educational or other like character or is given for charitable or other like purposes.

FEES AND CHARGES

GAMBLING LICENCES

		2009/10 £	VAT Treatment
<u>Lotteries and Amusements Act & Gaming Act licences</u>			
Registration of a Society to promote a lottery			
- Initial Application Fee	Set by Statute	40.00	Outside Scope
- Annual	Set by Statute	20.00	Outside Scope
Amusements with prizes permit	Set by Statute	50.00	Outside Scope
Gaming Permit for all cash machines and amusement with prize machines under section 34 (5E) of the Act.	Set by Statute	300.00	Outside Scope
<u>Betting Shop Premises Licences</u>			
Initial Fee	Set by Statute	300	Outside Scope
Annual Fee	Set by Statute	600	Outside Scope
<u>Family Entertainment Centre Licences</u>			
Initial Fee	Set by Statute	750	Outside Scope
Annual Fee	Set by Statute	750	Outside Scope

FEES AND CHARGES

TAXI LICENCES

	2009/10 £	VAT Treatment
<u>Taxi and Hackney Carriage Licensing Fees (Outside Scope of VAT)</u>		
Hackney Carriage/Private Hire Vehicle Licence	170.00	Outside Scope
Taxi Plate & Disc	10.00	Outside Scope
	180.00	
Temporary Hackney Carriage/Private Hire Vehicles for period of 14 days extendable to 28 days when the licence is for a replacement vehicle provided by a specialist company while accident damage repair is carried out on a licensed Hackney Carriage or Private Hire Vehicle		
Taxi Plate & Disc	95.00	Outside Scope
	10.00	Outside Scope
	105.00	
Charge for electrically propelled Private Hire vehicle carrying one passenger	100.00	Outside Scope
<u>Changes to licence</u>		
Change of vehicle during the licensing period (i.e. transfer to replacement vehicle for balance of licence period - existing plate must be returned)	105.00	Outside Scope
Change of vehicle licence type during the licensing period (e.g.. from Hackney Carriage to Private Hire)	105.00	Outside Scope
Change of ownership of a licensed vehicle during the licensing period	105.00	Outside Scope
Change of vehicle registration number during the licensing period (if not part of change of ownership)	105.00	Outside Scope
Change of drivers licence during the licensing period (e.g.. from Private Hire to Hackney Carriage drivers licence)	80.00	Outside Scope
<u>New Applications</u>		
Hackney Carriage Drivers Licence (New application) including DVLA check	220.00	Outside Scope
Private Hire Drivers Licence (New application) including DVLA check	220.00	Outside Scope
Joint fee for preceding 2 items (New application) including DVLA check	240.00	Outside Scope
<u>Renewals</u>		
(including DVLA check where applicable)		
Hackney Carriage Drivers Licence (Renewal)	130.00	Outside Scope
Private Hire Drivers Licence (Renewal)	130.00	Outside Scope
Joint Fee for preceding 2 items (Renewal)	160.00	Outside Scope
<u>Private Hire Operators Licence</u>		
1 vehicle owner/driver	165.00	Outside Scope
2 - 5 vehicles	180.00	
6 - 20 vehicles	270.00	Outside Scope
21 - 50 vehicles	360.00	Outside Scope
Over 50 vehicles	520.00	Outside Scope
<u>Other Fees, Charges and Licences</u>		
Failure to keep appointment / comply with renewal procedures	50.00	Outside Scope
Knowledge test re-take	50.00	
Charge for self adhesive vehicle licence plate	10.00	Outside Scope
Driver's Badge Deposit	50.00	Outside Scope
Copy of Licence	25.00	Outside Scope
New drivers information pack (refundable on application)	10.00	Outside Scope

Any change of vehicle during the licensing period will be charged at the appropriate vehicle licence rate. Credit will not be given for unexpired period of vehicles or drivers licences if the licence is surrendered.

FEES AND CHARGES

OTHER LICENCES

	2009/10 £	VAT Treatment
<u>Annual Animal Licence Fees</u>		
Animal Boarding Establishments	195.00	Outside Scope
Dog Breeders	140.00	Outside Scope
Combined Animal Boarding and Dog Breeding	240.00	Outside Scope
Riding Establishments	215.00	Outside Scope
Riding Establishments (Provisional)	150.00	Outside Scope
Dangerous Wild Animals	350.00	Outside Scope
Pet Shops	195.00	Outside Scope
<u>Vet fees</u>		
If Veterinary Inspections are necessary in order to grant above licences	Recovery of costs incurred	
<u>Registration Fees</u>		
Ear Piercing, Electrolysis, Tattooing and Acupuncture		
- Practitioners	150.00	Outside Scope
- Premises	150.00	Outside Scope
Sex Establishments	1,500.00	Outside Scope
<u>Other Licences and permits</u>		
Scrap Metal Operators Registration	90.00	Outside Scope
Caravan site licences	Set by Statute Free	
Charity collection permits:		
House to house collections	Free	
Street collections	Free	

FEES AND CHARGES

GENERAL HIGHWAYS AND ENGINEERING SERVICES

	2009/10 £	VAT Treatment
<u>Copies of Plans etc. (includes VAT)</u>		
A4 Size	9.00	Standard
A3 Size	10.00	Standard
Larger than A3 size	20.00	Standard
A minimum fee for replying to technical questions	117.00	Standard
The Director of Technical Services has the authority to increase the charge made where substantially more work than usual is required.		
<u>Clearance of Drain Blockages (includes VAT)</u>		
Mon - Thurs 8.30 to 17.00 and Fri 8.30 to 16.30	90.00	Standard
Blockage clearance by rodding only. Price includes minor investigation, but excludes CCTV and jetting services. Charge is per hourly rate, with minimum charge of one hour. No call out fee.		
<u>Rechargeable Works (includes VAT)</u>		
At cost of works plus 20%		Standard
The Director of Finance has authority to vary this rate to ensure that overheads are fully recovered.		

FEES AND CHARGES

CAR PARKING CHARGES

2009/10
£

VAT
Treatment

PAY AND DISPLAY PARKING

(Charges to be amended from 11 January 2009)

Short Stay Parking (Includes VAT)

(Monday to Saturday unless otherwise indicated)

Egham (Precinct and Precinct Extension (Saturdays only), Tesco)

Disabled Persons	No charge	Standard
Fee up to 1 hour	0.50	Standard
Fee 1 to 2 hours	1.00	Standard
Fee 2 to 3 hours	1.50	Standard

Medium Stay Parking (Includes VAT)

(Monday to Saturday)

Virginia Water (Memorial Gardens)

Egham (Hummer Road); Chertsey (Beomonds)

Disabled Person	No charge	Standard
Fee up to 1 hour	0.50	Standard
Fee 1 to 2 hours	1.00	Standard
Fee 2 to 3 hours	1.50	Standard
Fee 3 to 4 hours	2.00	Standard
Fee 4 to 5 hours	2.50	Standard
Fee 5 to 6 hours	3.50	Standard

Long Stay Parking (Includes VAT)

(Monday to Saturday)

Egham (Wasp Farm); Chertsey (Library); Virginia Water (Bourne)
and Addlestone (Garfield Road)

Disabled Person	No charge	Standard
Fee up to 1 hour	0.50	Standard
Fee 1 to 2 hours	1.00	Standard
Fee 2 to 3 hours	1.50	Standard
Fee 3 to 4 hours	2.00	Standard
Fee 4 to 5 hours	2.50	Standard
All Day Fee	4.00	Standard

Lower Scale Car Parks (Includes VAT)

(Monday to Saturday)

St Judes Road, Victoria Street,
Pooley Green and Gogmore Farm

Disabled Person	No charge	Standard
Fee up to 1 hour	0.20	Standard
Fee 1 to 2 hours	0.50	Standard
Fee 2 to 3 hours	1.00	Standard
Fee 3 to 4 hours	1.50	Standard
Fee 4 to 5 hours	2.00	Standard
All Day Fee (Not Gogmore Farm)	4.00	Standard

FEES AND CHARGES

CAR PARKING CHARGES

		2009/10 £	VAT Treatment	
<u>OTHER CAR PARKING CHARGES</u>				
<u>PENALTY CHARGE</u>				
<u>(parking in excess of hours to which a full charge is applicable)</u>				
Unless payment of £25.00 is made within 14 days of issue		50.00	Outside Scope	
<u>(parking in a disabled persons parking place without displaying a badge)</u>				
Unless payment of £35.00 is made within 14 days of issue		70.00	Outside Scope	
<u>SEASONS/PERMIT PARKING (Includes VAT)</u>				
<u>Season Tickets (Monday to Saturday)</u>				
Covering Waspe Farm, The Bourne and Chertsey Library car parks	Resident	(per annum)	250.00	Standard
	Non-resident	(per annum)	500.00	Standard
	Resident	(per quarter)	75.00	Standard
	Non-resident	(per quarter)	150.00	Standard
<u>Car Park Permits (Monday to Saturday)</u>				
Beomonds, Garfield Road, Hummer Road, Memorial Gardens, Precinct Extention, Victoria Street	Resident	(per annum)	250.00	Standard
	Non-resident	(per annum)	500.00	Standard
	Resident	(per quarter)	75.00	Standard
	Non-resident	(per quarter)	150.00	Standard
<u>Contract Car Parking</u>				
Egham (Church Road)		(per annum)	500.00	Standard
		(per quarter)	150.00	Standard
Chertsey (Beomonds/White Hart Row)		(per annum)	500.00	Standard
		(per quarter)	150.00	Standard
Contract Parking Key Deposit (Refundable on return of the key)			40.00	Outside Scope

FEES AND CHARGES

OTHER ECONOMIC DEVELOPMENT SERVICES

	2009/10 £	VAT Treatment
<u>Street Trading Consents</u>		
Basic fee	720.00	Outside Scope
Additional annual charge for each day of the week a trader operates	168.00	Outside Scope
<u>Runnymede Business Directory:</u>		
Hard Copy	FREE	
Digital Copy (Companies within Borough)	63.00	Outside Scope
Digital Copy (Companies outside Borough)	124.00	Outside Scope
<u>Civic Centre Charges</u>		
Council Chamber		
Community use per hour	34.00	Standard
Semi commercial use per hour	68.00	Standard
Commercial use per hour	102.00	Standard
Committee Room		
Community use per hour	17.00	Standard
Semi commercial use per hour	34.00	Standard
Commercial use per hour	51.00	Standard
Meeting Rooms		
Community use per hour	8.00	Standard
Semi commercial use per hour	17.00	Standard
Commercial use per hour	25.00	Standard

FEES AND CHARGES

PLANNING SERVICES

	2009/10 £	VAT Treatment
<u>BOROUGH LOCAL PLAN</u>		
<u>Commercial Organisations</u>		
Borough Local Plan (1986)	52.00	Outside Scope
Borough Local Plan (First Alteration 1989)		
Statement of Consultation	52.00	Outside Scope
Deposit Draft	52.00	Outside Scope
Borough Local Plan (First Alteration 1993)	52.00	Outside Scope
Inspectors Report	52.00	Outside Scope
Borough Local Plan Second Alteration		
Consultation Draft (1995)	52.00	Outside Scope
Deposit Draft (1996)	52.00	Outside Scope
Deposit Draft (1996) - text only	20.00	Outside Scope
Statement of Consultation 1996	20.00	Outside Scope
Runnymede Borough Local Plan :		
Second Alteration Deposit Draft	52.00	Outside Scope
Black and White Proposals map	20.00	Outside Scope
Runnymede Borough Local Plan :		
Second Alteration Proposed Changes	27.00	Outside Scope
Second Alteration Further Proposed Changes	9.00	Outside Scope
Inspectors Report	27.00	Outside Scope
Inspectors Report Appendix	27.00	Outside Scope
<u>Local Residents Groups and Community Groups</u> (representing a broad range of interests)		
Borough Local Plan (1986)	47.00	Outside Scope
Borough Local Plan (First Alteration 1989)		
Statement of Consultation	20.00	Outside Scope
Deposit Draft	47.00	Outside Scope
Borough Local Plan (First Alteration 1993)	47.00	Outside Scope
Inspectors Report	20.00	Outside Scope
Borough Local Plan Second Alteration		
Consultation Draft (1995)	47.00	Outside Scope
Deposit Draft (1996)	47.00	Outside Scope
Deposit Draft (1996) - text only	15.00	Outside Scope
Statement of Consultation 1996	15.00	Outside Scope
Runnymede Borough Local Plan :		
Second Alteration Deposit Draft	47.00	Outside Scope
Black and White Proposals map	15.00	Outside Scope
Runnymede Borough Local Plan :		
Second Alteration Proposed Changes	20.00	Outside Scope
Second Alteration Further Proposed Changes	9.00	Outside Scope
Inspectors Report	20.00	Outside Scope
Inspectors Report Appendix	20.00	Outside Scope

FEES AND CHARGES

PLANNING AND BUILDING CONTROL SERVICES

	2009/10 £	VAT Treatment
<u>Borough Local Plan (Second Alteration) Adopted Version 2001</u>		
Hard Copy (including Proposals Map)	38.00	Outside Scope
Hard Copy (Text only)	25.00	Outside Scope
Hard Copy (Proposals Map only)	13.00	Outside Scope
CD ROM Version	14.00	Outside Scope
Revised Parking Standards	9.00	Outside Scope
The Local Plan is also available on the Internet on www.runnymede.gov.uk/useful info/local plan		
<u>PLANNING FEES</u>		
Planning Control Fees	Set by Statute	Outside Scope
<u>High Hedges Complaint Fee</u>		
– Charge for processing and resolving dispute	525.00	Outside Scope
<u>BUILDING CONTROL FEES</u>		
Set separately by the Planning Committee following guidance issued by the Local Government Association		Standard
Regularisation Fees - set separately by the Planning Committee following guidance issued by the Local Government Association		Outside Scope
<u>Supply of Planning & Building Control histories, technical enquiries, background information and for checking compliance with Planning Consents and Conditions.</u>		
A minimum fee in respect of enquiries involving site inspections for the purpose of checking compliance with planning conditions	178.00	Outside Scope
A minimum fee for general enquiries for the supply of planning and building control histories and background information on sites	70.00	Outside Scope
In addition to the above fees, a pro rata rate is charged after the first hour at (per hour)	49.00	Outside Scope
Advice in respect of works to trees (per hour)	56.00	Standard
Building Control Completion Letter	32.00	Outside Scope
<u>BOOKLETS</u>		
Landscape Strategy	10.00	Zero Rated
Development Trend Booklet - List of Residential Planning Permissions	28.00	Zero Rated
<u>COPIES OF OTHER PLANS (Includes VAT)</u>		
Undetermined Planning Applications:		
A4 Size	0.30	Standard
A3 Size	1.10	Standard
Larger	16.00	Standard
Other Plans:		
A4 Size	9.00	Standard
A3 Size	10.00	Standard
Larger	20.00	Standard

FEEES AND CHARGES

PLANNING AND BUILDING CONTROL SERVICES

	2009/10 £	VAT Treatment
<u>SEARCH AND COPYING FEES (Includes VAT)</u>		
Search and Copying Fees - Planning / Building Control Decision Notices	24.00	Standard
Search and Copying Fees - Tree Preservation Orders	24.00	Standard
Copies of 106 Agreements and Appeal decisions	24.00	Standard
Background Papers / Miscellaneous	2.20	Standard
<u>WEEKLY PLANS LIST (Includes VAT)</u>		
Weekly Planning Lists (Per Annum)	100.00	Standard
Weekly Planning Lists	3.50	Standard
<u>MISCELLANEOUS DOCUMENTS</u>		
Planning Briefs	47.00	Zero Rated
Runnymede Atlas	24.00	Zero Rated

FEES AND CHARGES

CORPORATE AND BUSINESS SERVICES

	2009/10 £	VAT Treatment
<u>SALE OF AGENDAS AND CIVIC PUBLICATIONS</u>		
Sale of Copy Agendas per annum		
Residents Groups etc. - All Committees	110.00	Outside Scope
Residents Groups etc. - Individual Main Committee only (except Planning)	30.00	Outside Scope
Residents Groups etc. - Planning Committee only	90.00	Outside Scope
Commercial Organisations - All Committees	430.00	Outside Scope
Commercial Organisations - Individual Main Committee only (except Planning)	95.00	Outside Scope
Commercial Organisations - Planning Committee only	280.00	Outside Scope
Sale of Copy Agendas - Individual copies	3.00	Outside Scope
Sale of Copy Minute Book		
Residents Groups etc. - per annum	45.00	Outside Scope
Residents Groups etc. - per individual copy	8.00	Outside Scope
Commercial Organisations - per annum	155.00	Outside Scope
Commercial Organisations - per individual copy	40.00	Outside Scope
Sale of Register of Electors - Published registers - Charges set by legislation		
Data Format		Outside Scope
plus for every 1,000 entries or part thereof		Outside Scope
Printed Format		Outside Scope
plus for every 1,000 entries or part thereof		Outside Scope
Sale of Register of Electors - Marked registers - Charges set by legislation		
Data Format		Outside Scope
plus for every 1,000 entries or part thereof		Outside Scope
Printed Format		Outside Scope
plus for every 1,000 entries or part thereof		Outside Scope
<u>LOCAL LAND CHARGES SEARCH FEES</u>		
Personal search - Charge set by the Lord Chancellor		Outside Scope
Each extra taxable assessment - Charge set by the Lord Chancellor		Outside Scope
LLC 1 Search form:-		
Non electronic enquiry	45.00	Outside Scope
On Line enquiry	41.00	Outside Scope
Each extra taxable assessment	5.00	Outside Scope
Search any one part of the register	11.00	Outside Scope
CON 29 Enquiry form:-		
Non electronic enquiry	210.00	Outside Scope
On Line enquiry	193.00	Outside Scope
Each extra taxable assessment	20.00	Outside Scope
Optional part II enquiry	15.00	Outside Scope
Admin fee for optional Part II enquiry (without CON 29)	10.00	Outside Scope
Additional enquiry	32.00	Outside Scope
General:-		
Expedition fee (24 Hours)	37.00	Outside Scope
Copy Search	11.00	Outside Scope
Copy of Legal Agreement	10.00	Standard
Copies of Plans (Fee set by Planning Committee)		
A4	9.00	Standard
A3	10.00	Standard
Larger	20.00	Standard
<u>OTHER CHARGES</u>		
Sale of Magna Carta Scrolls	4.00	Standard
Data Protection Information - per system enquiry	10.00	Outside Scope
Provision of Photocopies of documents under the Local Government (Access to Information Act 1986) (per page)	0.25	Standard
Provision of Photocopies generally		
A4 documents (per page)	0.25	Standard
A3 documents (per page)	0.30	Standard