

FEES AND CHARGES

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Lines coloured grey are statutory fees and not set by the Council

VAT INDICATORS

SS Standard rated sales
 SZ Zero rated sales
 SO Sales outside the scope of VAT
 SE Sales exempt from VAT

Note: Fees and charges are inclusive of VAT where appropriate. The Council reserve the right to change the VAT indicator should the relevant legislation change.

LOCAL LAND CHARGES

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
Local Land Charges					
Local Land Charge 1/Con 29 (Full Search)					
Part 1					
Standard enquiries**					
- One parcel of land	67.50	73.50	6.00	9%	SS
- Each additional parcel	33.00	35.00	2.00	6%	SS
Part 2					
Optional enquiry (printed enquiry)	15.00	15.00	0.00	0%	SS
Each additional enquiry	15.00	15.00	0.00	0%	SS
Local Land Charge 1 Only					
Whole or Part of the Register	15.00	15.00	0.00	0%	SO
Each additional parcel	10.00	10.00	0.00	0%	SO
Common Land Registration	17.50	18.50	1.00	6%	SS

** Includes £23.00 fee paid to Hertfordshire County Council for answering highways questions. The Council reserves the right to increase its fees if Hertfordshire County Council increase this fee.

ELECTORAL REGISTRATION

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Register of Electors					
Paper*					
- base fee	10.00	10.00	0.00	0%	SO
- additional charge per 1,000 (or part) elector names	5.00	5.00	0.00	0%	SO
Data*					
- base fee	20.00	20.00	0.00	0%	SO
- additional charge per 1,000 (or part) elector names	1.50	1.50	0.00	0%	SO
Confirmation of current register residence	16.00	16.00	0.00	0%	SS
Street Index to register	20.00	20.00	0.00	0%	SO
Marked Register and Marked Postal Voters List					
Paper *					
- base fee	10.00	10.00	0.00	0%	SO
- additional charge per 1,000 (or part) elector names	2.00	2.00	0.00	0%	SO
Data*					
- base fee	10.00	10.00	0.00	0%	SO
- additional charge per 1,000 (or part) elector names	1.00	1.00	0.00	0%	SO

* Statutory charges

LEGAL

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Land/Licence Transactions					
Licence to Assign and/or for change of use	622.00	670.00	48.00	7.7%	SS
Licence to Assign with Rent Deposit or AGA	737.00	795.00	58.00	7.9%	SS
All three documents	847.00	915.00	68.00	8.0%	SS
Licence to Underlet	677.00	730.00	53.00	7.8%	SS
Licence for Alterations	616.00	665.00	49.00	8.0%	SS
Registration Fee -					
Notice of Assignment	103.00	111.00	8.00	7.8%	SO
Notice Assignment and Charge combined	103.00	111.00	8.00	7.8%	SO
Charges for new Lease by agreement with Legal Services per hour					
	114.00	123.00	9.00	7.9%	SS
Transfers of land for £1,000 or less no contract					
Registered Title	737.00	795.00	58.00	7.9%	SS
Unregistered Title	847.00	915.00	68.00	8.0%	SS
Grazing Licences					
Deeds of Grant Easements	567.00	612.00	45.00	7.9%	SS
Small Standard Licences for Rights of Way, Cultivating highway land					
	451.00	488.00	37.00	8.2%	SS
Simple Deeds of Variation/Rectification					
	506.00	546.00	40.00	7.9%	SS
Postponement Fee					
Providing DS1 (if not included in a redemption fee)	90.00	97.00	7.00	7.8%	SS
Leasehold Enquiries	113.00	122.00	9.00	8.0%	SS
Administration and copying charges for providing copy RTB/JV Leases					
	45.00	49.00	4.00	8.9%	SS
Section 38 Agreements					
To prepare an agreement for a developer normal hourly rate per hour. For a copy of a completed agreement £40.00 plus £4.50 per plan up to A3 plus £35.00 per plan over A3 size					SS
Section 106 Agreements					
To prepare an agreement for a developer normal hourly rate per hour. To check a standard form unilateral agreement sent out with the planning decision notification £180. For a copy of a completed agreement £35.00 plus £5 per plan up to A3 plus £32.00 per plan over A3 size					SS
S106 Unilateral Undertakings	319.00	345.00	26.00	8.2%	SS

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT
	2023/24	2024/25	2023/24	2023/24	Indicator
	£	£	£	%	

FEES FOR PLANNING APPLICATIONS

All applications for planning permission with the exception of those types of application set out in H below are required by Government legislation to be accompanied by a fee. If the need for more detailed information arises the Town and Country Planning (Fees Applications, Deemed Applications, Requests and Site Visits)(England) Regulations (2012)(as amended) should be consulted.

TYPE OF APPLICATION

A. OUTLINE APPLICATIONS FOR THE ERECTION OF DWELLING HOUSES

- Not more than 0.5 Hectares	NEW	578.00	NEW		SO
- Between 0.5 and 2.5 Hectares	NEW	624.00	NEW		SO
- More than 2.5 Hectares	NEW	15,433.00	NEW		SO
plus £186 for each additional 0.1 hectare in excess of 2.5 Maximum fee £202,500					

OUTLINE APPLICATIONS FOR THE ERECTION OF BUILDINGS (NOT DWELLING HOUSES)

- Not more than 1 Hectare	NEW	578.00	NEW		SO
- Between 1 and 2.5 Hectares (for each 0.1 Hectare)	NEW	624.00	NEW		SO
- More than 2.5 Hectares	NEW	15,433.00	NEW		SO
plus £186 for each additional 0.1 hectare in excess of 2.5 Maximum fee £202,500					

FULL APPLICATIONS (and first submissions of Reserved Matters or Technical Details Consent)

Alterations/extensions to dwelling houses, including works within boundaries

- Single dwelling house or single flat	NEW	258.00	NEW		SO
- Two or more dwelling houses or flats	NEW	509.00	NEW		SO

The erection of dwelling houses

- Not more than 10 dwelling houses (per dwelling house)	NEW	578.00	NEW		SO
- Between 10 and 50 dwelling houses (per dwelling house)	NEW	624.00	NEW		SO
- More than 50 dwelling houses	NEW	30,860.00	NEW		SO
plus £186 for each additional dwelling house in excess of 50 maximum fee of £405,000.					

ERECTION OF BUILDINGS (not dwelling houses, agricultural, glasshouses, plant nor machinery)

Gross floorspace to be created by the development

- No increases in gross floorspace or no more than 40 sqm	NEW	293.00	NEW		SO
- More than 40 but no more than 1,000 sqm (for each 75 sqm or part thereof)	NEW	578.00	NEW		SO
- Between 1,000 and 3,750 sqm (for each 75 sqm or part thereof)	NEW	624.00	NEW		SO
- More than 3,750 sqm	NEW	30,680.00	NEW		SO

plus £186 for each additional 75 sqm (or part thereof) in excess of 3,750 sqm. Maximum fee £405,000.

ERECTION OF BUILDINGS (on land used for agriculture for agricultural purposes)

Gross floorspace to be created by the development

- Not more than 465 sqm	NEW	120.00	NEW		SO
- More than 465 but not more than 540 sqm	NEW	578.00	NEW		SO
- More than 540 but not more than 1000 sqm	NEW	578.00	NEW		SO

for the first 540sqm plus £578 for each additional 75 sqm in excess of 540 sqm

- Between 1,000 sqm and 4,215sqm for first 1,000 sqm plus £624 for each additional 75 sqm in excess of 1,000 sqm	NEW	624.00	NEW		SO
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- More than 4215sqm plus £186 for each additional sqm (or part thereof) in excess of 4215sqm. Maximum fee of £405,000.	NEW	30,860.00	NEW		SO
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PLANNING FEES

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
ERECTION OF GLASSHOUSES (on land used for agriculture for agricultural purposes)					
Gross floorspace to be created by the development					
- Not more than 465 sqm	NEW	120.00	NEW		SO
- More than 465 but not more than 1,000 sqm	NEW	3,225.00	NEW		SO
- 1,000 sqm or more	NEW	3,483.00	NEW		SO
ERECTION/ALTERATIONS/REPLACEMENT OF PLANT AND MACHINERY					
- Not more than 1 Hectare (for each 0.1 Hectare)	NEW	578.00	NEW		SO
- More than 1 Hectare but not more than 5 Hectares (for each 0.1 Hectare)	NEW	624.00	NEW		SO
- More than 5 Hectares plus £186 for each additional 0.1 Hectare in excess of 5 Hectares. Maximum fee of £405,000.	NEW	30,860.00	NEW		SO
APPLICATIONS OTHER THAN BUILDING WORKS					
Car Parks, service roads or other access (for existing uses)	234.00	293.00	59.00	25.2%	SO
Waste (use of land for disposal or refuse or waste materials)					
- Not more than 15 Hectares (for each 0.1 Hectare)	NEW	316.00	NEW		SO
- More than 15 Hectares plus £186 for each additional 0.1 Hectare. Maximum fee of £105,300	NEW	47,161.00	NEW		SO
Operations connected with exploratory drilling for oil or natural gas					
- Not more than 7.5 Hectares (for each 0.1 Hectare)	NEW	686.00	NEW		SO
- More than 7.5 Hectares plus £204 for each additional 0.1 Hectare in excess of 7.5 Hectares. Maximum fee £405,000.	NEW	51,395.00	NEW		SO
Operations (other than exploratory drilling) for the winning and working of oil or natural gas					
- Not more than 15 Hectares (for each 0.1 Hectare)	NEW	347.00	NEW		SO
- More than 15 Hectares plus additional £204 for each 0.1 hectare in excess of 15 hectares. Maximum fee of £105,300	NEW	52,002.00	NEW		SO
Other operations (not coming within any of the above categories)					
- Any site area (for each 0.1 hectare. Maximum fee of £2,535)	234.00	293.00	59.00	25.2%	SO
Change of use of a building to use as one or more separate dwelling houses or other cases					
- Not more than 10 dwelling houses (for each dwelling house)	NEW	578.00	NEW		SO
- Between 10 and 50 dwelling houses (for each dwelling house)	NEW	624.00	NEW		SO
- More than 50 dwelling houses plus £186 for each additional dwelling house in excess of 50. Maximum fee of £405,000	NEW	30,860.00	NEW		SO
Other Changes of Use of a building or land	462.00	578.00	116.00	25.1%	SO
LAWFUL DEVELOPMENT CERTIFICATE					
- Existing use or operation	NEW	Same as Full	NEW		SO
- Existing use or operation - lawful not to comply with any condition or limitation	NEW	293.00	NEW		SO
- Proposed use or operation		Half the normal planning fee			
PRIOR APPROVAL (UNDER PERMITTED DEVELOPMENT RIGHTS)					
Larger Home Extension	NEW	120.00	NEW		SO
Additional storeys on a home	NEW	120.00	NEW		SO
Agricultural and Forestry buildings & operations	96.00	120.00	24.00	25.0%	SO
Demolition of buildings	96.00	120.00	24.00	25.0%	SO
Communications (previously referred to as 'Telecommunications Code Systems Operators')	462.00	578.00	116.00	25.1%	SO

PLANNING FEES

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
Prior approval continued					
Change of use from Commercial/Business/Service (Use Class E), or Betting Office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)	NEW	120.00	NEW		SO
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) to a State Funded School	NEW	120.00	NEW		SO
Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School	96.00	120.00	24.00	25.0%	SO
Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible commercial use within Commercial/Business/Service (Use Class E), Storage or Distribution (Use Class B8), or Hotels (Use Class C1)	NEW	120.00	NEW		SO
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Use Class C3) - fee for each dwelling house	NEW	125.00	NEW		SO
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	NEW	120.00	NEW		SO
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3) if it includes building operations in connection with the change of use	NEW	258.00	NEW		SO
Change of use of a building from Betting Office, Pay Day Loan Shop, Launderette; a mixed use combining one of these uses and use as Dwellinghouse(s); or Hot Food Takeaways to Dwellinghouses (Use Class C3)	NEW	120.00	NEW		SO
As above and if it includes building operations in connection with the change of use	NEW	258.00	NEW		SO
Change of Use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos to Dwellinghouses (Use Class C3)	NEW	120.00	NEW		SO
As above and if it includes building operations in connection with the change of use	NEW	258.00	NEW		SO
Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use	96.00	120.00	24.00	25.0%	SO
Provision of Temporary School Buildings on Vacant Commercial Land and the use of that land as a State-funded School for up to 3 Academic Years	96.00	120.00	24.00	25.0%	SO
Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	96.00	120.00	24.00	25.0%	SO
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	96.00	120.00	24.00	25.0%	SO
Erection, extension, or alteration of a university building	NEW	120.00	NEW		SO
Movable structure within the curtilage of a historic visitor attraction, or listed pub/restaurant/etc	NEW	120.00	NEW		SO
Erection, extension or alteration on a closed defence site by or on behalf of the Crown of single living accommodation and/or non-residential buildings	NEW	120.00	NEW		SO
Construction of new dwellings					
- Not more than 10 dwelling (fee for each dwelling house)	NEW	418.00	NEW		SO
- Between 10 and 50 dwellings (fee for each dwelling house)	NEW	451.00	NEW		SO
- More than 50 dwellings	16,525.00	22,309.00	5,784.00	35.0%	SO
plus £135 for each dwellinghouse in excess of 50. Maximum fee of £405,000					

PLANNING FEES

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
RESERVED MATTERS					
- Approval of Reserved Matters following outline approval	NEW	Full fee due	NEW		SO
- Approval of Reserved Matters following outline approval, if the full fee has already been paid	NEW	578.00	NEW		SO
REMOVAL/VARIATION/APPROVAL/DISCHARGE OF CONDITION					
- Removal or variation of condition following grant of permission	NEW	293.00	NEW		SO
- Discharge of conditions - Householder	NEW	43.00	NEW		SO
- All other permissions	NEW	145.00	NEW		SO
ADVERTISING					
Relating to the business on the premises	NEW	165.00	NEW		SO
Advance signs which are not situated on or visible from the site - directing the public to the business	NEW	165.00	NEW		SO
Other advertisements	NEW	578.00	NEW		SO
NON MATERIAL AMENDMENT FOLLOWING GRANT OF PLANNING PERMISSION					
Householder developments	NEW	43.00	NEW		SO
Any other development	NEW	293.00	NEW		SO
PERMISSION IN PRINCIPLE					
Site Area (for each 0.1 Hectare)	NEW	503.00	NEW		SO
APPLCIATION TYPES WITH NO FEE					
Listed Building Consent	NEW	0.00	NEW		SO
Planning Permission for relevant demolition in a Conservation Area	NEW	0.00	NEW		SO
Works to Trees	NEW	0.00	NEW		SO
Hedgerow removal notice	NEW	0.00	NEW		SO
PLANNING PUBLICATIONS & OTHER CHARGES					
Fees - Planning professional services (per hour)	144.00	200.00	56.00	38.9%	SS
High Hedge Complaints	287.50	400.00	112.50	39.1%	SS
SUPPLY & PHOTOCOPY (per item unless indicated otherwise)					
- Decision Notices / Planning Applications	23.00	25.50	2.50	10.9%	SS
- Section 106 agreement	45.50	50.00	4.50	9.9%	SS
- Plans (up to and including A3)	6.00	7.00	1.00	16.7%	SS
- Plans (larger than A3)	44.50	48.50	4.00	9.0%	SS
- Misc. A4 documents (other than those specified above):					
: Minimum charge (up to 6 sheets)	2.70	3.00	0.30	11.1%	SS
Tree Preservation Orders (per document) posted	38.00	42.00	4.00	10.5%	SS
Tree Preservation Orders (per document) emailed	19.00	21.00	2.00	10.5%	SS
Completion Certificates (post facto)	39.00	43.00	4.00	10.3%	SS
PUBLICATIONS					
Local Plan*					
Written Statement + Policies Map - plus £3.00 p&p	47.00	51.50	4.50	9.6%	SS
Written statement only	30.00	33.00	3.00	10.0%	SS
Proposals map only plus £1.00 p&p	21.00	23.00	2.00	9.5%	SS
Borough wide supplementary planning guidance, plus £1 p&p	14.00	15.50	1.50	10.7%	SS
Local Plan Inspector's Report plus £3.00 p&p	35.00	38.50	3.50	10.0%	SS
Previous local plans and reports (where available) plus £3.00 p&p	35.00	38.50	3.50	10.0%	SS
Supplementary Planning Guidance and Development Briefs	14.00	15.50	1.50	10.7%	SS
Consultant and Technical Studies (incl p&p)	123.50	136.00	12.50	10.1%	SS
*Applies to latest version and previous versions at Draft, Submission, and Main Modifications stages					
Existing Properties					
Change of existing house name or adding an alias name (per change)	NEW	105.00			SO
New & Subdivision					
1 Plot	NEW	105.00			SO
2 - 24 Plots (per plot)	NEW	75.00			SO
25 - 49 Plots (per plot)	NEW	65.00			SO
50 - 74 Plots (per plot)	NEW	55.00			SO

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT
	2023/24 £	2024/25 £	2023/24 £	2023/24 %	Indicator
75 - 99 Plots per address (per plot)	NEW	45.00			SO
100 + Plots (per plot)	NEW	35.00			SO
Naming of a street (per street)	NEW	260.00			SO
Naming of a block/building excluding houses (per block/building)	NEW	260.00			SO
Change to a development layout after notification (per change)	NEW	85.00			SO
Scanning & Emailing Documents					
Plans (up to and including A3)	2.60	2.90	0.30	11.5%	SS
Plans (larger than A3)	21.00	23.00	2.00	9.5%	SS
Decision Notices	9.00	10.00	1.00	11.1%	SS
S106 Agreements	22.00	24.00	2.00	9.1%	SS

PLANNING FEES

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
Pre-Planning Advice & Guidance					
Band A					
i) Major proposals of 10-24 dwellings/ development of 1,000-2,499sq.m/ other development of sites over 0.5 ha;	2,070.00	2,280.00	210.00	10.1%	SS
ii) Major proposals of 25-49 dwellings/development of 2,500-4,999sq.m;	3,105.00	3,415.00	310.00	10.0%	SS
iii) Major proposals of 50-99 dwellings/development of 5,000-9,999sq.m;	5,980.00	6,580.00	600.00	10.0%	SS
iv) Major proposals of 100-199 dwellings/development of 10,000-19,999sq.m;	8,625.00	9,490.00	865.00	10.0%	SS
Major proposals of 200+ dwellings/development of 20,000sq.m+		Price on Application			SS
Band B					
i) Minor proposals of 1 dwelling/development less than 150sq.m;	328.00	361.00	33.00	10.1%	SS
ii) Minor proposals of 2-9 dwellings/development of 150-999sq.m;	575.00	635.00	60.00	10.4%	SS
Band C					
i) Householders; Advertisements	93.50	103.00	9.50	10.2%	SS
* Note - Borough residents may obtain limited advice through the Duty Planner service free of charge					
Optional Additional Service Fees					
Band A (i)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)	172.50	190.00	17.50	10.1%	SS
Meeting Via Microsoft TEAMS (upto 30 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Additional Officer attendance (per officer/per hour)	138.00	152.00	14.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	575.00	632.50	57.50	10.0%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	862.50	950.00	87.50	10.1%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)	1,150.00	1,265.00	115.00	10.0%	SS
Band A (ii)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)	172.50	190.00	17.50	10.1%	SS
Meeting Via Microsoft TEAMS (upto 30 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Additional Officer attendance (per officer/per hour)	138.00	152.00	14.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	575.00	633.00	58.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	862.50	950.00	87.50	10.1%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)	1,150.00	1,265.00	115.00	10.0%	SS

PLANNING FEES

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
Band A (iii)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)			Included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 30 mins)			Up to 2 x meetings with 2 x attending officers included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)			Up to 2 x meetings with 2 x attending officers included in pre-planning advice		
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)			Up to 2 x meetings with 2 x attending officers included in pre-planning advice		
Additional Officer attendance (per officer/per hour)	138.00	152.00	14.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	575.00	633.00	58.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	862.50	950.00	87.50	10.1%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)	1,150.00	1,265.00	115.00	10.0%	SS
Band A (iv)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)			Included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 30 mins)			Up to 2 x meetings with 3 x attending officers included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)			Up to 2 x meetings with 3 x attending officers included in pre-planning advice		
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)			Up to 2 x meetings with 3 x attending officers included in pre-planning advice		
Additional Officer attendance (per officer/per hour)	138.00	152.00	14.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	575.00	633.00	58.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	862.50	950.00	87.50	10.1%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)	1,150.00	1,265.00	115.00	10.0%	SS
Band B (i)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)	172.50	190.00	17.50	10.1%	SS
Meeting Via Microsoft TEAMS (upto 30 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)	172.50	190.00	17.50	10.1%	SS
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)	172.50	190.00	17.50	10.1%	SS
Additional Officer attendance (per officer/per hour)	138.00	152.00	14.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	575.00	633.00	58.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	862.50	950.00	87.50	10.1%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)			Not offered		

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Band B (ii)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)	172.50	190.00	17.50	10.1%	SS
Meeting Via Microsoft TEAMS (upto 30 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Additional Officer attendance (per officer/per hour)	138.00	152.00	14.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	575.00	633.00	58.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	862.50	950.00	87.50	10.1%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)			Not offered		
Band C					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)	172.50	190.00	17.50	10.1%	SS
Meeting Via Microsoft TEAMS (upto 30 mins)	138.00	152.00	14.00	10.1%	SS
Meeting Via Microsoft TEAMS (upto 60 mins)	172.50	190.00	17.50	10.1%	SS
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)	172.50	190.00	17.50	10.1%	SS
Additional Officer attendance (per officer/per hour)	138.00	152.00	14.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	575.00	633.00	58.00	10.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	862.50	950.00	87.50	10.1%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)			Not offered		
Planning Performance Agreements			Price on Application		SS

PLANNING FEES

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
S106 Monitoring Fee					
Minor Developments (Less than 10 units)					
Price per house	115.00	127.00	12.00	10.4%	SO
and/or 1,000sqm commercial floor space up to 1,000sqm	115.00	127.00	12.00	10.4%	SO
Major (small) development 10-100 units and or 1,000sqm to 10,000sqm commercial floor space					
Price up to 10 units	115.00	127.00	12.00	10.4%	SO
Price per each additional unit up to 100 units	86.00	95.00	9.00	10.5%	SO
Price per house up to 10 units	NEW	125.00			SO
Price per each additional unit up to 100 units	NEW	93.00			SO
Major (large) development (100-250 units) and/or 10,000 75,000sqm commercial floor space		Agreed by negotiation			SO
Exceptional site (250+ units) and or +75,000sqm commercial floor space		Agreed by negotiation			SO
S106 Queries - Responding to solicitors enquiries relating to conveyancing matters	NEW	300.00			SO
Applicaton for the Modification or Discharge of a S106 Planning Obligation	NEW	Price on application			SO
Fees for planning applications that are withdrawn by the applicant, with no subsequent re-submission:					
Householder applications, advertisements consents and similar applications	NEW	40.00			SO
Minor applications, applications for Certificates of Lawfulness and similar applications	NEW	40.00			SO
Major development and similar applications	NEW	160.00			SO
Enforcement Queries - Responding to solicitors enquiries relating to conveyancing matters of an enforcement nature	NEW	500.00			SO
Biodiversity Net Gain Monitoring Fee (Price includes an administration fee)	NEW	tbc			SO

BUILDING CONTROL FEES

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
The Building Control function is now performed by Hertfordshire Building Control Ltd					
https://www.hertfordshirebc.co.uk/					
OTHER FEES					
Charge for viewing archived building regulation plans, per hour, (may be waived for certain applicants such as school children)	39.50	42.60	3.10	7.8%	SS
Written response to solicitor's enquiries*	50.50	54.50	4.00	7.9%	SS
* in lieu of completion certificates or decision notices					
Copies of documents					
Building Control Completion Certificates (post facto)	37.50	40.40	2.90	7.7%	SS
Building Control Completion Certificates (email)	19.00	20.50	1.50	7.9%	SS
Building Regulations Approvals (post facto)	22.00	23.70	1.70	7.7%	SS
Building Regulations Approvals (email)	11.50	12.40	0.90	7.8%	SS

Hertfordshire Building Control Ltd are only responsible for providing information since 01.04.2016. Any information before that lies with Broxbourne Council. A fee is charged for providing copies of achieved completion certificates and approvals by the Planning team.

LOCAL LICENSING

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
ENVIRONMENTAL HEALTH					
The Animal Welfare Act 2006					
The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2019					
Higher Tier Activities					
New Licence					
Initial application					
Dog Daycare Centres (6 or more dogs)	512.50	553.00	40.50	7.9%	SO
Commercial Kennels for Dogs	512.50	553.00	40.50	7.9%	SO
Dog Breeding	512.50	553.00	40.50	7.9%	SO
Boarding for Cats (Catteries)	512.50	553.00	40.50	7.9%	SO
Hiring out Horses	512.50	553.00	40.50	7.9%	SO
Selling Animals as Pets (Pet Shops)	512.50	553.00	40.50	7.9%	SO
Renewal for all Higher Tier Activities	452.00	488.00	36.00	8.0%	SO
Lower Tier Activities					
New Licence					
Day Care for Dogs (5 or less dogs)	434.00	468.00	34.00	7.8%	SO
Home Boarding for Dogs	434.00	468.00	34.00	7.8%	SO
Keeping or Training Animals for Exhibition	434.00	468.00	34.00	7.8%	SO
Pre Application advice (per hour)	NEW	50.00	NEW		SO
Renewal for all Lower Tier Activities	382.50	412.00	29.50	7.7%	SO
Additional Fees (Applicable to all Higher and Lower Tier Animal Activity Licences)					
Additional Activity	51.50	55.50	4.00	7.8%	SO
Variation of Licence	177.50	191.50	14.00	7.9%	SO
Re-rating Visit	177.50	191.50	14.00	7.9%	SO
Compliance Visits (where greater than one visit required in licensable period - Lower Tier)	113.00	122.00	9.00	8.0%	SO
Compliance Visits (where greater than one visit required in licensable period - Higher Tier)	144.50	156.00	11.50	8.0%	SO
Transfer of Licence	57.00	61.50	4.50	7.9%	SO
Copy of Licence	34.00	36.50	2.50	7.4%	SO
Dangerous Wild Animals Act, 1976					
2 Year Licence	643.50	694.00	50.50	7.8%	SO
Zoo Licensing Act, 1981					
- Licence					
a) New application*					SO
b) Renewal (every 6 years)*			Price on application		SO
c) Transfer Licence*					SO
d) Annual Inspection *					SO
* plus veterinary inspector's fee					
Health Certificate					
Food hygiene Re rating Re visit	289.50	312.00	22.50	7.8%	SO
Fees Per Application , plus disbursements	162.00	175.00	13.00	8.0%	SO
Environmental health professional fees, per hour	142.00	153.00	11.00	7.7%	SO
Acupuncture, Tattooing, Ear Piercing & Electrolysis					
- Registration					
a) Applicant	321.50	347.00	25.50	7.9%	SO
b) Premises	321.50	347.00	25.50	7.9%	SO
- Amendment to existing registration	118.00	127.00	9.00	7.6%	SO
- Amendment to existing ear piercing registration	49.50	53.50	4.00	8.1%	SO

LOCAL LICENSING

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
ISSUE OF PERMITS - STATUTORY					
Skip licence - up to 7 days (set by Herts County Council)	39.00	39.00	0.00	0.0%	SO
-for each additional 7 days	18.00	18.00	0.00	0.0%	SO
Scaffolding/hoarding (set by Herts County Council)					
- up to first 14 days	96.00	96.00	0.00	0.0%	SO
- thereafter per week or part thereof	43.00	43.00	0.00	0.0%	SO
NB These charges are set by the County Council and all requests for skip and scaffold licences will have to be charged at HCC rates which might change periodically.					
Control of Sex Establishments					
- Annual Licence					
a) New application	1,210.00	4,000.00	2,790.00	230.6%	SO
b) Renewal	1,210.00	4,000.00	2,790.00	230.6%	SO
- Transfer Licence	1,210.00	4,000.00	2,790.00	230.6%	SO
Street Trading	586.50	633.00	46.50	7.9%	SO
Street Café Pavement Licence - annual licence fee	100.00	100.00	0.00	0.0%	SO
Caravan Site Licence		Price on application			SO
TAXI & PRIVATE HIRE LICENSING					
Driver licence (3 year duration)					
a) New application	148.50	160.00	11.50	7.7%	SO
b) Renewal	127.50	135.00	7.50	5.9%	SO
Change of Licence Type	21.50	22.00	0.50	2.3%	SO
Replacement of lost badge	21.50	22.00	0.50	2.3%	SO
Knowledge Test	42.50	46.00	3.50	8.2%	SO
Enhanced DBS Application	0.00	55.00	55.00	0.0%	SO
Annual Vehicle Licence					
a) New application (standard vehicle)	169.50	170.00	0.50	0.3%	SO
b) Renewal under 7 years (standard vehicle)	160.00	160.00	0.00	0.0%	SO
c) Renewal over 7 years (standard vehicle)	0.00	200.00	200.00	0.0%	SO
d) New application Wheelchair accessible/hybrid/electric	85.00	85.00	0.00	0.0%	SO
e) Renewal Wheelchair accessible/hybrid/electric under 7 years	75.00	80.00	5.00	6.7%	SO
f) Renewal Wheelchair accessible/hybrid/electric over 7 years	115.00	100.00	(15.00)	-13.0%	SO
Plate for temporary vehicle/Mid-year vehicle change	63.50	63.50	0.00	0.0%	SO
Change of licence type	60.00	63.50	3.50	5.8%	SO
Replacement of lost plate/Additional plate for trailer	27.00	27.00	0.00	0.0%	SO
Executive/Special Event Disc	5.50	5.50	0.00	0.0%	SO
Copy of Licence	15	15.00	0.00	0.0%	SO
Operator's Licence (5 year duration)					
a) New application	220.00	240.00	20.00	9.1%	SO
b) Renewal	220.00	220.00	0.00	0.0%	SO
c) Alterations of liable parties	NEW	10.50	NEW		SO

LOCAL LICENSING

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
Scrap Metal Dealers					
a) Site licence (3 years)	350.00	350.00	0.00	0.0%	SO
b) Collectors licence (3 years)	225.00	225.00	0.00	0.0%	SO
c) Licence variation	60.00	60.00	0.00	0.0%	SO
Housing Act 2004 (not statutory)					
Service of Notice	664.00	730.00	66.00	9.9%	SO
HMO licence	1,400.00	1,650.00	250.00	17.9%	SO
Per additional room over five bedrooms	90.50	150.00	59.50	65.7%	SO
Liquor, Entertainment & Refreshment Licensing (Statutory unless otherwise stated)					
New applications					
Band A = Premises where rateable value of £0 to £4,300	100.00	100.00	0.00	0.0%	SO
Band B = Premises where rateable value of £4,301 to £33,000	190.00	190.00	0.00	0.0%	SO
Band C = Premises where rateable value of £33,001 to £87,000	315.00	315.00	0.00	0.0%	SO
Band D = Premises where rateable value of £87,001 to £125,000	450.00	450.00	0.00	0.0%	SO
Band E = Premises where rateable value of £125,001 and above	635.00	635.00	0.00	0.0%	SO
Renewals					
Band A = Premises where rateable value of £0 to £4,300	70.00	70.00	0.00	0.0%	SO
Band B = Premises where rateable value of £4,301 to £33,000	180.00	180.00	0.00	0.0%	SO
Band C = Premises where rateable value of £33,001 to £87,000	295.00	295.00	0.00	0.0%	SO
Band D = Premises where rateable value of £87,001 to £125,000	320.00	320.00	0.00	0.0%	SO
Band E = Premises where rateable value of £125,001 and above	350.00	350.00	0.00	0.0%	SO
Permitted, temporary activities, personal licences & miscellaneous					
Section 25 (theft, loss, etc. of premises licence or summary)	10.50	10.50	0.00	0.0%	SO
Section 29 (application for a provisional statement where premises being built, etc)	315.00	315.00	0.00	0.0%	SO
Section 33 (notification of change of name or address)	10.50	10.50	0.00	0.0%	SO
Section 37 (application to vary licence to specify individual as premises supervisor)	23.00	23.00	0.00	0.0%	SO
Section 42 (application for transfer of premises licence)	23.00	23.00	0.00	0.0%	SO
Section 47 (interim authority notice following death, etc. of licence holder)	23.00	23.00	0.00	0.0%	SO
Section 79 (theft, loss, etc. of certificate or summary)	10.50	10.50	0.00	0.0%	SO
Section 82 (notification of change of name or alteration of rules of club)	10.50	10.50	0.00	0.0%	SO
Section 82 (1) or (2) (change of name or alteration of rules of club)	10.50	10.50	0.00	0.0%	SO
Section 100 (temporary event notice)	21.00	21.00	0.00	0.0%	SO
Section 110 (theft, loss, etc. of temporary event notice)	10.50	10.50	0.00	0.0%	SO
Section 117 (application for a grant or renewal of personal licence)	37.00	37.00	0.00	0.0%	SO
Section 126 (theft, loss, etc. of personal licence)	10.50	10.50	0.00	0.0%	SO
Section 127 (duty to notify change of name or address)	10.50	10.50	0.00	0.0%	SO
Section 178 (right of freeholder etc., to be notified of licensing matters)	21.00	21.00	0.00	0.0%	SO

LOCAL LICENSING

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Gaming Act 2005 (Statutory)					
- Bingo Club					
a) New Application	2625.00	2625.00	0.00	0.0%	SO
b) Annual Fee	750.00	750.00	0.00	0.0%	SO
c) Variation	1315.00	1315.00	0.00	0.0%	SO
- Adult Gaming Centres					
a) New Application	1,500.00	1,500.00	0.00	0.0%	SO
b) Annual Fee	750.00	750.00	0.00	0.0%	SO
c) Variation	750.00	750.00	0.00	0.0%	SO
- Family Entertainment Centres					
a) New Application	1,500.00	1,500.00	0.00	0.0%	SO
b) Annual Fee	750.00	750.00	0.00	0.0%	SO
c) Variation	750.00	750.00	0.00	0.0%	SO
- Betting Premises					
a) New Application	1,500.00	1,500.00	0.00	0.0%	SO
b) Annual Fee	450.00	450.00	0.00	0.0%	SO
c) Variation	450.00	450.00	0.00	0.0%	SO
Lottery Registration (Statutory)					
Annual permit					
a) New Application	40.00	40.00	0.00	0.0%	SO
b) Renewal	20.00	20.00	0.00	0.0%	SO
Gaming Machines (Statutory)					
Licensed premises machine notification (up to 2 machines)	50.00	50.00	0.00	0.0%	SO
Licensed premises gaming machine permit application (more than 2 machines)	150.00	150.00	0.00	0.0%	SO
Annual fee	50.00	50.00	0.00	0.0%	SO
Club premises machine permit application	100.00	100.00	0.00	0.0%	SO
Annual fee	50.00	50.00	0.00	0.0%	SO

TEMPORARY ACCOMMODATION

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
COUNCIL HOSTELS: RENTS AND SERVICE CHARGES					
A 5% increase in the rent has been applied. Services such as utilities, maintenance and cleaning have been included in the rental costs below:					
Rents					
Rate per week					
- Size 1 small	231.00	262.50	31.50	13.6%	SO
- Size 2 medium	254.00	297.00	43.00	16.9%	SO
- Size 3 large	271.50	323.00	51.50	19.0%	SO
- Size 4 extra large	271.50	323.00	51.50	19.0%	SO
- 2 bed flat	330.50	397.00	66.50	20.1%	SO
- 15a Burford Street (3 bedroom)	350.00	427.50	77.50	22.1%	SO
Service Charges					
Service Charge per day					
- Size 1 small	3.85	3.85	0.00	0.0%	SO
- Size 2 medium	3.85	4.30	0.45	11.7%	SO
- Size 3 large	3.85	4.80	0.95	24.7%	SO
- Size 4 extra large	3.85	4.80	0.95	24.7%	SO
- 2 bed flat	3.85	5.30	1.45	37.7%	SO
OTHER NIGHTLY PAID: RENTS AND SERVICE CHARGES					
Room Charges					
Charged on cost basis					
Other Nightly Paid Service Charges					
Service charge per day	5.00	5.40	0.40	8.0%	SO
OTHER SERVICES					
Lock out charge*	250.00	250.00	0.00	0.0%	SS
*This fee is the maximum which may be varied at the discretion of the Director of Finance.					

OTHER COUNCIL SERVICES

	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
ABANDONED VEHICLES (Statutory)					
The prescribed sum for determining the charges recoverable for the removal of vehicles starts from £150. and Storage fees are charged separately.					Disposal
- Removal	250.00	250.00	0.00	0.0%	SO
- Storage per day	20.00	20.00	0.00	0.0%	SO
VEHICLE REMOVED AND DISPOSED OF AT OWNER'S REQUEST					
	48.50	52.30	3.80	7.8%	SS
FIXED PENALTY NOTICES					
Fixed Penalty Notices (Duty of Care)	300.00	400.00	100.00	33.3%	SO
Fixed Penalty Notices (if paid within 10 days)	200.00	300.00	100.00	50.0%	SO
Fixed Penalty Notices for littering	100.00	150.00	50.00	50.0%	SO
Fixed Penalty Notices for littering (if paid within 10 days)	75.00	100.00	25.00	33.3%	SO
Public Space Protection Order fines	100.00	100.00	0.00	0.0%	SO
FLY TIPPING					
Charge for returning fly posters - per poster	37.00	40.00	3.00	8.1%	SS
Fixed Penalty Notice for Fly Tipping	400.00	400.00	0.00	0.0%	SO
Fixed Penalty Notice for Fly Tipping (if paid within 10 days)	300.00	300.00	0.00	0.0%	SO
CCTV download (for insurance)					
	10.00	10.00	0.00	0.0%	SS
MARKETS					
- Stall space per day, paying by cash/cheque - Waltham Cross	26.00	26.00	0.00	0.0%	SS
- Stall space per day, paying by direct debit - Waltham Cross	23.65	23.65	0.00	0.0%	SS
- Stall space per day, paying by cash/cheque - Hoddesdon	24.00	24.00	0.00	0.0%	SS
- Stall space per day, paying by direct debit - Hoddesdon	21.80	21.80	0.00	0.0%	SS
- Farmers' market trader, per day	10.00	10.00	0.00	0.0%	SS
- Casual trader per day	32.00	32.00	0.00	0.0%	SS
Special pricing arrangements are offered during the year at all markets to encourage new and retain existing traders (e.g. winter attendance discounts pay for 4 weeks and the 5th week is free and 10% discount if fees paid by direct debit)					Price on application
Note: The normal daily pitch fee will be charged for non attendance					
STRAY DOGS					
Collection / Return of dog (per dog)	50.00	50.00	0.00	0.0%	SO
Kennel Admission fee	10.00	20.00	10.00	100.0%	SO
Note: Collection fee is the statutory collection fee as prescribed in the Environmental Protection (stray dogs) Regulations 1992					

OTHER COUNCIL SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
GRAPHIC DESIGN					
Graphic Design services		Price on application			SS
OFFICE SERVICES					
Printing services		Price on application			SS
Stationery purchases		Price on application			SS
ENGINEERING FEES					
- Traffic Regulation Orders		Price on application			SS
- Traffic Regulation Orders not exceeding 5 days		Price on application			SS
- Confirming local land search & review of adoption certificates	39.50	42.50	3.00	7.6%	SO
- Copies of Traffic Regulation Orders	49.50	53.50	4.00	8.1%	SS
- Copies of s38 / s278 highway agreements	49.50	53.50	4.00	8.1%	SS
- Plans (up to and including A3)	5.50	5.95	0.45	8.2%	SS
- Plans (larger than A3)	39.50	42.50	3.00	7.6%	SS
- Cost per hour on consultancy matters	99.00	107.00	8.00	8.1%	SS
The following fees are set by Hertfordshire County Council					
- Temporary Traffic Regulation Orders		Price on application			SO
- Temporary Traffic Regulation Orders not exceeding 5 days		Price on application			SO
ROADWORKS					
Vehicle Crossings - charges are set by the County Council and all requests for a vehicle crossover will be charged at HCC rate					
LAND ENQUIRIES BY UTILITY COMPANIES					
Surveyor fees per hour	158.00	174.00	16.00	10.1%	SS
Administration staff fees per hour	76.00	83.50	7.50	9.9%	SS
ENVIRONMENTAL HEALTH					
Contaminated Land					
- Individual entry from contaminated land register - ICO charge	14.00	15.10	1.10	7.9%	SE
- Environmental information enquiries (per domestic dwelling - where permissible)	125.50	135.40	9.90	7.9%	SE
Other environmental information enquiries (incl. commercial and/or development land) per hour - where permissible	130.00	140.20	10.20	7.8%	SS

OTHER COUNCIL SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
PRIVATE WATER SUPPLY TESTING (Externally determined)					
(Statutory Guidance applies in relation to maximum charges and explanation of charging scheme)					
Risk Assessment					
Maximum Charge	500.00	525.00	25.00	5.0%	SS
Note: Hourly rate for Technical Officer £51, typical charge £250					
Sampling - visit and taking of a sample	100.00	105.00	5.00	5.0%	SS
Investigation					
Visit carried out in the event of a test failure but can be substituted by risk assessment - standard charge at statutory maximum	100.00	105.00	5.00	5.0%	SS
Authorisation					
Application by owner to breach standard temporarily whilst remedial work is carried out	100.00	105.00	5.00	5.0%	SS
Note: Hourly rate for Technical Officer £51, actual charge £100 representing up to 2 hours work					
Analysis					
Regulation 10 (Domestic Supplies) Maximum Charge	25.00	26.20	1.20	4.8%	SS
Check Monitoring (Commercial Supplies) Maximum charge	100.00	105.00	5.00	5.0%	SS
Note: Typical charge £50					
Audit Monitoring (Commercial Supplies) - Maximum Charge	500.00	525.00	25.00	5.0%	SS
Typical charge £250 plus Check Monitoring fee of £50					
Note: For all of the above, hourly rate for Technical Officer £51, laboratory fees at actual cost.					

SECTION 38

Price on application

Fit and Proper Person Test	568.00	613.00	45.00	7.9%	SS
Set up register (10 hours @ 12.77/hour) £128					
Making application forms available (12 hours @ £12.77/hour) £153					
Training - officials time (7 hours @ £12.77/hour) £89					
Approx. cost of training £198					
Engineering Fees					
Cost per hour for engineering consultancy services (Head of Service)	140.00	152.00	12.00	8.6%	SS

CAR PARKING

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
CAR PARKING CHARGES					
Short stay - General					
- Up to 1 hour	1.30	1.30	0.00	0.0%	SS
- Up to 2 hours	2.30	2.40	0.10	4.3%	SS
- Up to 3 hours	3.20	3.50	0.30	9.4%	SS
- Up to 4 hours	4.10	4.50	0.40	9.8%	SS
- Over 4 hours	5.60	6.50	0.90	16.1%	SS
- 4 to 6 hours - Windmill Lane Only	5.60	6.50	0.90	16.1%	SS
Broxbourne Borough Offices					
- Up to 1 hour	0.00	0.00	0.00	0.0%	SS
- Up to 2 hours	2.30	2.40	0.10	4.3%	SS
- Up to 3 hours	3.20	3.50	0.30	9.4%	SS
- Up to 4 hours	4.10	4.50	0.40	9.8%	SS
- Up to 5 hours	5.60	6.50	0.90	16.1%	SS
- Up to 6 hours	6.30	7.00	0.70	11.1%	SS
- Over 6 hours	11.10	12.00	0.90	8.1%	SS
On Street Parking					
- Up to 30 mins	0.00	0.00	0.00	0.0%	SS
- Up to 1 Hour (maximum stay)	1.30	1.30	0.00	0.0%	SS
Season tickets					
13 weekly	290.00	310.00	20.00	6.9%	SS
Annual	760.00	810.00	50.00	6.6%	SS
Leased bays					
26 weekly	440.00	470.00	30.00	6.8%	SS
Annual	810.00	860.00	50.00	6.2%	SS
Suspended parking bays					
Cost per suspended bay per day	NEW	30.00	NEW		SS
Administration Fee, per request	NEW	22.00	NEW		SS
Car park permits					
Business parking permit (3 months)	160.00	170.00	10.00	6.3%	SS
Business parking permit (6 months)	300.00	320.00	20.00	6.7%	SS
Business parking permit (12 months)	500.00	530.00	30.00	6.0%	SS
Dispensation parking permit (daily)	33.00	35.00	2.00	6.1%	SS
Dispensation parking permit (weekly)	120.00	125.00	5.00	4.2%	SS
Penalty Charge Notices (statutory)					
Lower level charge	50.00	50.00	0.00	0.0%	SO
Lower level charge paid early	25.00	25.00	0.00	0.0%	SO
Higher level charge	70.00	70.00	0.00	0.0%	SO
Higher level charge paid early	35.00	35.00	0.00	0.0%	SO

ECONOMIC DEVELOPMENT

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
FILMING ON COUNCIL OWNED LOCATIONS					
Application fee & permit	NEW	25.00			SS
Small Production/Disruption/District 1- 5					
Application fee & permit	NEW	60.00	NEW		SS
Hourly rate	NEW	125.00	NEW		SS
Half day (up to 4 hours)	NEW	500.00	NEW		SS
Full day	NEW	1,000.00	NEW		SS
Medium Production/Disruption/District 6-15					
Application fee & permit	NEW	100.00	NEW		SS
Hourly rate	NEW	187.50	NEW		SS
Half day (up to 4 hours)	NEW	850.00	NEW		SS
Full day	NEW	1,500.00	NEW		SS
Large Production/Disruption/District 16-40					
Application fee & permit	NEW	150.00	NEW		SS
Hourly rate	NEW	250.00	NEW		SS
Half day (up to 4 hours)	NEW	1,500.00	NEW		SS
Full day	NEW	2,000.00	NEW		SS
Extra Large Production/Disruption/District 40 plus					
Application fee & permit	NEW	200.00	NEW		SS
Hourly rate	NEW	500.00	NEW		SS
Half day (up to 4 hours)	NEW	2,000.00	NEW		SS
Full day	NEW	4,000.00	NEW		SS
Unit Base			Price on application		
Car parking hire based per bay per day	16.00		17.00	1.00	6.3%
Multiple Days			Price on application		SS
SPONSORSHIP					
ROUNABOUTS					
Level 1	2,600.00	2,730.00	130.00	5.0%	SS
Level 2	2,350.00	2,468.00	118.00	5.0%	SS
Level 3	2,100.00	2,205.00	105.00	5.0%	SS
Price per sign 3 or 4 per roundabout depending on location	1,350.00	140.00	(1,210.00)	(89.6%)	SS
FLOWER BED SPONSORSHIP	550.00	750.00	200.00	36.4%	SS
FESTIVE LIGHTING					
Christmas Tree for one season	1,500.00	1,750.00	250.00	16.7%	SS
Additional features (3D light up arches, extra lighting)					
Package 1 GOLD					
(banner feature large logo, social media mention individual post, social media video post/advertising what business wishes to share, mention in business email newsletter AND featured in the local Our Broxbourne magazine)	NEW	500.00	NEW		SS
Package 2 FRANKINCENSE					
(banner feature medium size logo, social media post, and mention in business email newsletter)	NEW	250.00	NEW		SS
Package 3 MYRRH					
(social media post to say thanks to the business and also can promote any Christmas offering)	NEW	100.00	NEW		SS
EVENTS					
Per Event			Price on application		SS

ECONOMIC DEVELOPMENT

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
PROMOTIONAL ACTIVITIES					
The framework is based on a scoring criteria about number of days, size of promotion, local independent/national chain, etc.					
Score 1-5	15.00	20.00	5.00	33.3%	SS
Score 6-9	35.00	40.00	5.00	14.3%	SS
Score 10-15	130.00	150.00	20.00	15.4%	SS
Score 16-20	300.00	350.00	50.00	16.7%	SS
Score 21+	570.00	600.00	30.00	5.3%	SS
ADVERTISING IN COUNCIL PUBLICATIONS		Price on application			SS
GREEN WALL					
1 year sponsorship	NEW	10,000.00	NEW		SS
NEW RIVER WALK					
1 year sponsorship	NEW	18,000.00	NEW		SS
DIGITAL DISPLAY BOARDS		NEW Price on application			SS

WASTE AND RECYCLING SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24 £	2024/25 £	2023/24 £	2023/24 %	
GREEN WASTE COLLECTIONS					
Full year subscription (per bin)	50.00	53.00	3.00	6.0%	SO
Full year subscription via Direct Debit (per bin)	46.00	49.00	3.00	6.5%	SO
DOMESTIC BULKY WASTE COLLECTIONS					
One item	33.50	35.00	1.50	4.5%	SO
Two items	44.00	46.00	2.00	4.5%	SO
Three items	55.00	58.00	3.00	5.5%	SO
Per extra item (up to a maximum of 10 items)	NEW	12.50			SO
Concession rates *					
One item	25.00	26.25	1.25	5.0%	SO
Two items	33.00	34.50	1.50	4.5%	SO
Three items	41.00	43.50	2.50	6.1%	SO

*** Concessions (based on 25% discount)**

Where stated - available to people over 75 and those on the following benefits: income support, job seekers allowance, employment support allowance (income related), pension credit or disability living allowance/personal independence payment (all ratings) or an equivalent award of Universal Credit.

CEMETERY SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Non-resident charges are four times the fees listed. It should be noted, graves in Hoddesdon cemetery cannot be purchased by non-residents. Non-residents who have moved from the borough within the last 10 years may be eligible for resident rates (further details on application)					
Purchase of exclusive rights of burial (100 years)					
Conventional graves					
Full space	1,519.00	1,610.00	91.00	6%	SO
Half space - 18 and over (cremated remains only)	907.50	960.00	52.50	6%	SO
Half space - under 18 years	140.00	149.00	9.00	6%	SO
Lawn graves					
Full space	1,111.50	1,180.00	68.50	6%	SO
Half space - 18 and over (cremated remains only)	731.50	772.00	40.50	6%	SO
Half space - under 18 years	87.00	92.00	5.00	6%	SO
Restricted graves - (subject to availability)					
Full space	654.00	690.00	36.00	6%	SO
Burial Chambers (Cheshunt only)					
Per chamber for two people, includes memorial	12,720.50	13,500.00	779.50	6%	SO
Purchase per chamber, non-resident	15,260.00	16,100.00	840.00	6%	SO
Walled graves and vaults					
Right to construct, excavation and construction					
- Single space (one person)			Price on application		SO
- Single space (two people)			Price on application		SO
- Double space (two people)			Price on application		SO
- Double space (four people)			Price on application		SO
Interment					
18 years and over (+25% for each multiple interment in same plot/time)					
One interment - full space	951.00	1,005.00	54.00	6%	SO
Two interments - full space	1,247.00	1,320.00	73.00	6%	SO
Three interments - full space	1,551.50	1,640.00	88.50	6%	SO
Four interments - full space			Price on application		SO
Interment in walled grave or immurement in mausoleum	655.00	695.00	40.00	6%	SO
Interment on Saturday (additional fee):-					
- Full space	752.00	795.00	43.00	6%	SO
- Half space	376.00	400.00	24.00	6%	SO
Under 18 years					
Non resident (waived for borough residents)	174.50	185.00	10.50	6%	SO
Cremated remains (+25% for each multiple interments / same plot)					
Purchase of exclusive rights of burial (30 years)	595.50	630.00	34.50	6%	SO
Lease of columbarium niche (30 years)	578.00	610.00	32.00	6%	SO
Interment of cremated remains					
- 18 years and over	238.00	252.00	14.00	6%	SO
- Under 18 years non-resident. Waived for residents.	70.00	74.00	4.00	6%	SO
- Scattered cremated remains on a grave or flower bed	40.50	43.00	2.50	6%	SO
- Garden of rest - strew cremated remains under turf or topsoil	70.00	74.00	4.00	6%	SO
Interment of ashes in columbarium	220.00	233.00	13.00	6%	SO

CEMETERY SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Pre-purchase of exclusive rights of burial (100 years)					
Conventional graves					
Full space	2,004.00	2,115.00	111.00	6%	SO
Half space	1,255.00	1,325.00	70.00	6%	SO
Lawn graves					
Full space	1,521.00	1,610.00	89.00	6%	SO
Half space	984.50	1,040.00	55.50	6%	SO
Pre-purchase ashes only	839.00	890.00	51.00	6%	SO
Transfer of Deeds - amendment/voluntary	98.00	104.00	6.00	6%	SO
Transfer of deeds, owner deceased	54.50	58.00	3.50	6%	SO
Soil for memorial					
- Full space (pro rata for Half, Double, Treble etc.)	81.00	86.00	5.00	6%	SO
Grave maintenance (all prices include VAT)					
Full plot					
- maintenance only (no plants)	115.50	121.00	5.50	5%	SS
- perennial planting with maintenance	174.50	183.00	8.50	5%	SS
- re-turfing grave	58.00	61.00	3.00	5%	SS
Half plot					
- maintenance only (no plants)	63.00	67.00	4.00	6%	SS
- perennial planting with maintenance	92.00	97.50	5.50	6%	SS
- re-turfing grave	35.00	37.00	2.00	6%	SS
Memorial cleansing					
Full plot	81.00	86.00	5.00	6%	SS
Half plot	46.50	49.50	3.00	6%	SS
Other charges					
Memorial wall - commemorative wall plaque	266.00	282.00	16.00	6%	SS
Commerative bench plaque (10 year period)	336.00	355.00	19.00	6%	SS
Use of Chapel only (interment elsewhere) (1/2 hour service)	174.50	185.00	10.50	6%	SO
Use of Chapel (interment in cemetery) (1/2 hour service)	112.50	119.00	6.50	6%	SO
Grave Extension supply/install, where possible	3,651.50	3,880.00	228.50	6%	SS
Exhumation of full interments		Price on application			SS
Exhumation of cremated remains	290.00	307.00	17.00	6%	SS
Memorial surrounds					
Block paving					
- 6ft.6 x 2ft.6		Price on application			SS
- 7ft.0 x 3ft.0		Price on application			SS
Concrete paving full space		Price on application			SS
Other sizes/options available on request					
Memorial cross/marker	105.00	111.00	6.00	6%	SS

PARKS AND OPEN SPACES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Subject to availability					
OUTDOOR SPORTS PITCHES					
- A 5% 'bulk' booking discount applies for leagues, associations and clubs purchasing over £2,000 worth of pitches per season.					
Football Adults					
- Pitch with changing facilities - per season (36 matches)	1,990.00	2,050.00	60.00	3.0%	SS
- per match	100.00	110.00	10.00	10.0%	SS
- Pitch without shower facilities - per season (36 matches)	1,360.00	1,400.00	40.00	2.9%	SS
- per match	80.00	85.00	5.00	6.3%	SS
Football - Youth & Juniors (excluding Sunday am)					
Youth/juniors playing on adult, 9v9 or junior pitches					
- Pitch with shower facilities - per season (36 matches)	1,350.00	1,390.00	40.00	3.0%	SS
- per match	65.00	70.00	5.00	7.7%	SS
- Pitch without shower facilities - per season (36 matches)	950.00	1,000.00	50.00	5.3%	SS
- per match	55.00	59.00	4.00	7.3%	SS
Mini Soccer					
- Pitch with shower facilities - per season (36 matches)	575.00	600.00	25.00	4.3%	SS
- per match	32.00	35.00	3.00	9.4%	SS
- Pitch without shower facilities - per season (36 matches)	375.00	390.00	15.00	4.0%	SS
- per match	26.00	30.00	4.00	15.4%	SS
Outdoor Fitness Classes					
- per month per site	70.00	80.00	10.00	14.3%	SS
Wormley All Weather Pitch					
Peak times Sept - May					
Off peak times June - Aug. Fri/Sat and Sun pm all year. Sept - May prior to 5.30pm)					
Netball					
Per Court Per hour					
- Peak	25.00	30.00	5.00	20.0%	SS
- Off Peak	19.00	20.00	1.00	5.3%	SS
- Off Peak Junior	17.00	19.00	2.00	11.8%	SS
Whole Area (7 courts)					
- Peak	140.00	150.00	10.00	7.1%	SS
- Off Peak	99.00	110.00	11.00	11.1%	SS
- Off Peak Junior	79.00	85.00	6.00	7.6%	SS
5-a-side					
Per Pitch Per hour					
- Peak	46.00	50.00	4.00	8.7%	SS
- Off Peak	33.00	36.00	3.00	9.1%	SS
- Off Peak Junior	27.00	29.00	2.00	7.4%	SS
Whole Area (4 pitches)					
- Peak	140.00	150.00	10.00	7.1%	SS
- Off Peak	99.00	110.00	11.00	11.1%	SS
- Off Peak Junior	79.00	85.00	6.00	7.6%	SS
Additional field parking/staffing for special events					
			Price on application		SS
Commemorative trees and benches					
Commerative bench plaque (10 year period)					
	339.00		Price on application		SS
		350.00	11.00	3.2%	SS

PARKS AND OPEN SPACES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Subject to availability					
ALLOTMENTS - (only available to residents)					
Rent of Allotments (per pole or 5m per annum, actual length may vary by 0.6%)					
- General	10.00	10.50	0.50	5.0%	SO
- Concession for individuals in receipt of pension credit (25% discount)	8.25	8.50	0.25	3.0%	SO
Key purchase (per key) - all sites	14.00	15.00	1.00	7.1%	SO
Tenancy set up fee (including initial key)	37.50	40.00	2.50	6.7%	SO
Fairs/Carnivals/Fetes at Open Spaces - (per day or part day on site)					
Commercial Fun Fairs - Non Operational	402.50	420.00	17.50	4.3%	SS
Commercial Fun Fairs - Operational - Weekend	609.50	630.00	20.50	3.4%	SS
Commercial Fun Fairs - Operational - Mon to Fri	512.00	530.00	18.00	3.5%	SS
Family Funfairs (as above less 20%) Finish at 8pm.					
Non Operational	322.00	340.00	18.00	5.6%	SS
Operational - Weekend	488.00	500.00	12.00	2.5%	SS
Operational - Mon to Fri	409.50	420.00	10.50	2.6%	SS
Commercial Fun Fairs - Associated with Council Proms					
Circuses - Non Operational	207.00	220.00	13.00	6.3%	SS
Circuses - Operational.	517.50	530.00	12.50	2.4%	SS
Large Assoc./Charity Events i.e. Carnivals, Dog Shows	345.00	360.00	15.00	4.3%	SS
Small Association Events i.e. Fetes, Barbecues	172.50	180.00	7.50	4.3%	SS
Damage /Reinstatement Deposits					
Commercial Fun Fairs/Circuses	862.50	900.00	37.50	4.3%	SO
All utilities or additional equipment/staff			Price on application		SS
Concessionaires i.e. hot dog/ice cream vans per event			Price on application		SS
Special seasonal licence to carry out periodic visits to parks and open spaces specified			Price on application		SE

COMMUNITY ACTIVITIES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
COMMUNITY DEVELOPMENT					
Subject to availability and social distancing measures being in place					
PLAY SCHEMES					
Booked in advance					
Day Rate (8.30am - 5.30pm)	25.30	26.30	1.00	4.0%	SE
Half Day (8.30am - 12:30pm or 1:30pm - 5.30pm)	14.60	15.20	0.60	4.1%	SE
Turn up on the day					
Day Rate (8.30am - 5.30pm)	29.80	31.00	1.20	4.0%	SE
Staff Day Rate - on the day only (8.30am - 5.30pm)	15.50	16.50	1.00	6.5%	SE
Sibling Discount	2.25	2.50	0.25	11.1%	SE
Early drop off / late pick up					
Early drop off (8am - 8.30am)	3.80	4.00	0.20	5.3%	SE
Late pick up (5.30pm - 6pm)	3.80	4.00	0.20	5.3%	SE
Late pick up (unarranged)					
Late pick up (per half hour after paid for session)	7.20	7.30	0.10	1.4%	SE
ACTIVE HERTS					
Attendance at Active Herts sessions after initial 6 week period	4.00	4.50	0.50	12.5%	SS

BOROUGH OFFICES HIRE

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Hire of Accommodation (hourly charges unless otherwise stated)					
Borough Offices					
Off Peak					
-Council Chamber	32.50	34.40	1.90	5.8%	SS
-Committee Room	27.50	29.10	1.60	5.8%	SS
Peak					
-Council Chamber	41.00	43.40	2.40	5.9%	SS
-Committee Room	33.50	35.50	2.00	6.0%	SS
Tea and Coffee - per cup	1.05	1.10	0.05	4.8%	SS
Hire of					
-Data Projector/AV Equipment	17.00	18.00	1.00	5.9%	SS
-Screen	9.50	10.00	0.50	5.3%	SS
Flip Chart (supplied with paper, but not pens)	10.50	11.10	0.60	5.7%	SS
Laptop	16.00	17.00	1.00	6.3%	SS

Off Peak	Monday to Friday 9am to 6pm
Peak	Monday to Friday 6pm to midnight Saturday, Sunday and Bank Holidays

Huntingdon Suite					
- Peak per hour	38.00	40.30	2.30	6.1%	SS
- Off peak per hour	29.50	31.30	1.80	6.1%	SS
- All day hire on Friday/ Saturday 9am - 12 midnight (flat rate)	472.50	500.90	28.40	6.0%	SS
Spanish Ambassador's Suite					
- Peak per hour	30.50	32.30	1.80	5.9%	SS
- Off peak per hour	25.50	27.00	1.50	5.9%	SS
Beaufort Suite					
- Peak per hour	47.50	50.30	2.80	5.9%	SS
- Off peak per hour	31.50	33.40	1.90	6.0%	SS
- All day hire on Friday/Saturday 9am - 12 midnight (flat rate)	651.00	690.00	39.00	6.0%	SS

Off Peak	Monday to Thursday (excluding Bank Holidays)
Peak	All day Friday through to Sunday and Bank Holidays Discounts available for regular bookings. Minimum Hire - 2 hours

SPOTLIGHT

BROXBOURNE LEISURE AND CULTURE

All prices are maximum which may be varied at the discretion of the Director of Finance.

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
FOR Theatrical Productions					
Monday - Thursday					
Full Capacity					
Main Auditorium - per hour	95.00	100.00	5.00	5%	SS
Main Auditorium - Performance	775.00	825.00	50.00	6%	SS
Dinant Room - per hour	48.00	52.00	4.00	8%	SS
Bar Area - per hour	55.00	60.00	5.00	9%	SS
Reduced capacity					
Main Auditorium - per hour	70.00	74.00	4.00	6%	SS
Main Auditorium - Performance	625.00	665.00	40.00	6%	SS
Dinant Room - per hour	48.00	52.00	4.00	8%	SS
Bar Area - per hour	55.00	60.00	5.00	9%	SS
FOR Theatrical Productions - Commercial					
Monday - Thursday					
Full Capacity					
Main Auditorium - per hour	NEW	120.00	NEW		SS
Main Auditorium - Performance	NEW	975.00	NEW		SS
Dinant Room - per hour	NEW	60.00	NEW		SS
Bar Area - per hour	NEW	70.00	NEW		SS
Reduced capacity					
Main Auditorium - per hour	NEW	87.50	NEW		SS
Main Auditorium - Performance	NEW	785.00	NEW		SS
Dinant Room - per hour	NEW	60.00	NEW		SS
Bar Area - per hour	NEW	70.00	NEW		SS
Friday - Sunday					
Full Capacity					
Main Auditorium - per hour	105.00	110.00	5.00	5%	SS
Main Auditorium - Performance	875.00	925.00	50.00	6%	SS
Dinant Room - per hour	48.00	52.00	4.00	8%	SS
Bar Area - per hour	65.00	70.00	5.00	8%	SS
Reduced capacity					
Main Auditorium - per hour	80.00	84.00	4.00	5%	SS
Main Auditorium - Performance	725.00	760.00	35.00	5%	SS
Dinant Room - per hour	48.00	52.00	4.00	8%	SS
Bar Area - per hour	65.00	70.00	5.00	8%	SS
Friday - Sunday - Commercial					
Full Capacity					
Main Auditorium - per hour	NEW	135.00	NEW		SS
Main Auditorium - Performance	NEW	1,100.00	NEW		SS
Dinant Room - per hour	NEW	60.00	NEW		SS
Bar Area - per hour	NEW	82.50	NEW		SS
Reduced capacity					
Main Auditorium - per hour	NEW	100.00	NEW		SS
Main Auditorium - Performance	NEW	910.00	NEW		SS
Dinant Room - per hour	NEW	60.00	NEW		SS
Bar Area - per hour	NEW	82.50	NEW		SS
FOR Conferences and Events					
Monday - Thursday					
Main Auditorium - per hour	80.00	84.00	4.00	5%	SS
Dinant Room - per hour	48.00	52.00	4.00	8%	SS
Bar Area - per hour	55.00	58.00	3.00	5%	SS
Friday - Sunday					
Main Auditorium - per hour	105.00	110.00	5.00	5%	SS
Dinant Room - per hour	58.00	62.50	4.50	8%	SS
Bar Area - per hour	65.00	70.00	5.00	8%	SS
Garden ALL DAYS					
Per hour	NEW	84.00	NEW		SS
Per Performance	NEW	760.00	NEW		SS
Cinema					
- Cinema Standard (FoB 50p discount)	8.00	8.50	0.50	6%	SS
- Adult (Family film)	7.50	7.50	0.00	0%	SS
- Child (Family film)	7.00	7.50	0.50	7%	SS
Deposits					
Theatrical use	500.00	500.00	0.00	0%	SS
Conference/Event use	250.00	250.00	0.00	0%	SS
Box Office Commission Percentages /Charges					
Ticket printing for Non Box Office sales (per 100 tickets, min charge £18.00)	20.00	20.00	0.00	0%	SS
Box Office Commission	0.10	0.10	0.00	0%	SS
Miscellaneous Hire Charges					
Tech packages available, price on application					

SPOTLIGHT

BROXBOURNE LEISURE AND CULTURE

All prices are maximum which may be varied at the discretion of the Director of Finance.

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Spotlight Friends membership (Max charge set throughout the year)					
Individual	25.00	25.00	0.00	0%	SS
Joint	30.00	30.00	0.00	0%	SS
Replacement Friends of Broxbourne Card	5.00	5.00	0.00	0%	SS
PRIVATE HIRE MARKETING COSTS					
What's On brochure (A5)					
1/3 page	125.00	150.00	25.00	20%	SS
2/3 page	150.00	175.00	25.00	17%	SS
Full page	275.00	300.00	25.00	9%	SS
Borough poster boards (maximum 8)	30.00	35.00	5.00	17%	SS
Spotlight carpark and foyer poster boards (maximum 4)	20.00	25.00	5.00	25%	SS
Monthly E-newsletter to our GDPR approved database approx. 7k – admin costs £60	75.00	80.00	5.00	7%	SS
One off 'On sale' post across all social platforms - admin cost £60 plus boost (amount to be confirmed by private hirer).	75.00	80.00	5.00	7%	SS

CHESHUNT PARK GOLF COURSE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the Director of Finance.

	Actual	Fee	Change from	Change from	VAT
	2023/24	2024/25	2023/24	2023/24	Indicator
	£	£	£	%	
<u>Rounds of Golf (Weekend and bank/public holidays)</u>					
Time band 1 (Open up to 11.00)					
Visitor	35.20	36.25	1.05	3.0%	SO
Member's Guest (1 guest per member)	30.80	31.75	0.95	3.1%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0.0%	SO
Company 2nd -3rd Guest	30.80	31.75	0.95	3.1%	SO
CGC & CPGC Matchday Visiting Team Fee Per Player / Captain's Day Visitors (During Club Allocated Tee Times Only)	23.40	25.00	1.60	6.8%	SO
Time band 2 (From 11.01 to 14.00)					
Visitor	30.80	31.75	0.95	3.1%	SO
Member's Guest (1 guest per member)	28.60	29.50	0.90	3.1%	SO
CGC & CPGC Matchday Visiting Team Fee Per Player / Captain's Day Visitors (During Club Allocated Tee Times Only)	22.00	25.00	3.00	13.6%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0.0%	SO
Company 2nd -3rd Guest	27.00	27.80	0.80	3.0%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	25.00	26.00	1.00	4.0%	SO
Time band 3 (From 14.01 until 16.30)					
Visitor	23.70	25.00	1.30	5.5%	SO
Member's Guest (1 guest per member)/Senior visitor	20.90	22.00	1.10	5.3%	SO
CGC & CPGC Matchday Visiting Team Fee Per Player / Captain's Day Visitors (During Club Allocated Tee Times Only)	19.30	22.00	2.70	14.0%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	n/a	SO
Company 2nd -3rd Guest	19.30	22.00	2.70	14.0%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	20.00	22.00	2.00	10.0%	SO
Time band 4 (From 16.30 until close)					
Visitor	17.60	20.00	2.40	13.6%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0%	SO
Company 2nd -3rd Guest	16.00	19.00	3.00	18.8%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	16.00	19.00	3.00	18.8%	SO
<u>Rounds of Golf (Midweek - excluding bank/public holidays)</u>					
Time band 1 (Open up to 11.00)					
Visitor	29.70	30.50	0.80	2.7%	SO
Company 1st Guest	0.00	0.00	0.00	0%	SO
Company 2nd -3rd Guest	26.10	28.00	1.90	7.3%	SO
CGC & CPGC Matchday Visiting Team Fee Per Player / Captain's Day Visitors (During Club Allocated Tee Times Only)	19.30	22.00	2.70	14.0%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	23.70	25.00	1.30	5.5%	SO

CHESHUNT PARK GOLF COURSE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the Director of Finance.

	Actual	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
Time band 2 (From 11.01 - 14.00)					
Visitor	26.40	27.20	0.80	3.0%	SO
Member's Guest (1 guest per member)/Senior visitor	24.20	25.00	0.80	3.3%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0%	SO
Company 2nd -3rd Guest	21.50	22.20	0.70	3.3%	SO
CGC & CPGC Matchday Visiting Team Fee Per Player / Captain's Day Visitors (During Club Allocated Tee Times Only)	17.60	19.00	1.40	8.0%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	20.90	22.00	1.10	5.3%	SO
Active Herts (must provide proof of being on scheme)	8.80	10.00	1.20	13.6%	SO
Time band 3 (From 14.01 - 16.30)					
Visitor	19.80	22.00	2.20	11.1%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0%	SO
Company 2nd -3rd Guest	17.60	18.20	0.60	3.4%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	16.50	18.00	1.50	9.1%	SO
Active Herts (must provide proof of being on scheme)	8.80	10.00	1.20	13.6%	SO
Time band 4 (From 16.31 until close)					
Visitor	16.00	17.00	1.00	6.3%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0%	SO
Company 2nd -3rd Guest	16.00	17.00	1.00	6.3%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	16.00	17.00	1.00	6.3%	SO
Active Herts (must provide proof of being on scheme)	8.80	10.00	1.20	13.6%	SO
Junior rate (under 18 years)	16.00	17.00	1.00	6.3%	SO
Juniors can only play during band 3 and 4 at Weekends and 2,3 and 4 in Midweek					
Band 4 becomes band 3 during winter months (Oct - Mar) when the clocks change in October and the band times change as follows:					
(Weekend and bank/public holidays)					
Band 1: Open to 10.30am (Senior discounts n/a)					
Band 2: 10.31 to 12pm (Senior discounts n/a)					
Band 3: 12.01pm until close (Senior above band 4 rate applies)					
(Midweek - excluding bank/public holidays)					
Band 1: Open to 10.30am (Senior discounts n/a)					
Band 2: 10.31 to 12pm (Senior above band 2 rate applies)					
Band 3: 12.01pm until close (Senior above band 4 rate applies)					
Summer 9 hole golf and buggy (Only available May - Aug from 16.00 - 17.30)					
Buggy and 9 holes (1-2 people)	33.00	35.00	2.00	6.1%	SS
Membership Cards					
Replacement membership card	3.00	3.00	0.00	0.0%	SS

CHESHUNT PARK GOLF COURSE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the Director of Finance.

	Actual	Fee	Change from	Change from	VAT
	2023/24	2024/25	2023/24	2023/24	Indicator
	£	£	£	%	
Other Charges					
Buggy hire - Visitor	30.80	32.00	1.20	3.9%	SS
Buggy hire - Member	25.30	26.50	1.20	4.7%	SS
Buggy hire - Registered disabled	22.00	23.00	1.00	4.5%	SS
Trolley Hire	7.20	8.00	0.80	11.1%	SS
Club hire - half set	18.20	19.00	0.80	4.4%	SS
Club hire - half set Active Hearts	9.90	10.50	0.60	6.1%	SS
Full member locker hire (annual fee)	69.30	75.00	5.70	8.2%	SS
Bucket of balls for driving range (25 balls)	4.50	4.50	0.00	0.0%	SS
Bucket of balls for driving range (50 balls)	6.50	6.50	0.00	0.0%	SS
Bucket of balls for driving range (75 balls)	8.50	8.50	0.00	0.0%	SS
Bucket of balls for driving range (100 balls)	10.50	10.50	0.00	0.0%	SS
Bucket of balls for driving range (25 balls)	3.00	3.75	0.75	25.0%	SS
Bucket of balls for driving range (50 balls)	4.50	5.25	0.75	16.7%	SS
Bucket of balls for driving range (100 balls)	5.50	6.50	1.00	18.2%	SS
Junior bucket of balls (16 years and under get 20% discount purchased from the shop)					
Golf Course Membership (excluding golf union fees which are recharged at cost)					
7 Day Adult - Golf & Leisure	1,009.80	1,055.00	45.20	4.5%	SO
7 Day Senior / Registered Disabled - Golf & Leisure	841.50	885.00	43.50	5.2%	SO
7 Day - Intermediate (18-24)	412.50	430.00	17.50	4.2%	SO
7 Day - Juniors (under 18)	126.50	132.00	5.50	4.3%	SO
5 Day - Adult (Monday to Friday only)	803.00	845.00	42.00	5.2%	SO
5 Day - Concession (Monday to Friday only, Senior and registered disabled)	693.00	725.00	32.00	4.6%	SO
5 day Off Peak - Adult (Monday to Friday after 11am (after 10.30am when the clocks change in winter) , excludes bank holidays)	470.00	495.00	25.00	5.3%	SO
Company Golf & Leisure hole sponsorship (per member - min of 2 sponsorships)	850.00	890.00	40.00	4.7%	SO
The following membership types are only available for existing members to renew if they are already on the rate and still qualify at time of renewal.					
5 Day - Joint Concession	1,247.40	1,305.00	57.60	4.6%	SO
5 Day - Over 75s	575.00	670.00	95.00	16.5%	SO
Room Hire charges					
Main Bar (Weekend nights Friday/Saturday 18.00 - 00.00 and Sunday 18.00 - 23.00)					
Friday	377.40	390.00	12.60	3.3%	SS
Saturday	484.50	490.00	5.50	1.1%	SS
Sunday	377.40	390.00	12.60	3.3%	SS
Main Bar (Weekend days 12.00 - 16.00)					
Saturday or Sunday	377.40	390.00	12.60	3.3%	SS
Main Bar Additional Hours (Friday, Saturday, Sunday)					
Rate per hour Saturday	76.50	80.00	3.50	4.6%	SS
Midweek Main Bar (Monday - Friday day time)					
Rate per hour	56.10	58.00	1.90	3.4%	SS

CHESHUNT PARK GOLF COURSE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the Director of Finance.

	Actual	Fee	Change from	Change from	VAT
	2023/24	2024/25	2023/24	2023/24	Indicator
	£	£	£	%	
Small Bar Weekday (Monday to Friday day time)					
Rate per hour	25.00	26.00	1.00	4.0%	SS
Small Bar Weekend (Saturday and Sunday)					
Rate per hour	56.10	58.00	1.90	3.4%	SS
Damage/Additional cleaning deposit	255.00	255.00	0.00	0.0%	SO

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the Director of Finance.
Subject to availability and social distancing measures being in place

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
<u>ASTROTURF</u>					
LTLC 5-a-side pitch - per hour					
- Adult	36.80	38.60	1.80	4.9%	SO
- Junior (weekends & before 4.30pm weekdays)	19.60	20.00	0.40	2.0%	SO
- Block booking for junior teams (summer term)	18.60	19.50	0.90	4.8%	SO
JWSC 5-a-side pitch - per hour					
- Adult	46.80	49.00	2.20	4.7%	SO
- Junior (weekends & before 4.30pm weekdays)	22.75	23.20	0.45	2.0%	SO
- Block booking	52.00	54.60	2.60	5.0%	SS
- Block booking for junior teams (summer term)	21.10	22.10	1.00	4.7%	SS
JWSC Astro turf - per hour					
- Full pitch - Adult	134.00	140.70	6.70	5.0%	SO
- Full pitch - Junior (weekends & before 4.30pm weekdays)	66.50	69.80	3.30	5.0%	SO
- Full pitch - Block booking	148.80	156.20	7.40	5.0%	SO
- Full pitch - Block booking (summer term)	59.30	62.20	2.90	4.9%	SO
- Half pitch - Adult	86.80	91.10	4.30	5.0%	SO
- Half pitch - Junior (weekends & before 4.30pm weekdays)	43.15	45.50	2.35	5.4%	SO
- Half pitch - Block booking	96.80	101.00	4.20	4.3%	SO
- Block booking for junior teams (summer term)	39.00	41.00	2.00	5.1%	SS
- Quarter pitch - Adult	46.30	48.60	2.30	5.0%	SO
- Quarter pitch - Junior (weekends & before 4.30pm weekdays)	23.50	24.70	1.20	5.1%	SO
- Quarter pitch - Block booking	46.30	48.60	2.30	5.0%	SO
- Block booking for junior teams (summer term)	21.10	22.20	1.10	5.2%	SS
<u>CHILDREN'S ACTIVITIES</u>					
- Junior activities per hour	5.20	5.50	0.30	5.8%	SE
- Casual astro turf (16 & under)	2.00	2.10	0.10	5.0%	SO
- Casual astro turf (17/18)	4.30	4.50	0.20	4.7%	SO
Children's Parties per head					
Party - Activity without food (JWSC & LTLC)	8.00	8.50	0.50	6.3%	SO
Party - Scrambles without food	5.20	5.50	0.30	5.8%	SS
- Party - Room hire	24.00	25.00	1.00	4.2%	SS
- Party - no coach option	65.30	69.00	3.70	5.7%	SS
Scrambles Softplay (JWSC)					
- per hour	3.30	3.40	0.10	3.0%	SS
- Under 1 (under six months free if accompanying paying child)	1.85	1.90	0.05	2.7%	SS
- 6 for the price of 5	16.60	17.00	0.40	2.4%	SS
- exclusive hire (1.5 hours)	146.90	154.20	7.30	5.0%	SS

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

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	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
<u>FIT&WELL</u>					
Gym					
- Adult	8.95	9.40	0.45	5.0%	SO
- Youth (youth fitness times)/Active Youth	5.00	5.20	0.20	4.0%	SO
- GP referral discount card (including swim)	4.50	4.70	0.20	4.4%	SO
- Leisure Over 50s session	6.45	6.70	0.25	3.9%	SO
- Induction	33.70	35.40	1.70	5.0%	SO
- Induction - Group	26.50	27.80	1.30	4.9%	SO
- Induction - Youth/Active Youth	19.40	20.30	0.90	4.6%	SO
Exercise Classes					
- Adult (up to 40 mins plus 5 mins changeover)	6.00	6.30	0.30	5.0%	SE
- Adult (up to 55 mins plus 5 mins changeover)	8.00	8.40	0.40	5.0%	SE
- Youth (youth classes only)	5.10	5.30	0.20	3.9%	SE
- Leisure 50s	6.50	6.80	0.30	4.6%	SE
- Specialist (cardiac rehab/GP referral etc.)	4.60	4.80	0.20	4.3%	SE
- Pilates/yoga premium class 60 mins	10.20	10.70	0.50	4.9%	SE
Holistic Studio (Studio Escape)					
6 Week Course 1x 60 mins class per week non-member	60.00	63.00	3.00	5.0%	SE
6 Week Course 1x 60 mins class per week member	48.00	50.00	2.00	4.2%	SE
6 Week Course 1x 90 mins class per week non-member	90.00	94.50	4.50	5.0%	SE
6 Week Course 1x 90 mins class per week member	72.00	75.60	3.60	5.0%	SE
1 x 60 mins workshop session	New	16.00	New	New	SE
Fit&Well Exercise Studio (per hour)	49.80	52.30	2.50	5.0%	SS
Personal Training					
- Personal Training session (60 mins)	39.20	39.20	0.00	0.0%	SE
- Personal Training - youth (60 mins)	34.70	34.70	0.00	0.0%	SE
- Personal Training - 4 sessions (60 mins)	132.60	132.60	0.00	0.0%	SE
- Personal Training - 4 sessions, 2 person/couple (60 mins)	224.40	224.40	0.00	0.0%	SE
- Personal Training - youth - 6 sessions (60 mins)	173.40	173.40	0.00	0.0%	SE
- Personal Training - 8 sessions (60 mins)	249.90	249.90	0.00	0.0%	SE
- Personal Training - 16 sessions (60 mins)	459.00	459.00	0.00	0.0%	SE
- Personal Training session (30 mins)	19.60	19.60	0.00	0.0%	SE
- Personal Training - youth (30 mins)	17.50	17.50	0.00	0.0%	SE
- Personal Training - 6 sessions (30 mins)	98.00	98.00	0.00	0.0%	SE
- Personal Training - youth - 6 sessions (30 mins)	87.20	87.20	0.00	0.0%	SE

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

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	Actual Fee 2023/24 £	Fee 2024/25 £	Change from 2023/24 £	Change from 2023/24 %	VAT Indicator
<u>FIT&WELL MEMBERSHIPS</u>					
<u>DUAL CENTRE (LTLC & JWSC) - new memberships only - current members stay on price when they joined</u>					
Direct Debit option - continuous membership with a minimum membership of 1 month or 4 months (one month notice after 3 months membership)					
Individual (one month)	47.00	48.00	1.00	2.1%	SO
Individual (four month)	39.00	40.00	1.00	2.6%	SO
Concession	35.00	35.00	0.00	0.0%	SO
Corporate	35.00	35.00	0.00	0.0%	SO
Active Youth (16 yrs and under)	23.50	24.00	0.50	2.1%	SO
Group Membership - 2 person	69.00	69.00	0.00	0.0%	SO
Group membership - 4 person	99.00	99.00	0.00	0.0%	SO
ANNUAL option					
12 x monthly DD fee					
Individual	468.00	480.00	12.00	2.6%	SO
Concession	420.00	420.00	0.00	0.0%	SO
Corporate	420.00	420.00	0.00	0.0%	SO
Active Youth (16 yrs & under)	282.00	288.00	6.00	2.1%	SO
SHORT TERM FIT&WELL MEMBERSHIPS (no joining or induction fee payable)					
Student Summer Holiday - one month	35.00	35.00	0.00	0.0%	SO
(Sold from 1st August to 31st August, December and Easter)					
Student Summer Holiday - two months	70.00	70.00	0.00	0.0%	SO
(Sold from 1st July to 31st August)					
Student Summer Holiday - three months	105.00	105.00	0.00	0.0%	SO
(Sold from 1st June to 31st July)					
Student Summer Holiday - four months	140.00	140.00	0.00	0.0%	SO
(Sold from 1st May to 30th June)					
Referral - three months (GP, probation, HYJS)	99.90	99.90	0.00	0.0%	SO
<u>SINGLE SITE (JWSC only) - new memberships only - current members stay on price when they joined</u>					
Direct Debit option - continuous membership with a minimum membership of 4 months (one month notice after 3 months membership)					
Individual (four months)	34.95	36.00	1.05	3.0%	SO
Individual (one month)	39.95	41.00	1.05	2.6%	SO
ANNUAL option					
12 x monthly DD fee					
Individual	419.40	432.00	12.60	3.0%	SO
FIT&WELL JOINING FEE - for both sites					
Adult	30.00	30.00	0.00	0.0%	SS
Concession	30.00	30.00	0.00	0.0%	SS
Corporate	30.00	30.00	0.00	0.0%	SS
Youth - one youth can join with no joining fee for each parent who is a Fit&Well member	15.00	15.00	0.00	0.0%	SS
Replacement membership card/replacement locker card	2.50	2.50	0.00	0.0%	SS
Suspend membership - monthly fee	10.00	10.00	0.00	0.0%	SS
Administration fee for membership debt collection	25.00	25.00	0.00	0.0%	SS
Administration fee for membership changes	10.00	10.00	0.00	0.0%	SS

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

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	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
<u>MISCELLANEOUS</u>					
Locker Hire					
- Locker hire	0.20	0.20	0.00	0.0%	SS
- Replacement Locker card	5.00	5.00	0.00	0.0%	SS
Health Suite - including swim (per session)					
- Adult	9.10	10.00	0.90	9.9%	SS
- Concession	8.20	9.00	0.80	9.8%	SS
- Leisure 50s (specific sessions)	6.00	6.60	0.60	10.0%	SS
- Health Suite with activity	5.10	5.60	0.50	9.8%	SS
Squash Court (Per 40 Minutes)					
- Adult	11.45	12.00	0.55	4.8%	SO
- Junior (off peak times only)	5.20	5.40	0.20	3.8%	SO
- Adult - 6 sessions for the price of 5	57.25	60.00	2.75	4.8%	SO
Leisure over 50s					
- Bowls per session	5.10	5.40	0.30	5.9%	SO
- Activity per session	5.70	6.00	0.30	5.3%	SO
Leisure 50 activity/bowls books - 6 sessions for the price of 5					
- Leisure 50s	29.60	31.00	1.40	4.7%	SO
Short Mat Bowls - 2 hours	4.10	4.30	0.20	4.9%	SO
Short Mat Bowls - 2 hours (FoB)	3.80	4.00	0.20	5.3%	SO
Equipment Hire					
- Rackets	2.55	2.60	0.05	2.0%	SS
- Refundable deposit	5.10	5.30	0.20	3.9%	SS
- Chair - each	0.95	1.00	0.05	5.3%	SS
- Table - each	2.55	2.70	0.15	5.9%	SS
- Barrier - each	2.45	2.60	0.15	6.1%	SS
- Sports hall mat - each	New	0.50			SS
Meeting Room per hour (large - LT MPR, bar for meeting))	27.00	28.50	1.50	5.6%	SS
Meeting Room per hour (medium - JW classroom, LT activity space)	20.80	22.00	1.20	5.8%	SS
Bar Area (per hour)					
LTLC	35.50	37.50	2.00	5.6%	SS
JWSC	35.50	37.50	2.00	5.6%	SS
Minimum hire period of six hours on Friday/Saturday evening					

Damage deposit for events

Up to 100% of the value of the booking at the manager's discretion.

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the Director of Finance.
Subject to availability and social distancing measures being in place

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
<u>TRAINING COURSES</u>					
National Pool Lifeguarding Qualification (with AED)	300.00	315.00	15.00	5.0%	SE
National Pool Lifeguarding Qualification (without AED)	270.00	283.50	13.50	5.0%	SE
First Aid at Work	230.00	241.50	11.50	5.0%	SE
First Aid at Work - renewal	182.00	191.00	9.00	4.9%	SE
First Aid at Work - refresher	40.00	42.00	2.00	5.0%	SE
Emergency first aid	125.00	131.50	6.50	5.2%	SE
ASA level 1 - from 1st January 2024	420.00	440.00	20.00	4.8%	SE
ASA level 2 - from 1st January 2024	695.00	725.00	30.00	4.3%	SE
ASA Coaching Aquatic Pre-Fundamentals (QCF) - 1/1/2024	295.00	305.00	10.00	3.4%	SE
<u>SPORTS HALL</u>					
Badminton / Pickleball- (Per hour, per court)					
- Adult	12.75	13.50	0.75	5.9%	SO
- Adult (block booking)	15.10	16.00	0.90	6.0%	SO
- Junior (off peak times only)	8.10	8.50	0.40	4.9%	SO
- Club	7.40	7.80	0.40	5.4%	SO
Badminton - 6 sessions for the price of 5	63.75	67.00	3.25	5.1%	SO
Table Tennis - (Per hour, per table)					
- Adult	12.70	13.30	0.60	4.7%	SO
- Junior (off peak times only)	8.10	8.50	0.40	4.9%	SO
Second table on court	8.25	8.70	0.45	5.5%	SO
Table tennis - 6 sessions for the price of 5	63.50	66.50	3.00	4.7%	SO
LTLC Olympic Hall (6 courts) JWSC Sports Hall (4 courts)					
- Per hour/per court	22.00	23.10	1.10	5.0%	SS
- Per hour/whole hall (LTLC - including bleachers)	171.00	215.00	44.00	25.7%	SS
- Per hour/whole hall (LTLC - excluding bleachers)	124.00	130.00	6.00	4.8%	SS
JWSC Cricket Nets (four nets) per hour	77.10	81.00	3.90	5.1%	SS

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	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2023/24	2024/25	2023/24	2023/24	
	£	£	£	%	
SWIMMING					
Casual swimming					
- Adult	5.65	5.90	0.25	4.4%	SO
- Junior	3.05	3.20	0.15	4.9%	SO
- Concession (other than junior)	3.40	3.60	0.20	5.9%	SO
- Family swim (two adults + up to two children or one adult and up to three children)	12.85	13.50	0.65	5.1%	SO
- Parent/guardian plus under three	3.05	3.20	0.15	4.9%	SO
- Fun toy swim	3.40	3.60	0.20	5.9%	SO
- Leisure 50s	3.40	3.60	0.20	5.9%	SO
- Swim and socialise	4.40	4.60	0.20	4.5%	SO
- Child under three		free			
- Designated disabled session (customer and carer). In any other public swim session the disabled person pays the normal price but a carer attending purely to aid the disabled person is allowed in free of charge)		free			
Book of Swimming Tickets (6 tickets for the price of 5)					
- Adult	28.25	29.50	1.25	4.4%	SO
- Junior	15.25	16.00	0.75	4.9%	SO
- Concessionary	17.00	18.00	1.00	5.9%	SO
- Leisure Club over 50s	17.00	18.00	1.00	5.9%	SO
Swimming Lessons / Courses					
Adult lesson (30 mins), youth lifesaving & swim trainer					
- 50 weeks cash block - including free casual swimming	416.00	436.80	20.80	5.0%	SE
- Direct Debit membership (per month) - including free casual swimming for Youth & Swim Trainer	38.50	40.40	1.90	4.9%	SE
Junior lesson (30 mins)					
- 50 weeks cash block - including free casual swimming	327.50	343.90	16.40	5.0%	SE
- Direct Debit membership (per month) - including free casual swimming	30.40	32.00	1.60	5.3%	SE
- Joining fee for swimming lessons	NEW	20.00	NEW		SS
- School Swimming (30 mins) with instruction/per child - from 1st September 2024	2.90	3.00	0.10	3.4%	SE
- Individual course (6 x 30 mins) (1 to 1)	145.15	152.40	7.25	5.0%	SE
- Individual course (6 x 30 mins) (1 to 2)	226.50	237.80	11.30	5.0%	SE
- Individual course (6 x 30 mins) (1 to 3)	257.00	269.90	12.90	5.0%	SE
Pool Hire (per hour)					
Pool Parties - main pool	177.00	221.00	44.00	24.9%	SO
Pool Parties - JWSC learner pool on its own	118.50	148.00	29.50	24.9%	SO
Pool Parties - JWSC learner pool in addition to main pool	29.80	37.30	7.50	25.2%	SO
Gala Pool Hire	141.00	148.00	7.00	5.0%	SS
Club Hire Training - single lane	20.10	21.10	1.00	5.0%	SS
Club Hire Training - multiple lanes - per lane	15.40	16.20	0.80	5.2%	SS

BROXBOURNE SPORT AND BROXBOURNE LEISURE AND CULTURE CONCESSIONARY QUALIFICATIONS

Category	Proof required	Renewal date	Expiry date
Young people 16 or under	Passport or birth certificate	N/A	17th birthday
People in full time education	Student ID card or school letter	August 31 at end of academic year that proof relates to	
Income based job seekers	Notice of entitlement to income based job seekers allowance	Last date of period specified on notice	
Low income families	Notice of entitlement to income support	Last date of period specified on notice	
Disabled persons	Notice of entitlement showing allowance for disability	Last date of period specified on notice	
Persons aged 65 or above	Passport, driving licence or birth certificate	N/A	None
War pensioner or widow	Notice of entitlement	N/A	None
Hertfordshire Additional Needs Database (HAND) member	Membership card	N/A	20th birthday
Ex-service personnel	Proof of service	N/A	