

**FEES AND CHARGES**  
**2013/14**

## CONTENTS

The majority of fees and charges for 2013/14 were approved by the Cabinet at its meeting on 5th October 2012

All charges shown in this book include VAT at the Standard Rate unless indicated otherwise. Should the VAT rate change during the year some of the charges contained herein will be subject to change.

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**COMMUNITY & LEISURE SERVICE  
FEES AND CHARGES 2013/14**

<b>SPORTING ACTIVITIES</b>	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>	
<b>Charlton Sports Centre</b>			
<b>Football:</b>			
Adults	Monday to Friday	41.20	42.25
	Saturday/Sunday	51.00	52.30
Under 16	Charged at 50% of the full fee		
Supplement for use of Floodlit Pitch (per hour)		17.50	17.95
Training	per pitch/hour	11.85	12.15
	changing accommodation supplement	4.10	4.20
Mini Soccer		11.85	12.15
<b>Cricket:</b>			
Adults	Monday to Friday	40.80	41.85
	Saturday or Sunday	53.15	54.50
25% reduction for all weather strip			
Under 16	Charged at 50% of the full fee		
<b>Hire of Showground:</b>			
Per day (commercial hire)		On application	
<b>Hire of Showground and Football Fields:</b>			
Per day (commercial hire)		On application	
<b>Running Track:</b>			
Annual Season Ticket (April to March)			
Adult		32.55	33.35
Junior		16.45	16.85
Day Ticket			
Adult		2.90	2.95
Junior		1.30	1.30
<b>Meetings:</b>			
Saturday/Sunday/Bank Holidays			
9 am to 6 pm		233.80	239.85
Half Day (up to 4 hours)		138.50	142.00
Monday to Friday			
9 am to 6 pm		138.00	141.50
Half Day (up to 4 hours)		92.70	95.00
Under 16 - charged at 60% of the full fee			
Supplement to be charged for Floodlighting (per hour)			
		17.50	17.95
Groundsman attendance (half day)			
		66.95	68.50
Group training track only (per hour)			
		9.25	9.45
<b>Hire of Pavilion Room:</b>			
Per hour		9.75	10.00

**COMMUNITY & LEISURE SERVICE  
FEES AND CHARGES 2013/14**

		<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>SPORTING ACTIVITIES</b>			
<b>London Road Sports Ground</b>			
<b>Football:</b>			
Adults	Monday to Friday	41.20	42.25
	Saturday / Sunday	51.00	52.30
Under 16	Charged at 50% of the full fee		
Mini Soccer		11.85	12.15
<b>Cricket:</b>			
Adults	Monday to Friday	40.80	41.85
	Saturday / Sunday	53.15	54.50
Under 16	Charged at 50% of the full fee		
<b>Walworth Sports Centre</b>			
<b>Football:</b>			
Adults	Monday to Friday	41.20	42.25
	Saturday / Sunday	51.00	52.30
Under 16	Charged at 50% of the full fee		
Training	Per pitch / hour	11.85	12.15
	Changing accommodation supplement	4.10	4.20
Mini Soccer		11.85	12.15
<b>Rounders:</b>			
Per match		17.50	17.95
<b>Hire of Ground:</b>			
Per day (commercial hire)			On application
<b>Rooksbury Mill</b>			
<b>Fishing:</b>			
Daily permit - per rod		7.00	7.15
Season ticket		45.00	46.00
* Under 16 and over 60 - 50% fees			

**COMMUNITY & LEISURE SERVICE  
FEES AND CHARGES 2013/14**

<b>SPORTING ACTIVITIES</b>	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>	
<b>Romsey Memorial Park</b>			
<b>Tennis:</b>			
Adult - per court per hour	FREE	FREE	
Child - per court per hour	FREE	FREE	
<b>Fishing:</b>			
Residents (per rod per day)	15.45	15.85	
Non-Residents (per rod per day)	30.40	31.15	
Residents (per rod per half day)	9.55	9.75	
Non-Residents (per rod per half day)	19.35	19.85	
Charges also applicable to Watermills Park			
* Residents under 16 and over 60 - 50% fees			
<b>Romsey Sports Centre</b>			
<b>Cricket:</b>			
Adults	Monday to Friday	40.80	41.85
	Saturday / Sunday	53.15	54.50
Under 16	Charged at 50% of the full fee		
	Artificial Wicket (per hour per net)	N/A	1.00
<b>Squash:</b>			
Per 40 minutes per court	peak	6.45	6.60
	off - Peak	4.60	4.70
Junior Off Peak Charge		3.20	3.25
<b>Football and Rugby:</b>			
Adults	Monday to Friday	41.20	42.25
	Saturday / Sunday	51.00	52.30
Under 16	Charged at 50% of the full fee		
<b>Reduced fees for Clubs if no changing room available:</b>			
Adults	Monday to Friday	32.55	33.35
	Saturday / Sunday	37.00	37.95
Under 16	Charged at 50% of the full fee		
<b>Training:</b>			
	Per pitch / hour	11.80	12.15
	Changing accommodation supplement	4.10	4.20
<b>User fee for use of showers etc.</b>		0.70	0.70

**COMMUNITY & LEISURE SERVICE  
FEES AND CHARGES 2013/14**

<b>SPORTING ACTIVITIES</b>	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Romsey Sports Centre (Cont.)</b>		
<b>Tennis:</b>		
Adult per court per hour	6.75	6.90
Child per court per hour (Includes changing accommodation)	3.40	3.45
Hire of Rackets	1.15	1.15
Hire of Other Equipment	0.60	0.60
<b>Table Tennis:</b>		
Adult	4.70	4.80
Junior	3.55	3.60
<b>Rounders Pitch:</b>	17.50	17.95
<b>Adventure Golf:</b>		
Adult	2.25	2.30
Junior	1.15	1.15
<b>Hire of Ground:</b>		
Per day (commercial hire)	On application	
<b>Smoothie Bike</b> Daily Hire	50.00	51.00
<b>Saxon Fields Sports Ground</b>		
<b>Football:</b>		
Adults      Monday to Friday	41.20	42.25
Saturday / Sunday	51.00	52.30
Under 16      Charged at 50% of the full fee		
Training      per pitch / hour	11.85	12.15
changing accommodation supplement	4.10	4.20
Mini Soccer	11.85	12.15

**COMMUNITY & LEISURE SERVICE  
FEES AND CHARGES 2013/14**

<b>SPORTING ACTIVITIES</b>	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>	
<b>Hunts Farm Sports Centre</b>			
<b>Cricket:</b>			
	Monday to Friday	40.80	41.85
	Saturday or Sunday	53.15	54.50
Under 16	Charged at 50% of the full fee		
<b>Football:</b>			
Adults	Monday to Friday	41.20	42.25
	Saturday or Sunday	51.00	52.30
Under 16	Charged at 50% of the full fee		
Training	per pitch/hour	11.80	12.15
	changing accommodation supplement	4.10	4.20
Mini Soccer	per match per pitch	11.85	12.15
<b>Croquet Lawn:</b>			
	Per match	35.25	36.15
<b>Hire of Top Room (Pavilion):</b>			
	Per hour	9.50	9.70
<b>Hire of Ground:</b>			
	Per day (commercial hire)	On application	

## **COMMUNITY & LEISURE SERVICE FEES AND CHARGES 2013/14**

### **Usage by Clubs**

Full payment in advance for block bookings of 10 or more regular (no further apart than 14 days) sessions for the same activity at the same venue will attract VAT exemption, provided all regulations are complied with. Any cancellation reducing the block booking to below 10 sessions will incur VAT on all remaining sessions except in the event that the Council cancels the booking in the event of unforeseen non-availability.

New clubs or groups may be granted initial discounts at the discretion of the contractor, in consultation with the Head of Finance and Head of Community & Leisure.

### **Notes - All Sports Facilities**

- I. Cancelled Bookings - 48 hours notice must be given of a cancellation otherwise the full charge will be payable if the facility cannot be re-let, unless adverse weather conditions caused cancellation.
- II. Alterations to Charges - the Council reserve the right to alter charges of any facility without prior notice, particularly if the rate of VAT changes.
- III. Course Fees, Hire and Sale of Equipment will be charged at the market rate in agreement with the Head of Leisure.
- IV. Non-Specified Charges - authority is given to the contractor, in conjunction with the Head of Community & Leisure and the Head of Finance, to negotiate and agree charges for the use of non-specified areas, experimental schemes and group bookings to encourage the use of underused or unused facilities and to negotiate discounts with charitable or youth bodies.

**COMMUNITY & LEISURE SERVICE  
FEES AND CHARGES 2013/14**

<b>The Lights</b>	<b>CHARGES 2012/13</b>		<b>CHARGES 2013/14</b>	
	<b>Non- Commercial</b>	<b>Commercial</b>	<b>Non- Commercial</b>	<b>Commercial</b>
	<b>£</b>		<b>£</b>	
All charges exclude VAT at the standard rate with the exception of those marked *.				
<b>Hire of Theatre</b>				
4 hours	279.90	458.88	288.30	472.65
8 hours	363.68	610.26	374.59	628.57
12 hours	548.38	916.81	564.83	944.31
Weekly Hire	1,893.62	1,893.62	1,950.43	1,950.43
Charge for Sunday Hire	N/A	N/A	150.00	200.00
Sunday 10am - 10pm. Monday to Saturday 6pm to 11pm				
<b>Hire of Arena</b>				
4 hours	190.41	297.99	196.12	306.93
8 hours	244.67	379.87	252.01	391.27
12 hours	270.39	435.08	278.50	448.13
<b>Hire of Conference Room</b>				
4 hours	74.26	122.81	76.49	126.49
8 hours	128.52	215.16	132.38	221.61
12 hours	167.55	278.94	172.58	287.31
<b>Hire of Board Room</b>				
4 hours	65.69	109.48	67.66	112.76
8 hours	111.39	190.41	114.73	196.12
12 hours	147.56	243.73	151.99	251.04
<b>Hire of Studio One</b>				
4 hours	89.49	153.28	92.17	157.88
8 hours	162.80	254.20	167.68	261.83
12 hours	202.79	330.36	208.87	340.27
<b>Hire of Dance Studio</b>				
4 hours	89.49	153.28	92.17	157.88
8 hours	162.80	254.20	167.68	261.83
12 hours	202.79	330.36	208.87	340.27
Additional dressing room per 4 hour session	32.38	32.38	33.35	33.35

**COMMUNITY & LEISURE SERVICE  
FEES AND CHARGES 2013/14**

The Lights	CHARGES 2012/13		CHARGES 2013/14	
	£		£	
	Non-Commercial	Commercial	Non-Commercial	Commercial
All charges exclude VAT at the standard rate with the exception of those marked *.				
Flipchart Hire (per day)	8.50	8.50	8.50	8.50
Laptop	N/A	N/A	40.00	40.00
Projector	N/A	N/A	50.00	50.00
Screen Hire (per day)	31.89	31.89	31.89	31.89
Laptop, Projector, Screen (per day)	116.93	116.93	116.93	116.93
Technical Services (4 hour session)	53.14	53.15	54.74	54.74
Ticket Printing - per show	12.00	12.00	12.50	12.50
Spotlight Theatre Membership Scheme - Renewal	16.00 *	16.00 *	N/A *	N/A *
Spotlight Theatre Membership Scheme - New Members and Renewals	20.00 *	20.00 *	20.00 *	20.00 *
Box Office Commission	6.00%	10.00%	6.00%	10.00%
Credit Card Commission	3.00%	3.00%	3.00%	3.00%
These charges apply where The Lights prints and processes tickets for hirers of facilities.				
Non-cash transaction fee	1.00 *	1.00 *	1.00 *	1.00 *
Internet Booking Fee	N/A	N/A	2.00 *	2.00
Grand Piano Hire (inc. moving and tuning)	79.72	79.72	80.00	80.00
TV & DVD (per day)	31.89	31.89	31.89	31.89
Lectern (per day)	10.63	10.63	10.63	10.63
Radio Microphone	15.94	15.94	16.42	16.42
Advertising - What's On Brochure - 1/6th page	75.00	100.00	75.00	100.00
Advertising - What's On Brochure - 1/3rd page	100.00	150.00	100.00	150.00
Banner Site - Lights' Roof	50.00 *	50.00 *	50.00 *	50.00 *
Star Cloth	N/A	N/A	35.00	35.00
Wedding Reception Venue Hire	1,500.00 *	N/A	1,500.00 *	N/A

## COMMUNITY & LEISURE SERVICE FEES AND CHARGES 2013/14

### Cemeteries

The fees, payments and sums set out below apply where the person to be interred was, or immediately before death was, a resident of the Borough of Test Valley or, in the case of a stillborn child, where one of the parents is, or at the time of interment was, such a resident. In all other cases the fees and charges relating to non-residents will apply.

(Persons who were formerly residents of the Borough of Test Valley shall be considered as residents for the purpose of the scale of fees, if the date of death is less than twelve months after leaving the Borough.)

	2012/13 £	2013/14 £
<b>1 Interment and Scattering Management Fee</b>		
(No charge for persons 3 years or under)		
Ashes interment	225.00	230.00
Scattering of Ashes	225.00	230.00
Burial Plots single	496.00	508.00
Burial Plots double	613.00	628.00
NB - Above charges are for Test Valley residents. Double fee is payable for non-residents.		
<b>2 Combined Fee for Purchase of Exclusive Right of Burial and Erection of Memorial</b>		
These fees include the Deed of Grant and all expenses thereof.		
<u>Full Burial Plots</u>		
a. Childs Plot size 0.914m x 0.609m(3'0" x 2'0")	257.00	263.00
<u>Memorial Guidance</u>		
A headstone, tablet, wooden cross or inscribed vase. Overall measurements should not exceed 1.066m(3'6") in height including the base, 0.609m(2'0") in width including the base and 0.457m(1'6") in depth.		
b. Single Depth Plot size 1.981m x 1.143m(6'6" x 3'9") and 1.371m(4'6" in depth)	405.00	415.00
<u>Memorial Guidance</u>		
A headstone, tablet, wooden cross or inscribed vase. Overall measurements should not exceed 1.066m(3'6") in height including the base, 0.762m(2'6") in width including the base and 0.457m(1'6") in depth.		
c. Double Depth Plot size 1.981m x 1.143m(6'6" x 3'9") and 1.828m(6'0" depth)	574.00	588.00
<u>Memorial Guidance</u>		
A headstone, tablet, wooden cross or inscribed vase. Overall measurements should not exceed 1.066m(3'6") in height including the base, 0.762m(2'6") in width including the base and 0.457m(1'6") in depth.		
<u>Standard Cremated Remains Plots</u>		
d. Cremated remains plot size 0.457m x 0.304m(1'6"x1'0"). Applies to both double and single depth.	313.00	321.00
<u>Memorial Guidance for Standard Cremated Remains Plots</u>		
A flat tablet not exceeding 0.457m(1'6") x 0.304m(1'0") x 0.050m(2")		

**COMMUNITY & LEISURE SERVICE  
FEES AND CHARGES 2013/14**

	CHARGES 2012/13 £	CHARGES 2012/13 £
<b>Cemeteries (Cont.)</b>		
<u>Proposed Cremated Remains plots</u>		
e. Cremated remains plot size 0.609m(2'0") x 0.609m(2'0"). Applies to both double and single depth.	350.00	359.00
<u>Memorial Guidance for Proposed Cremated Remains Plots</u>		
A tablet, cross, book or desk top style memorial not exceeding 0.508m(1'8") high.		
<b>3 Monuments, Gravestones, Tablets and Monumental Inscriptions</b>		
(Where the Exclusive Right of Burial was purchased prior to the introduction of the combined fee - 01 April 2004)		
<u>Lawn Memorial</u>		
a. A headstone, tablet, wooden cross, inscribed vase, not exceeding 1.066m(3'6") in height, 0.609m(2'0") in width or (0.780m(2'6") including the base) and 0.457m(1'6") in depth	120.00	123.00
<u>Cremation Tablet - Single</u>		
b. a tablet not exceeding 0.457m(1'6") x 0.304m(1'0") x 0.050m(2") on site for cremated remains	92.00	94.00
c. Additional Inscription	25.75	26.00
d. Replacement memorial (identical)	25.75	26.00
e. Renovation of memorial	25.75	26.00

Memorials covering the whole of the surface of a burial plot, with or without kerbs, are neither permitted in the lawn area of the Andover Cemetery nor the Charlton (Andover) and Woodley (Romsey) Cemeteries. The following monuments only will be permitted;

On a grave - a headstone, tablet, wooden cross or inscribed vase.

On a site of cremated remains - an inscribed tablet set flush with the ground surface.

On a proposed cremation plot - a tablet, cross, book or desk top style memorial.

**4 Other Cemetery Services**

a. Transfer of Exclusive Right of Burial to a new registered owner.	32.00	33.00
b. Top up purchase of Exclusive Right of Burial for five years	20.00	21.00
c. Copy of Deed of Grant	27.00	28.00
d. Copy of Registry Entry	10.00	10.00
e. Hire of Charlton Cemetery family room / hour	21.00	21.50
f. Exhumation	On application	
g. Genealogy services	15.00	15.00

## COMMUNITY & LEISURE SERVICE FEES AND CHARGES 2013/14

### **Sporting Facilities managed by Valley Leisure Ltd**

Andover Leisure Centre	01264 347100	reception@andover-leisure-centre.co.uk
Romsey Rapids	01794 830333	sales@the-rapids.co.uk (Membership Only)
Charlton Lakeside Pavilion	01264 338759	clp.valleyleisure@hotmail.co.uk
The Knightwood Leisure Centre	023 8027 6254	knightwoodleisurecentre@hotmail.com

For current fees and charges for all facilities available at the above sites please contact Valley Leisure Limited.

### **Leisure Facilities managed by Andover Community Services Ltd (ACS)**

The Sports Academy	01264 334366	david.bonthuys@andovercommunityservices.co.uk
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**CORPORATE  
FEES AND CHARGES 2013/14**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Advertising - Test Valley News</b>		
1/2 Page Advert Portrait (127mm x 350mm) Landscape (259mm x 172mm)	1,000.00	1,000.00
1/4 Page Advert Portrait only (127mm x 172mm)	650.00	650.00
1/8 Page Advert Portrait (61mm x 172mm) Landscape (127mm x 86mm)	350.00	350.00
1/16 Page Advert Portrait only (61mm x 86mm)	200.00	200.00
Small Advert Portrait only (63mm x 66mm)	125.00	125.00

For details of artwork requirements, please contact the editor on 01264 368000.

**General Photocopying**

General Photocopying (per A4 side)

Black and White		
A4/A5	0.20	0.20
A3	0.40	0.40
Colour		
A4/A5	0.75	0.75
A3	1.50	1.50
Student/Parish Council Rate- (Black and White only);		
A4/A5	0.10	0.10
A3	0.20	0.20

NOTE - All charges above are subject to VAT at the standard rate



## ENVIRONMENTAL SERVICE FEES AND CHARGES 2013/14

	CHARGES 2012/13 £	CHARGES 2013/14 £
<b>Bulky Household Waste Collection</b>		
Single Item	16.00	20.00
Multiple items (maximum of four items)	29.00	36.25
Garden Waste - price on application, subject to a minimum charge of	29.00	30.00
Disposable sacks for Schedule 2 Waste (roll of 25)	50.00	52.00
<b>Garden Waste Collection</b>		
Annual Fee - Early Bird - May to April	22.00	24.00
Annual Fee - non early bird - May to April	25.00	27.50
6 Monthly Fee - 1 November to 30 April	14.00	15.50
Annual Fee - Concessionary Rate - May to April	14.00	15.50
Replacement sack	1.00	1.00
<b>Wheeled Bins</b>		
Delivery of 240L/140L wheeled bin for waste collection (per bin)	N/A	25.00
<b>Shopping Trolley Return</b>		
Removal, Storage and Return	75.00	75.00
Direct return (where an agreement is in place with the owner)	35.00	35.00
<b>Fixed Penalty Notice</b>		
	Min / Max	Min / Max
Dog Fouling and Dropping Litter	50 / 80	50 / 80
Street Litter Control Notices/Litter Clearing Notices	60 / 110	60 / 110
Graffiti / Flyposting	50 / 80	50 / 80
Offences in relation to waste receptacles	60 / 110	60 / 110
Abandoning a Vehicle	120 / 200	120 / 200
Failure to produce authority (waste transfer notes)	180 / 300	180 / 300
Failure to furnish documentation (waste carrier's licence)	180 / 300	180 / 300

**ENVIRONMENTAL SERVICE  
FEES AND CHARGES 2013/14**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Vehicle Workshop Charges</b>		
Brake Roller Test (Per Axle)	22.00	22.00
<b>Hire Charges</b>		
Man Hire	23.00	23.50
Man and Van Hire	31.00	33.00
Mechanical Sweeper - Large (HGV) Sweeper	45.00	47.00
Mechanical Sweeper - Compact Unit	35.00	36.00
<p>Hire charges are per hour, subject to a minimum 1 hour hire. Travel time is in addition to hire charge and may require an additional charge.</p>		
<b>Sewerage &amp; Drainage - Sand Bags</b>		
<p>Filled sandbags free in emergency, limited to 30 for industrial and commercial properties Non emergency situations;</p>		
Sandbag delivery in office hours (8:30-16:30 Mon - Thur 8:00-16:00 Fri)	31.00	32.00
Sandbag delivery outside office hours	68.00	70.00
Empty (for 6, collected)	2.70	2.80
Filled (collected)	2.10	2.20
<p>NOTE - All charges above are subject to VAT at the standard rate</p>		
<b>MoT Test Fees</b>		
Class 4 vehicles (Cars)	40.00	40.00
Class 5 vehicles (Passenger vehicles)	50.00	50.00
Class 7 vehicles (Goods vehicles up to 3,500 kg)	50.00	50.00
Combined Taxi / Hackney Carriage Test & MoT	75.00	75.00

**ESTATES & ECONOMIC DEVELOPMENT SERVICE  
FEES AND CHARGES 2013/14**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>High Street</b> (Daily or part thereof)		
Concessionary	54.00	55.00
Private Hire	120.50	124.00
Commercial Hire	434.00	445.00
 <b>Time Ring</b> (Daily or part thereof)		
Concessionary	19.00	Nil
Private Hire	36.00	Nil
Commercial Hire	120.50	124.00

Conditions of Hire:

Full terms and conditions can be viewed on the

Council's website [www.testvalley.gov.uk](http://www.testvalley.gov.uk)

Or contact the Estates Service on 01264 368000

**ESTATES & ECONOMIC DEVELOPMENT SERVICE  
FEES AND CHARGES 2013/14**

**THE RENDEZVOUS / UPPER GUILDHALL**

Sessions	Private Hire		Commercial Hire		Concessionary	
	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Thursday	Fri., Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Daily 08.00 - 24.00	142.00	269.00	330.00	467.00	96.00	126.00
Morning 08.00 - 13.00	47.00	92.00	109.00	166.00	32.00	39.00
Afternoon 13.00 - 18.00	47.00	92.00	109.00	166.00	32.00	39.00
Evening 18.00 - 24.00	56.00	100.00	126.00	174.00	41.00	66.00
Hourly (Min. 2 hrs)	28.00	32.00	52.00	67.00	14.00	16.00

**Wedding Fees**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
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Weekday (excluding bank holidays)	163.00	167.00
Saturday	254.00	261.00
Sunday / Bank Holiday	276.00	283.00

The above fee includes 1 hours for rehearsal  
Bookings can be for morning (08:00 - 13:00) or afternoon (13:00 - 16:00)

**Conditions of Hire**

See Crosfield Hall Charges

**ESTATES & ECONOMIC DEVELOPMENT SERVICE  
FEES AND CHARGES 2013/14**

**CROSFIELD HALL**

<b>Whole Complex</b>	<b>Private Hire</b>		<b>Commercial Hire</b>		<b>Concessionary Hire</b>	
Sessions	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Thursday	Fri., Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Daily 08.00 - 24.00	265.00	299.00	347.00	479.00	180.00	239.00
Morning 08.00 - 13.00	81.00	91.00	105.00	144.00	53.00	70.00
Afternoon 13.00-18.00	107.00	118.00	140.00	193.00	70.00	95.00
Evening 18.00 - 24.00	107.00	118.00	140.00	193.00	70.00	95.00
Hourly (Min. 2 hrs)	29.00	31.00	36.00	47.00	17.00	24.00
<b>Main Hall</b>	<b>Private Hire</b>		<b>Commercial Hire</b>		<b>Concessionary Hire</b>	
Sessions	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Thursday	Fri., Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Daily 08.00 - 24.00	180.00	200.00	274.00	386.00	117.00	180.00
Morning 08.00 - 13.00	53.00	63.00	83.00	115.00	37.00	53.00
Afternoon 13.00-18.00	70.00	81.00	109.00	154.00	47.00	70.00
Evening 18.00 - 24.00	70.00	81.00	109.00	154.00	47.00	70.00
Hourly (Min. 2 hrs)	17.00	21.00	29.00	39.00	12.00	17.00
<b>Annexe</b>	<b>Private Hire</b>		<b>Commercial Hire</b>		<b>Concessionary Hire</b>	
Sessions	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Thursday	Fri., Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Daily 08.00 - 24.00	134.00	147.00	206.00	290.00	90.00	146.00
Morning 08.00 - 13.00	40.00	44.00	64.00	89.00	28.00	44.00
Afternoon 13.00-18.00	53.00	63.00	83.00	115.00	37.00	61.00
Evening 18.00 - 24.00	53.00	63.00	83.00	115.00	37.00	61.00
Hourly (Min. 2 hrs)	13.00	14.00	21.00	30.00	9.00	14.00
<b>Mayor's Parlour</b>	<b>Private Hire</b>		<b>Commercial Hire</b>		<b>Concessionary Hire</b>	
Sessions	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Thursday	Fri., Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Daily 08.00 - 24.00	51.00	67.00	90.00	124.00	38.00	62.00
Morning 08.00 - 13.00	16.00	21.00	28.00	38.00	12.00	17.00
Afternoon 13.00-18.00	21.00	28.00	37.00	48.00	14.00	24.00
Evening 18.00 - 24.00	21.00	28.00	37.00	48.00	14.00	24.00
Hourly (Min. 2 hrs)	7.00	8.00	9.00	13.00	4.00	7.00

# ESTATES & ECONOMIC DEVELOPMENT SERVICE FEES AND CHARGES 2013/14

## CROSFIELD HALL (Cont.)

### NOTES:

#### Storage Charges

(For Regular Hirers of the Crosfield Hall)

Type of Storage	Size	Annual Charge
Metal Cupboard	Up to 1200mm x 1000mm x 470mm	£39.00
Storage area under stage (One Side)	1200mm x 3600mm x 6000mm	£132.00

- 1) All items are left at hirers own risk. Test Valley Borough Council will not be held responsible for any theft or damage that might occur whilst equipment etc is stored on the premises.
- 2) The location of storage is at the discretion of the Estates Service.
- 3) The above storage facility will be made available to groups and / or organisations who hire the Crosfield Hall in advance for no less than one booking per month for a minimum of ten months in any one calendar year.
- 4) The storage of equipment etc. will be subject to prior arrangement with the Head of Estates.
- 5) Test Valley Borough Council reserves the right to move and or dispose of any equipment left on the premises at the expiration of the storage hire period.

#### **Conditions of Hire for Guildhall and Crosfield Hall**

The scales of charges are subject to the conditions of hire

#### **Sunday Trading**

The Council will not permit a hiring which contravenes the Shops Act 1994.

#### **Discounts**

A discount of 10% will be given on the total bill to all categories of hirers on bookings for 2 or more days, whether consecutive days or block bookings, when payment is made in advance, or where 2 or more rooms are hired for the same day(s).

#### **Concessionary Rates**

- 1) Concessionary rates of hire will be charged to individuals/organisations for bookings falling within the following guidelines and the Head of Estates and Corporate Director exercise discretion where any doubts arise as to whether or not the applicant falls within the guidelines:-
  - a) for individuals or organisations, based in Test Valley, who hire the halls for a purpose which benefits the community at large, the organisation is bona fide, and only pays honoraria to its officers
  - b) for individuals or organisations who hire the hall as a meeting place purely for discussions etc. where no charge for admission is made
- 2) The Head of Estates is authorised not to require payment in advance in respect of bookings for concessionary rates of hire.
- 3) The Head of Estates is authorised to decide into which category, i.e. commercial, private or concessionary, an application falls.
- 4) The Head of Estates is authorised to request a £200 deposit from hirers. This amount can be used to pay for damage/additional cleaning works, with the balance to be refunded.

**ESTATES & ECONOMIC DEVELOPMENT SERVICE  
FEES AND CHARGES 2013/14**

**OFFICE ACCOMMODATION - BEECH HURST**

Conference Room 1	Private Hire		Commercial Hire		Concessionary Hire	
	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Sessions						
Daily 09.00 - 23.00	210.00	438.00	317.00	537.00	146.00	N/A
Morning 09.00 - 13.00	105.00	210.00	130.00	254.00	74.00	N/A
Afternoon 13.00-17.00	105.00	210.00	130.00	254.00	74.00	N/A
Evening 18.00 - 23.00	109.00	241.00	163.00	317.00	95.00	N/A

Conference Rooms 2 & 5	Private Hire		Commercial Hire		Concessionary Hire	
	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Sessions						
Daily 09.00 - 23.00	142.00	210.00	189.00	317.00	89.00	N/A
Morning 09.00 - 13.00	74.00	121.00	100.00	159.00	48.00	N/A
Afternoon 13.00-17.00	74.00	121.00	100.00	159.00	48.00	N/A
Evening 18.00 - 23.00	79.00	136.00	107.00	198.00	60.00	N/A

Interview Room	Private Hire		Commercial Hire		Concessionary Hire	
	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays	Monday - Friday	Sat., Sun. & Bank Holidays
Sessions						
Daily 09.00 - 23.00	69.00	121.00	105.00	183.00	54.00	N/A
Morning 09.00 - 13.00	28.00	42.00	48.00	79.00	21.00	N/A
Afternoon 13.00-17.00	28.00	42.00	48.00	79.00	21.00	N/A
Evening 18.00 - 23.00	35.00	65.00	69.00	109.00	28.00	N/A

**Discounts**

A discount of 10% will be given on the total bill to all categories of hire on bookings for 2 or more days, whether consecutive days or block bookings, where payment is made in advance, or where 2 or more rooms are hired for the same day(s).

**Concessionary Rates**

No concessionary rates for Saturday, Sunday and Bank Holidays.

**Other**

Tea / Coffee / Biscuits / Cordial - per catering charges set by Property Surveyor Manager.  
Buffet lunches per menus

VAT applied at standard rate on catering, no VAT on rooms/halls hire.

Conference Aids            Standard facilities include flip chart stand and overhead projector and screens.



**HOUSING & ENVIRONMENTAL HEALTH SERVICE  
FEES AND CHARGES 2013/14**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Licences</b>		
Dog Breeders - plus Vet's fees		
Commercial Dog Breeders	135.00	138.00
Breeders for Dog Shows	96.00	98.50
Pet Shops	136.00	139.00
Home Trading Pet Shop	80.00	82.00
Riding Establishments (plus Vet's costs)	173.00	177.00
Animal Boarding Establishments		
Domestic Boarding Establishments	94.00	96.00
Commercial Boarding Establishments - Dogs	136.00	139.00
Commercial Boarding Establishments - Cats	118.00	121.00
Commercial Boarding Establishments - Combined	189.00	194.00
Dangerous Wild Animals (plus Vet's costs)	173.00	177.00
Zoo (per 4 or 5 years, plus Vet's costs)	945.00	945.00
Street Traders		
Up to seven days	37.00	38.00
Annual - one night per week	545.00	559.00
Annual - extra night per week	90.00	92.00
<b>Registrations</b>		
Initial Registration of Hairdressers	96.00	98.00
Ear / Skin Piercers and Tattooists	128.00	131.00
Electrolysis practitioners	128.00	131.00
<b>Hygiene Certificates</b> (plus analysis charges as deemed necessary)	63.00	64.00
<b>Dog Control</b>		
Collection Fee (plus kennelling fee for number of days/ part days recharged at cost)	35.00	35.00

**HOUSING & ENVIRONMENTAL HEALTH SERVICE  
FEES AND CHARGES 2013/14**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Houses in Multiple Occupation</b>		
Licensing - Basic Fee	409.00	420.00
- Maximum Fee	682.00	700.00
 <b>Housing Act Notices &amp; Orders</b>		
Determination, preparation & serving of a Notice or making of an Order	Hourly rate Min. 2hrs	Hourly rate Min. 2hrs
 <b>Health Education Courses</b>		
Food Hygiene Course - Level 2	54.00	55.00
Food Hygiene Course - Level 3	74.00	76.00
Other Health & Safety and Food Hygiene Courses - prices on request		
 <b>Photographs</b>		
Photograph from negative	6.00	6.00
Photograph from print	15.00	15.00
Digital Photographs	6.00	6.00
 <b>Motor Salvage Operators</b>		
Registration	75.00	75.00
Viewing of Register	Nil	Nil
Copy of Register	11.00	11.00
 <b>Environmental Protection Act / Pollution, Prevention and Control Act 1999 (Regulations 2000)</b>		
 <b>Environmental Protection Act - Prescribed Processes</b> In accordance with the DEFRA fees and charges scheme		
 <b>Immigration Assessment of Fitness -</b>		
<b>Checks for residency and work permit applications</b>	136.00 *	139.00 *
Plus VAT at standard rate		

## HOUSING & ENVIRONMENTAL HEALTH SERVICE FEES AND CHARGES 2013/14

	CHARGES 2012/13 £	CHARGES 2013/14 £
<b>Pest Control</b>		
<b>Domestic Premises:</b>		
Wasps, Bees, Hornets Nests	45.00	46.00
Each additional nest (Payment in advance)	15.00	15.00
Rats & Mice - Maximum of three visits	60.00	62.00
Charges for rat and mouse treatments are only applicable to those residents classed as non-vulnerable.		
There will be no charge for households in receipt of Council Tax Support.		
<b>Fleas</b>		
Up to 3 bedroomed property	60.00	62.00
4 bedroomed property	70.00	72.00
5 bedroomed property	80.00	82.00
In excess of 5 bedrooms, each additional bedroom	10.00	10.00
Re-visit within 10 days of initial treatment	Nil	Nil
Re-visit after 10 days of initial treatment, charges as above		
<b>Bed Bugs</b>		
Up to 3 bedroomed property	75.00	77.00
4 bedroomed property	85.00	87.00
5 bedroomed property	95.00	97.00
In excess of 5 bedrooms, each additional bedroom	10.00	10.00
Re-visit within 10 days of initial treatment	Nil	Nil
Re-visit after 10 days of initial treatment, charges as above		
Other Insects	60.00	62.00
(Minimum charge up to 1 hour, thereafter the hourly rate for each hour or part thereof)		
<b>Commercial Premises:</b>		
Non Contract work		
Rodents - initial visit	90.00	92.00
Rodents - additional visits	45.00	46.00
Fleas	70.00	72.00
Other Insects (Minimum charge - 1 hour)	70.00	72.00
Additional visits - hourly rate plus cost of materials		
Wasps, Bees, Hornets Nests (Payment in advance)	55.00	56.00
Each additional nest (Payment in advance)	20.00	21.00
Advice / Premises Surveys	20.00	21.00

**If an invoice is required a charge of £12 will be added to the cost of treatments.**

Contract Work - Rodents and Insects. Quotations given for individual premises

## HOUSING & ENVIRONMENTAL HEALTH SERVICE FEES AND CHARGES 2013/14

	CHARGES 2012/13 £	CHARGES 2013/14 £
<b>Work carried out for the Public</b>		
<p>(Work carried out on the legitimate request of the public OR in cases where the Council is entitled to act in default of a legal obligation upon a member of the public AND where there is no other legal constraint affecting the ability of the Council to determine a charge.</p> <p>The charge will equate to the cost of materials, travel, other services plus the cost of staff time. This staff time will be charged at £45 per hour (minimum 1 hour) plus £30 per additional half hour or part thereof, plus £24 administration time.</p>		
<b>Water Sampling</b>		
Plus Analysts fees for Water Supplies in Categories A-E	62.00	63.00
Swimming pools - plus analysts fee	24.00	24.00
<b>Food Register</b>		
Viewing register	Nil	Nil
Single entry from register	10.00	10.00
Section copy of register	38.00	39.00
Whole register copy	69.00	70.00
<b>Pollution and Contaminated Land</b>		
Contaminated land and general pollution related queries	43.00	43.00
Detailed contaminated land and pollution queries (Minimum of 1 hour, thereafter £43 for each hour or part thereof)	43.00	43.00
Contaminated Land Registry		
Viewing register	Nil	Nil
Single entry from register	6.00	6.00
Whole register copy	54.00	55.00
<b>Attendance at Court, Factual Statements</b>		
(Hourly rate of E & H Officer involved)		

**LEGAL & DEMOCRATIC SERVICE  
FEES AND CHARGES 2013/14**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Local Land Charges</b>		
LLC1	40.00	40.00
CON29	57.00	57.00
Additional parcels - LLC1	7.00	7.00
Additional parcels - CON29	8.00	8.00
Part II Enquiries	14.00	14.00
Handling Fee for CON29 - Question "O"	20.00	20.00
Additional Questions	20.00	20.00
Personal Search (reports)	35.00	N/A
Refresher Search	60.00	N/A
<b>Data Protection</b>		
Data Subject Access Requests - Statutory Maximum	10.00	10.00

**LEGAL & DEMOCRATIC SERVICE  
FEES AND CHARGES 2013/14**

		<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Electoral Register Fees - Statutory Charges</b>			
Data format	Per Transaction	20.00	20.00
	Per 1,000 names or part thereof	1.50	1.50
Print Format	Per Transaction	10.00	10.00
	Per 1,000 names or part thereof	5.00	5.00
<b>Electoral Register - Marked copies of Register and Absent Lists</b>			
<b>Statutory Charges</b>			
Data format	Per Transaction	10.00	10.00
	Per 1,000 names or part thereof	1.00	1.00
Print Format	Per Transaction	10.00	10.00
	Per 1,000 names or part thereof	2.00	2.00
<b>Licences</b>			
	Tables and Chairs on the Highway	194.00	199.00
	Sex Establishments - Grant, renewal or transfer	1,460.00	1,460.00
	Sex Establishments - Variation	182.00	182.00
<b>Hackney Carriages and Private Hire Vehicle Licences</b>			
	Replacement Plate	8.00	8.00
	Hackney Carriages - Vehicle	92.00	92.00
	- Inspection (Initial)	49.00	49.00
	- Inspection (Re-Test)	10.00	10.00
	Private Hire - Vehicle	92.00	92.00
	- Inspection (Initial)	49.00	49.00
	- Inspection (Re-Test)	10.00	10.00
	Operator Licence - One Year	77.00	77.00
	Operator Licence - Three Years	207.00	207.00
	New Driver Licence - One Year	147.00	147.00
	New Driver Licence - Three Years	207.00	207.00
	Renewal Driver Licence - One Year	96.00	96.00
	Renewal Driver Licence - Three Years	165.00	165.00
	Driver ID Validation service	N/A	7.50
	Replacement licence or badge	10.00	10.00

## LEGAL & DEMOCRATIC SERVICE FEES AND CHARGES 2013/14

### Gambling Act 2005 Permit Fees

	New Applications	Annual Fee	Renewal	Existing Operator new application	Variation of Permit	Transfer of Permit	Copy of Permit	Change of Name
	£	£	£	£	£	£	£	£
Family Entertainment Centre	300	N/A	300	N/A	N/A	N/A	15	25
Small Society Lottery	40	20	N/A	N/A	N/A	N/A	N/A	N/A
Club Gaming	200	50	200	100	100	N/A	15	N/A
Club Gaming Machine	200	50	200	100	100	N/A	15	N/A
Prize Gaming	300	N/A	300	N/A	N/A	N/A	15	25
Licensed Premises Gaming Machine (2 machines or less)	50	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Licensed Premises Gaming Machine (more than 2 machines)	150	50	N/A	100	100	25	15	25

### Gambling Act 2005 Premises Fees

	Non-fast track advance application (note 1)	Premises already holding provisional statement	Ordinary Premises Licence	Annual Fee	Variation of Permit	Transfer of Licence	Reinstatement of Licence	Provisional Statement
	£	£	£	£	£	£	£	£
Bingo premises	1,750	1,200	3,500	1,000	1,750	1,200	1,200	3,500
Family Entertainment Centre	1,000	950	2,000	750	1,000	950	950	2,000
Adult Gaming Centre	1,000	1,200	2,000	1,000	1,000	1,200	1,200	2,000
Betting premises	1,500	1,200	3,000	600	1,500	1,200	1,200	3,000

#### Notes

This is for existing licensed premises who wish to convert their existing licence but vary some or all of the default conditions proposed by the Gambling Commission that will be attached to the licence. For licence holders wishing to convert their existing licence who accept all the default conditions, the fee is £300. These fees will only apply during the transitional phase when licences are being converted.

The fee for notification of a change of circumstances is £50.

The fee for a copy of a licence is £25.

All charges are statutorily set and remain at the same levels as 2012/13.

## LEGAL & DEMOCRATIC SERVICE FEES AND CHARGES 2013/14

### Liquor Licences

#### Applications for Premises Licences

Property Band Rateable Value (£)	A 0 - 4,300	B 4,301 - 33,000	C 33,001 - 87,000	D 87,001 - 125,000	E 125,001 +
Fee for conversion applications	100.00	190.00	315.00	450.00	635.00
Fee for conversion applications (town centre properties used exclusively or primarily for selling alcohol)	N/A	N/A	N/A	900.00	1,905.00
Annual fee to be paid on anniversary of grant of licence	70.00	180.00	295.00	320.00	350.00

Additional fees for Premises and Club Premises with a capacity of over 5,000 persons.

Capacity	Additional fee payable on application	Additional annual fee payable
5,000 - 9,999	1,000	500
10,000 - 14,999	2,000	1,000
15,000 - 19,999	4,000	2,000
20,000 - 29,999	8,000	4,000
30,000 - 39,999	16,000	8,000
40,000 - 49,999	24,000	12,000
50,000 - 59,999	32,000	16,000
60,000 - 69,999	40,000	20,000
70,000 - 79,999	48,000	24,000
80,000 - 89,999	56,000	28,000
90,000 +	64,000	32,000

All charges are statutorily set and remain at the same levels as 2012/13.

**LEGAL & DEMOCRATIC SERVICE  
FEES AND CHARGES 2013/14**

<b>Liquor Licences Continued</b>	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Other Premises Fees</b>		
Copies of information contained in the register	POA *	POA *
Application for copy of licence	10.50	10.50
Notification of change of address	10.50	10.50
Application to vary individual as premises supervisor	23.00	23.00
Application to transfer premises licence	23.00	23.00
Interim authority notice	23.00	23.00
Application for making of a provisional statement	315.00	315.00
Notification of change in club rules	10.50	10.50
Change of name of registered address of club	10.50	10.50
Temporary event notices	21.00	21.00
Application for copy of notice on theft	10.50	10.50
Notification of change of name or address (personal licence)	10.50	10.50
Notice of interest in any premises	21.00	21.00
Personal Licence Fee	37.00	37.00
Minor variation	89.00	89.00

\* POA - Payment on Application



## PLANNING & BUILDING SERVICE FEES AND CHARGES 2013/14

	CHARGES 2012/13 £	CHARGES 2013/14 £
<b>Town and Country Planning</b>		
<b>Planning Pre Application Enquiry Fees</b> (figures exclude VAT at the Standard Rate)		
<b>These charges come into effect from the 1st of April 2011</b>		
Householder	40.00	40.00
1 dwelling	100.00	100.00
2-5 dwellings	180.00	180.00
6-9 dwellings	300.00	300.00
10-20 dwellings	530.00	530.00
21+ dwellings	10% of Application Fee	10% of Application Fee
Other development 0 -99m <sup>2</sup>	75.00	75.00
Other development 100-499m <sup>2</sup>	200.00	200.00
Other development 500-999m <sup>2</sup>	375.00	375.00
Other development 1,000m <sup>2</sup> +	450.00 or 10% of application fee whichever is greater	450.00 or 10% of application fee whichever is greater
Change of use	140.00	140.00
Advertisements	40.00	40.00
Variation of condition	50.00	50.00
<u>Reduced Fees</u>		
Proposals by Parish Councils	50% reduction	50% reduction
Proposals by non-profit making clubs or other non profit making sporting or recreational organisations, relating to playing fields for their own use	50% reduction	50% reduction
Follow up amended pre application enquiries	50% reduction	50% reduction
<u>Exemptions</u>		
Listed Building works not requiring planning permission	FREE	FREE
Conservation Area demolition	FREE	FREE
Article 4 directions	FREE	FREE
Alterations to dwelling houses or buildings to which members of the public are admitted, for the purpose of providing means of access for disabled people (or securing the safety, health or comfort of disabled people, in the case of dwelling houses).	FREE	FREE
Non-material amendments	FREE	FREE
Extension of time for implementation	FREE	FREE
<b>Planning Application Fees</b>	Statutory Scale of Charges	Statutory Scale of Charges

Full details can be viewed on the Council's website [www.testvalley.gov.uk](http://www.testvalley.gov.uk)  
Or contact the Planning & Building Service on 01264 368000

**PLANNING & BUILDING SERVICE  
FEES AND CHARGES 2013/14**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Plan Copying (per side)</b>		
A2	2.50	2.50
A1	5.00	5.00
A0	10.00	10.00
 A4 OS Site Plans for Planning Applications - set of 6 copies (including OS charge)	 18.00	 18.00
 1/500 scale - rural and urban; 1/1250 urban and 1/2500 rural		
<b>Planning Enquiries Relating to Land Transactions</b>		
Per hour of part thereof	35.00	35.00
<b>Planning Enquiries requiring research. Written response</b>	50.00	50.00
<b>Planning Permission - Letters of Compliance per enquiry</b>	60.00	N/A
Basic investigations, plus letter	35.00	35.00
Detailed investigations and/or site visit, plus letter	80.00	80.00
<b>Legal Agreements - Letters of Compliance per enquiry</b>		
Basic investigations, plus letter	35.00	35.00
Detailed investigations and/or site visit, plus letter	80.00	80.00

**PLANNING & BUILDING SERVICE  
FEES AND CHARGES 2013/14**

		<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Applications to Extinguish/Divert Public Rights of Way</b>			
	Retainer:	1,200.00	1,200.00
(Section 257)	{ if withdrawn if refused	300.00	300.00
- Basic Fee		600.00	600.00
- Opposed Orders	Additional work per hour plus advertising	90.00	90.00
Photocopying of Building Regulation Decision Notices		0.20	0.20
Photocopying of Building Regulation Completion Notices		0.20	0.20

**Building Control**

For fees and charges for all Building Regulations Applications please refer to the Council's website:  
[www.testvalley.gov.uk](http://www.testvalley.gov.uk)  
 or contact the Building Control Section on 01264 368741  
 or 01264 368312



**PLANNING POLICY & TRANSPORT SERVICE  
FEES AND CHARGES 2013/14**

**PARKING**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Parking Penalties</b>		
Higher Level Tariff Penalty Charge	70.00	70.00
Lower Level Tariff Penalty Charge	50.00	50.00
Higher Level Tariff Penalty Charge (if paid within 14 days)	35.00	35.00
Lower Level Tariff Penalty Charge (if paid within 14 days)	25.00	25.00
Higher Level Tariff Penalty Charge (if not paid within 60 days)	105.00	105.00
Lower Level Tariff Penalty Charge (if not paid within 60 days)	75.00	75.00
<b>Parking Tickets</b>		
Ultra Short Term		
30 minutes	0.45	0.45
45 minutes	0.65	0.65
1 hour	0.90	0.90
Short/Medium Term, Alternate Medium Term, Special Medium Term*		
2 hour maximum in some car parks		
1 hour	0.90	0.90
2 hours	1.50	1.50
3 hours	2.00	2.00
4 hours (Andover)	2.60	2.60
5 hours (Romsey)	3.20	3.20
Over 4/5 hours	5.50	5.50
* Special Medium Term incurs a £2 supplement on all charges		
Long Term / Special Long Term		
Up to 2 hours (Romsey) **	1.50	1.50
Up to 3 hours (Andover) **	1.10	1.10
Up to 5 hours	2.60	2.60
Over 5 hours	4.10	4.10
Coaches / Market Traders - up to 5 hours	3.30	3.30
Coaches / Market Traders - over 5 hours	6.60	6.60
** Special Long Term only		
<b>Season Tickets</b>		
Annual	640.00	640.00
Quarterly	185.00	185.00
Overnight (Andover Multi-Storey only if pay-on-foot completed)	50.00	50.00
Replacement (lost or missing)	30.00	30.00
<b>Residents' Permits</b>	15.00	15.00
<b>Miscellaneous Parking Charges</b>		
Testway residents' permits (lost or missing)	30.00	30.00
On-street permits (for vehicles exempt from 'parking places' in Romsey)	15.00	15.00
Tradesmen's waivers	15.00	15.00
Suspension of parking place, including waiver	60.00	60.00
Issue of quarterly bus pass (Augusta Park and Picket 20)	10.00	10.00

**PLANNING POLICY & TRANSPORT SERVICE  
FEES AND CHARGES 2013/14**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Highways</b>		
<b>Street and Property Naming</b>		
Administration of property name changes	75.00	77.00
Provide information on street naming and postal numbering on new developments		
1 dwelling	100.00	103.00
2 - 20 dwellings	200.00	205.00
21+ dwelling (price per dwelling)	10.00	10.00
Street re-naming (plus advertising and legal costs) Fee is payable in advance and is non-refundable. No charge will apply where the street naming request is submitted by the emergency services.	400.00	410.00
Temporary Traffic Regulation Orders Plus advertising costs recovered at cost	600.00	714.00
Temporary Road Closures (Town Police Clauses Act)	25.00	25.00
Temporary Road Closures (Commercial)	N/A	714.00
Management Fee for Speed Limit reminder signs	770.00	790.00
Supply of Traffic Survey Data	125.00	125.00
<b>Tourist Signs</b>		
Application Fee	125.00	125.00
Provision of signs		actual cost
Administration fee		20% of work cost (min £100.00)
Supervision fee		10% of work cost (min £50.00)
Maintenance fee		10% of work cost (min £50.00)
Replacement Fee		Actual cost plus supervision fee
* These fees are set by Hampshire County Council and may change during the year.		
<b>Planning Fees</b>		
Planning enquiries relating to land transactions	N/A	35.00
Planning enquiries requiring research, written response	N/A	50.00
Planning permissions letters of compliance per enquiry		
Basic investigations plus letter	N/A	35.00
Detailed investigations and/or site visit plus letter	N/A	50.00
Adoption inspections for roads, parking areas, drainage schemes per inspection	N/A	100.00
<b>High Hedges Complaint Fee</b>	300.00	300.00
<b>Tree Consent - written response per enquiry</b>	20.00	20.00
<b>Adoption Inspections of Open Space / Landscape Areas per inspection</b>	60.00	100.00

**REVENUES SERVICE  
FEES AND CHARGES 2013/14**

	<b>CHARGES 2012/13 £</b>	<b>CHARGES 2013/14 £</b>
<b>Council Tax/ Non Domestic Rates</b>		
Summons Costs	27.00 *	50.00 **
Liability Order Costs	63.00 *	46.00 **

\* Plus additional Court Charges

\*\* Includes Court Charges



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