



**MINUTES of
STRATEGY AND RESOURCES COMMITTEE
20 NOVEMBER 2025**

PRESENT

Chairperson	Councillor J Driver
Vice-Chairperson	Councillor J C Stilts
Councillors	S Dodsley, A Fittock, K M H Lagan, A M Lay, R H Siddall, P L Spenceley, M E Thompson and R G Pratt (Substitute for M F L Durham, CC)

350. CHAIRPERSON'S NOTICES

The Chairperson welcomed everyone to the meeting and went through some general housekeeping arrangements for the meeting.

351. APOLOGIES FOR ABSENCE AND SUBSTITUTION NOTICE

Apologies for absence were received from Councillors J R Burrell-Cook and M F L Durham CC. It was noted that Councillor R G Pratt was attending as a substitute for Councillor Durham.

352. MINUTES OF THE LAST MEETING

RESOLVED that the Minutes of the meeting of the Committee held on 2 October 2025 be approved and confirmed.

353. DISCLOSURE OF INTEREST

Councillors A M Lay and J Driver declared an interest in Agenda Item 11 - Transfer of Allotments, Brickhouse Farm, Maldon as they were a serving Member of Maldon Town Council. In response to a question, the Monitoring Officer advised that unless a Member was an allotment holder and had a personal financial interest they did not need to leave the meeting for that particular agenda item.

354. PUBLIC PARTICIPATION

No requests had been received.

355. HALF YEARLY TREASURY MANAGEMENT UPDATE

The Committee considered the report of the Director of Finance setting out the Council's investment activity for the first half of 2025 / 26 in accordance with the

Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management (TM) Code and the Council's Treasury Management Policy and Treasury Management Practices (TMPs).

The report provided an update on the following areas and further details were set out in the related Appendices:

- An overview of the external economic environment - Appendix 1 to the report had been prepared by the Link Group who provide treasury management consultancy and advice services to the Council.
- It was noted that as a result of capital receipts and internal borrowing invested balances would decrease.
- Investment Activity (April 2025 – September 2026)
- Performance – Budgeted income and outturn - The Director of Finance highlighted that the average return on investments was slightly higher than the 4.0% assumed in the 2025 / 26 Budget setting report. It was forecast that average interest rates would exceed 4.0% over the entire financial year.
- Outlook for the remainder of 2025 / 26 provided by the Link Group (attached at Appendix 2 to the report).
- Compliance with Prudential Indicators (Appendix 3) and Treasury Management Strategy.

It was noted that only one of the Prudential Indicators had been briefly breached and a prudent approach had been taken in relation to investment activity with priority being given to security and liquidity over yield.

In response to a question, the Director of Finance provided an explanation regarding liquidity and how the Council worked with projected cash flows to identify where an amount of money could be invested in line with criteria. He noted that although liquidity was important, security was the most important factor.

The Chairperson moved the recommendation as set out in the report. This was seconded and duly agreed.

RESOLVED that the Treasury Management report be received for compliance purposes.

356. RURAL SETTLEMENT LIST 2026 / 27

The Committee considered the report of the Director of Finance seeking Member's approval of the Rural Settlement List for the financial year 2026 / 27 (attached at Appendix A to the report) to determine and award Rural Rate Relief to eligible businesses.

In response to a question regarding whether Mayland and Maylandsea should be included, Members were reminded that the previous year they had been combined. This change had taken them out of the parameters for business rate relief as this applied only to villages which were below 3,000 residents.

The Chairperson then moved the recommendation set out in the report. This was duly seconded and agreed.

RESOLVED that the Rural Settlement List as attached as Appendix 1 to the report be approved.

357. BUDGET MONITORING REPORT - QUARTER 2

The Committee considered the report of the Director of Finance providing an updated financial position for the period ended 30 September 2025. The report provided an update on a number of areas including the following:

- **Director and Directorate structure** following implementation of new Senior Officer structure from 13 October 2025. It was noted that the reporting structure would be updated from 1 November 2025 and reflected in reports from period 7.
- **Revenue Budget Monitoring (Quarter Two (Q2))**, including the underspend against the 2025 / 26 budget. Appendix 1 to the report providing further detail of this and surplus arising from increased interest income and better receipts from the Planning team.
- **Capital budget monitoring (Q2)**, including the underspend projected against the revised 2025 / 26 Capital Programme. Appendix 2 to the report provided details of the main projects. It was noted that the main delay in spend was in relation to the investment works planned for Blackwater Leisure Centre, following discussions with the contractor it was confirmed that some works would be carried out this financial year and some in the 2026 / 27 year.
- **Reserves** – Appendix 4 to the report detailed the movements on Reserves for 2025 / 26.

The Director of Finance drew Members' attention to Appendix 3 and highlighted the proposal to move £70,000 from the transformation reserve to cemetery equipment to implement a digital solution for the Council's Cemeteries service. The proposed move supported a key area for residents.

In response to a query regarding the Triennial Pensions Payment of £240,000 detailed in Appendix 4, the Director advised that this was an error, and it had been confirmed that as the gap had been closed this amount was no longer required. He would ensure the Appendix was updated.

The Director highlighted the work of the Finance Working Group which worked with Officers to ensure that the Council had sufficient contingencies built into schemes. As a result, the Director was hopeful that Members would see less requests for virements due to the work being undertaken in respect of contingency planning.

The Chairperson asked the Committee to note recommendations (i) – (iii) and (vi) as set out the report and this was duly agreed. He then moved recommendations (iv) and (v) which required approval by the Committee. This was duly seconded and upon a vote being taken agreed.

RESOLVED

- (i) That the forecast revenue outturn as at 30 September 2025 be noted as being £67k under budget (0.5%) against the net service budget of £13,787k;
- (ii) that the Committee notes additional interest income (£231k) is forecast due to delayed capital expenditure and as a result, the surplus will be transferred to the earmarked reserve;

- (iii) that the Committee considered the forecast capital outturn as at 30 September 2025 which was for a total capital programme delivery of £5,234k against revised budget of £6,550k;
- (iv) that the virements and budget amendments as set out in Appendix 3 to the report be agreed;
- (v) that the movements in Earmarked Reserves set out in Appendix 4 to the report be agreed;
- (vi) that the revenue budget reconciliation detailed in Appendix 5 to the report be noted.

358. FEES AND CHARGES SCHEDULE 2026 / 27

The Committee considered the report of the Director of Finance reviewing the proposed 2026 / 27 fees and charges set at the discretion of the Council and forecast to generate greater than £2,000 each. Those fees and charges anticipated to forecast less than £2,000 were also detailed and it was noted that these were reviewed and set by the Director of Finance under delegated powers.

The proposed fees and charges for 2026 / 27 were set out in Appendix A to the report and based on the Fees and Charges Policy report recommended by this Committee (on 2 October 2025) to the Council for approval. Appendix B provided a summary of the proposed fees and charges and a table within the report highlighted the impact estimated to be generated from the fees and charges.

During the lengthy debate that followed and in response to questions that were raised, the following information was provided by the Director:

- Price On Application (POA) – The number of POAs listed in the fees and charges was queried and in response the Director of Finance advised that a number of fees and charges included variable factors such as electricity supply which were dependent on a number of factors making it difficult to provide a valid price or estimation. This was why such charges were listed as POA and upon application Officers would carryout further work to identify what the full cost would be and how the Council would recover that and then charge appropriately.
- Off Street Car Parking (including Prom. Car Park) – Members were advised that the figure detailed in paragraph 4.1 of the report was the best estimate at the current time. Officers had considered factors such as whether the number of spaces would remain the same, the anticipated level of increases etc. It was noted that the Car Parking Task and Finish Working Group had reviewed all car parking charges and recommended that there not be an increase for the new financial year.
- Wharfage – Hythe Quay Maldon and Burnham Pontoon – In response to query regarding the ‘exclusive use’ of visitor pontoons charge detailed, the Director advised he would have to confirm what this definition referred to and advise Members accordingly. Councillor R G Pratt asked that his concern regarding the proposed £150 daily charge for use of a whole pontoon be noted.

Councillor K M H Lagan expressed some concern regarding the recommendation wording and proposed that it be amended to read “...agreed subject to *minor amendments and* the Council approving...”. Some discussion regarding this ensued and whether only certain fees and charges should be recommended to the Council for

approval. The Director of Finance advised that Officers could review the points, and a revised position brought forward if required.

In response to further discussion the Director of Legal and Governance explained it was important to clarify how any minor amendments would be made, whether they would be referred to the Working Group or delegated to the Chairperson and Officers before the Council meeting. Members were advised that the Finance Working Group were meeting on 5 December 2025 and although timescales were tight would therefore be able to review any fees and charges prior to the Council meeting on 11 December 2025.

Following further debate and advice from the Director of Legal and Governance, the Chairperson proposed that the detailed Fees and Charges as set out in Appendix A be reviewed by the Finance Working Group and then (as a recommendation to the Council), that subject to the first resolution that the detailed Fees and Charges Schedule 2026 / 27 be agreed subject to the council approving the Fees and Charges Policy. This proposal was duly seconded and duly agreed.

RESOLVED

- (i) That the Finance Working Group be asked to review the detailed Fees and Charges Schedule for 2026 / 27.

RECOMMENDED

- (ii) that subject to the review at (i) above the detailed Fees and Charges Schedule for 2026 / 27 as set out in **APPENDIX A** to these Minutes, be agreed, subject to the Council approving the Fees and Charges Policy.

359. FINANCIAL YEAR 2026/27: BUDGET PROPOSALS AND MEDIUM-TERM FINANCIAL STRATEGY UPDATE

The Committee considered the report of the Director of Finance providing an initial draft of budget proposals for 2026 / 27 and an updated Medium-Term Financial Strategy (MTFS) for 2026 / 27 and 2027 / 28.

Members were reminded how Medium-Term financial planning was an important component of the Council's strategy planning framework and the report set out the emerging strategic priorities for the financial management of the Council in the coming years. The report provided detail of the following areas considered as part of the Medium-Term financial planning:

- Sufficient preparation for Local Government Reorganisation (LGR)
- Ensuring delivery and efficiency
- Funding
- Use of Reserves
- Budgetary transparency

In addition, the report provided detailed information regarding:

- the Medium-Term Financial Plan (MTPF);
- areas of uncertainty including staffing, government funding and adoption of the Local Plan;

- Reserves protection.

The Director of Finance reported that the Council had that day received the statement of Local Government Funding Policy. The Government had confirmed its commitment to a three-year settlement approach, however, there was likely to be a substantial reduction in the level of funding available over the coming years. The Director explained how other grants received by the Council could be used as well as pension liabilities and reserves. It was noted that through various documents, the Government had made it clear that it was content for District Councils to use reserves. Members were advised that the content of the substantial cut as well as how this would work for the Council would not be known until later in December 2025 and the Director gave some examples of changes which could be made to ensure balance was kept in the base budget.

The Chairperson then moved the recommendations set out in the report and these were duly agreed.

RESOLVED

- (i) That the Committee reviewed the underlying assumptions for the 2026 / 27 budget;
- (ii) That the update to the Medium-Term Financial Strategy for 2026 / 27 and 2027 / 28 be noted.

360. TRANSFER OF ALLOTMENTS, BRICKHOUSE FARM, MALDON

The Committee considered the report of the Director of Legal and Governance seeking Members' consideration to transfer the allotments at Brickhouse Farm, Maldon to Maldon Town Council (the Town Council). A plan of the site was attached as Appendix 1 to the report.

The report advised that the allotments at Brickhouse Farm were owned by Maldon District Council but managed on its behalf by the Town Council and all income from the site goes to the Town Council. It was proposed that as the Town Council had experience of managing and maintaining the site, fully transferring ownership of this asset to them would ensure it remained in local control both now and in the future for the benefit of the Maldon Community. Members were advised that the District Council maintained the verges surrounding the allotments as part of the general maintenance relating to the Brickhouse Farm open space and it was not proposed for this to change.

During her presentation of the report the Director of Legal and Governance advised that the land had a restriction on it meaning it could only be used for allotments and this restriction would remain when the land was transferred.

Councillor J C Stilts supported the proposal and declared that she used to have an allotment on the site. She then proposed that the Committee accept the recommendations as set out in the report. This was duly seconded and agreed.

RESOLVED

- (i) That the Brickhouse Farm Allotments, including all associated access points, gates, fencing and allotment boundary hedgerows be transferred to Maldon Town Council for consideration of £1;

- (ii) That a restriction is placed on the Brickhouse Farm Allotments land to ensure that any future use is only for use as allotments and no commercial development of the land can take place. These restrictions are already in place against the Maldon District Council Title ownership and will be transferred.

361. SPECIAL EVENT PERFORMANCE FUNDING 2025

The Committee considered the report of the Chief Executive seeking Members' approval to underwrite 50% costs associated with the production of a Special Event Performance for Maldon District residents and visitors in 2026.

The report provided background details regarding a high-profile event proposed to take place on Sunday 7 June 2026, making use of the existing infrastructure in place for Soultasia on Saturday 6 June 2026. The Council had been in discussion with the agent of national music artist affiliated with the region to be the headline act for the event. It was recognised that the cost of the artist would be significantly higher than previous acts and therefore Officers were seeking that £45,000 be allocated to allow detail event planning and secure the headline act. The report provided details of the potential income and that how was anticipated that the underwritten cost would be recouped through ticket sales and secondary spend such as car parking. Any surplus income would be divided 50/50 with the Council and Soultasia production team.

Councillor K M H Lagan supported the proposed event and declared that his father lived in a road adjacent to the Promenade Park.

In response to questions, the Head of Economic Development advised that allocation of the proposed monies would allow Officers to have discussions with the agent and promotor and confirmed that the Council would mitigate the impact on residents as much as possible. The Commercial Manager explained that promotion of the event would be largely carried out by Soultasia's production team and there would be discussions regarding free / lower price tickets for people living in the Maldon District and other criteria.

The Chairperson then put the recommendation as set out in the report. This was duly seconded and upon a vote being taken was agreed.

RESOLVED that £45,000 be allocated to allow detailed event planning and secure the headline act for a Special Event Performance in 2026.

362. ANY OTHER ITEMS OF BUSINESS THAT THE CHAIRPERSON OF THE COMMITTEE DECIDES ARE URGENT

The Chairperson announced that in accordance with Section 100B(4) of the Local Government Act 1972 he had agreed to allow the Director of Finance to raise an urgent item of business to comply with a government deadline.

363. BUSINESS RATES POOLING 2026/27: EXPRESSION OF INTEREST

The Committee considered the urgent report of the Director of Finance seeking Members' approval that an expression of interest be submitted to the Ministry of Housing, Communities and Local Government to participate in the business rates pool in Essex for 2026 / 27. It was noted that this request was consistent with previous years and dependent on a more detailed review of the government's prospectus for business rates pooling for 2026 / 27.

Members were advised that a final decision would be taken by the Council in February 2026 once more details were known, and risks and benefits had been assessed.

In response to a question, the Director of Finance advised that the Council had benefitted financially from being part of the pool and the risk of not being in the pool would mean that the Council would lose the opportunity to secure additional income.

The Chairperson moved the recommendation set out in the report. This was duly seconded and agreed by assent.

RESOLVED that the expression of interest to participate in the business rates pool in Essex in 2026 / 27 to be submitted to government, be approved pending the decision of the Council in February 2026.

There being no other items of business the Chairperson closed the meeting at 9.15 pm.

J DRIVER
CHAIRPERSON

PLANNING AND ENVIRONMENTAL SERVICES	VAT	Charge	VAT	2026/27	2025/26
		£	£	£	£
Application Fee for Premises with Provisional Statement					
Adult gaming centre	No	1,200.00	-	1,200.00	1,238.00
Betting premises (other)	No	1,200.00	-	1,200.00	1,238.00
Betting premises (track)	No	950.00	-	950.00	985.00
Bingo premises	No	1,200.00	-	1,200.00	1,238.00
Casino premises (large)	No	5,000.00	-	5,000.00	5,158.00
Casino premises (regional)	No	8,000.00	-	8,000.00	8,254.00
Casino premises (small)	No	3,000.00	-	3,000.00	3,095.00
Family entertainment centre	No	950.00	-	950.00	985.00
Transfer / Reinstatement of Licence					
Adult gaming centre	No	1,200.00	-	1,200.00	1,200.00
Betting premises (other)	No	1,200.00	-	1,200.00	1,200.00
Betting premises (track)	No	950.00	-	950.00	950.00
Bingo premises	No	1,200.00	-	1,200.00	1,200.00
Casino premises (converted)	No	1,350.00	-	1,350.00	1,350.00
Casino premises (large)	No	2,150.00	-	2,150.00	2,150.00
Casino premises (regional)	No	6,500.00	-	6,500.00	6,500.00
Casino premises (small)	No	1,800.00	-	1,800.00	1,800.00
Family entertainment centre	No	950.00	-	950.00	950.00
Variation Fee					
Adult gaming centre	No	1,000.00	-	1,000.00	1,000.00
Betting premises (other)	No	1,500.00	-	1,500.00	1,500.00
Betting premises (track)	No	1,250.00	-	1,250.00	1,250.00
Bingo premises	No	1,750.00	-	1,750.00	1,750.00
Casino premises (converted)	No	2,000.00	-	2,000.00	2,000.00
Casino premises (large)	No	5,000.00	-	5,000.00	5,000.00
Casino premises (regional)	No	7,500.00	-	7,500.00	7,500.00
Casino premises (small)	No	4,000.00	-	4,000.00	4,000.00
Family entertainment centre	No	1,000.00	-	1,000.00	1,000.00
Other Gambling Act Licence Fees					
Change of circumstance	No	49.00	-	49.00	49.00
Copy of licence	No	25.00	-	25.00	25.00
LICENSING - Budget Expectation £5,500					
Animal Licensing					
<i>Fees are comprising of Part A (covering the cost of the application) and Part B (costs of issuing and associated activities). If a licence is refused then only Part B fees will be refunded</i>					
Animal boarding establishments - new application	No	779.00	-	779.00	750.00
Animal boarding establishments - renewal	No	428.00	-	428.00	412.00
Animal home boarding - new application	No	682.00	-	682.00	657.00
Animal home boarding - renewal	No	395.00	-	395.00	381.00
Dangerous wild animal	No	437.00	-	437.00	421.00
Dog breeding establishments - new application	No	662.00	-	662.00	638.00
Dog breeding establishments - renewal	No	544.00	-	544.00	524.00
Pet shop - new application	No	842.00	-	842.00	811.00
Pet shop - renewal	No	491.00	-	491.00	473.00
Riding establishments - new application	No	706.00	-	706.00	680.00
Riding establishments - renewal	No	466.00	-	466.00	449.00
Zoo licence (individually determined fees)	No				
			Recovery of costs		
<i>Any costs incurred by the Council in processing a licensing application (e.g. vet's fees) are charged to the applicant.</i>					
Dog Day Care	No	811.00	-	811.00	781.00
Dog Day Renewal	No	491.00	-	491.00	473.00
Exhibition	No	842.00	-	842.00	811.00
Exhibition Renewal	No	682.00	-	682.00	657.00
Licence variation		66.67	13.33	80.00	77.00
Licence revisit to rescore		155.00	31.00	186.00	179.00
Hackney Carriage Licences - Budget Expectation £21,500					
Driver licence (Hackney or Dual) - 3 yrs duration	No	303.00	-	303.00	292.00
Vehicle licence (excludes vehicles test) - 1 yr duration	No	304.00	-	304.00	293.00
<i>Vehicle Licence fee reduced for wheelchair accessible vehicles 25%</i>					
Private Hire Licences					
Driver licence (Private Hire (PH) or Dual) - 3 yrs duration	No	303.00	-	303.00	292.00
Private Hire operators licence (1 car) - 5yrs duration	No	293.00	-	293.00	282.00
Vehicle licence (excludes vehicles test) - 1 yr duration	No	304.00	-	304.00	293.00
<i>Vehicle Licence fee reduced for wheelchair accessible vehicles 25%</i>					
Town and Police Clauses Act 1847					
Street closures admin charge	Yes	93.33	18.67	112.00	108.00
+ Street closures press advert recovery of cost	Yes				
			Recovery of costs		
Local Government Miscellaneous Provisions Act 1982					
Sex establishment licence: application	No	3,477.00	-	3,477.00	3,350.00
renewal	No	695.00	-	695.00	670.00
variation	No	278.00	-	278.00	268.00

PLANNING AND ENVIRONMENTAL SERVICES	VAT	Charge	VAT	2026/27	2025/26
		£	£	£	£
MOBILE HOMES ACT 2013 - Budget Expectation £900					
<i>Fees are comprising of Part A (covering the cost of the application) and Part B (costs of issuing and associated activities). If a licence is refused then only Part B fees will be refunded</i>					
Application to transfer a site licence	No	401.00	-	401.00	386.00
Deposit of Site Rules	No	75.00	-	75.00	72.00
Annual Fee					
Band 2 (9-24 Pitches)	No	339.00	-	339.00	327.00
Band 3 (25-99 Pitches)	No	573.00	-	573.00	552.00
Band 4 (100-199 Pitches)	No	900.00	-	900.00	867.00
Band 5 (more than 200 Pitches)	No	1,158.00	-	1,158.00	1,116.00
New Site Licence Application and renewals					
Band 1 (1-8 Pitches)	No	759.00	-	759.00	731.00
Band 2 (9-24 Pitches)	No	869.00	-	869.00	837.00
Band 3 (25-99 Pitches)	No	1,202.00	-	1,202.00	1,158.00
Band 4 (100-199 Pitches)	No	1,449.00	-	1,449.00	1,396.00
Band 5 (more than 200 Pitches)	No	1,751.00	-	1,751.00	1,687.00
Application to amend a site Licence fee					
Band 1 (1-8 Pitches)	No	444.00	-	444.00	428.00
Band 2 (9-24 Pitches)	No	456.00	-	456.00	439.00
Band 3 (25-99 Pitches)	No	475.00	-	475.00	458.00
Band 4 (100-199 Pitches)	No	481.00	-	481.00	463.00
Band 5 (more than 200 Pitches)	No	512.00	-	512.00	493.00
SCRAP METAL DEALERS LICENCES					
<i>Fees are comprising of Part A (covering the cost of the application) and Part B (costs of issuing and associated activities). If a licence is refused then only Part B fees will be refunded</i>					
Scrap metal dealers collectors licence (3yrs duration)	No	233.00	-	233.00	224.00
Scrap metal dealers collectors licence renewal (3yrs duration)	No	181.00	-	181.00	174.00
Scrap metal dealers site licence (3yrs duration)	No	441.00	-	441.00	425.00
Scrap metal dealers site licence renewal (3yrs duration)	No	366.00	-	366.00	353.00
Scrap metal dealers variation of a licence	No	108.00	-	108.00	104.00
Scrap metal dealers additional site	No	80.00	-	80.00	77.00
ENVIRONMENTAL WASTE					
RECYCLING - Budget Expectation £1,035,000					
Green bins: standard annual fee	No	75.00	-	75.00	72.00
(standard fee: half year pro rata for new customers)	No	32.00	-	32.00	29.00
Isolated properties annual fee	No		***Delete***		39.00
Purchase of Green Bin including Delivery	No	38.00	-	38.00	37.00
REFUSE COLLECTION - Budget Expectation £48,000					
Household Bulky Waste - 1 to 3 items	No	48.00	-	48.00	46.00
Household Bulky Waste - 4 to 6 items	No	96.00	-	96.00	92.00
Household Bulky Waste - 7 to 9 items	No	144.00	-	144.00	138.00
Household Bulky Waste - 10 to 12 items (maximum)	No	192.00	-	192.00	184.00
Where at least 1 item is Upholstered Furniture (additional cost to above)	No	17.00	-	17.00	16.00
REFUSE DISPOSAL					
Abandoned vehicles	No	200.00	-	200.00	200.00
NEW PROPERTIES (6 or more properties) - Budget Expectation £12,000					
Cost per refuse / recycling container to developers including delivery	No	78.00	-	78.00	75.00
STRAY DOGS - Budget Expectation £400					
Stray dog destruction fee			Recovery of costs		
Statutory Fine for a stray dog	No	25.00	-	25.00	25.00
Administration Fee (collection and processing paperwork)	No	77.00	-	77.00	74.00
Admin Fee (where a dog is not correctly microchipped)	No	29.00	-	29.00	28.00
Kenneling per night	No		Recovery of costs		
Vets fees			Recovery of costs		
STREET CLEANSING - Budget Expectation £200					
Return of abandoned trolleys (Per trolley)	No	57.00	-	57.00	55.00

SERVICE DELIVERY

	VAT	Charge	VAT	2026/27	2025/26
		£	£	£	£
CEMETERIES - Budget Expectation (Burials) £168,400					
Search in burial register	No	45.00	-	45.00	43.00
Use of chapel	No	281.00	-	281.00	271.00
Plot choosing: burial ex woodland non-resident	No	768.00	-	768.00	740.00
burial ex woodland resident	No	384.00	-	384.00	370.00
Plot choosing: cremated remains non-resident	No	85.00	-	85.00	247.00
Plot choosing: cremated remains resident	No	85.00	-	85.00	123.00
Cancellation Fee (Less than 48 hours)	No	285.00	-	285.00	275.00
Saturday Service for Ashes Only	No		***Delete***		150.00
Bronze Memorial Plaques - Budget Expectation (Memorials) £13,600					
Plaque on plinth: 6" x 4"	No	530.00	-	530.00	511.00
Brass plaque 6" x 4"	No	237.00	-	237.00	228.00
Brass plaque 7" x 5"	No	249.00	-	249.00	240.00
Brass plaque on stake 6" x 4" Cremation plots only	No	237.00	-	237.00	228.00
Brass plaque on stake 7" x 5" Cremation plots only	No	249.00	-	249.00	240.00
Perspex plaque on stake 5" x 3" Cremation plots only	No	176.00	-	176.00	170.00
Cremation Headstone Fees					
Memorial with first 60 characters - Resident	No	1,274.00	-	1,274.00	1,227.00
Memorial with first 60 characters - None Resident	No	1,274.00	-	1,274.00	1,227.00
Blank memorial pre-purchase - Resident	No	955.00	-	955.00	920.00
Blank memorial pre-purchase - None Resident	No	955.00	-	955.00	920.00
Inscription on a pre-purchased memorial (first 60 characters)	No	363.00	-	363.00	350.00
Additional characters on headstone or vases (per character)	No	4.30	-	4.30	4.10
Optional Extras:					
Stone chippings	No	69.00	-	69.00	66.50
Granite heart or book (includes 60 characters)	No	372.00	-	372.00	358.00
Photograph	No	350.00	-	350.00	337.50
Replacement granite vase (6" x 6")	No	109.00	-	109.00	105.00
Replacement flower holder	No	26.00	-	26.00	25.00
Charges for Right to Place Monument					
Under 18 years			Free		
Additional inscription	No	108.00	-	108.00	104.00
Full kerb set	No	289.00	-	289.00	278.00
Full kerb set and headstone up to 1m	No	422.00	-	422.00	407.00
Headstone up to 1m	No	198.00	-	198.00	191.00
Plaque on a Bench (8" x 2.5") 10 year leave agreement (New Charge)	No	768.00	-	768.00	740.00
Other memorials (cremated remains memorials)	No	141.00	-	141.00	136.00
Exclusive Right of Burial - Non Resident					
10 Year (top up for existing Exclusive Right of Burial (ERB) only)	No	538.00	-	538.00	518.00
10 Year (top up for existing Exclusive right of burial only child)	No	281.00	-	281.00	271.00
10 Year top up for cremated remains existing ERB only child	No	141.00	-	141.00	136.00
11 Year top up for cremated remains existing ERB only Adult	No	269.00	-	269.00	259.00
50 years next in line burial child	No	896.00	-	896.00	863.00
50 years next in line burial adult	No	1,791.00	-	1,791.00	1,725.00
50 years next in line cremated remains child	No	384.00	-	384.00	370.00
50 years next in line cremated remains adult	No	768.00	-	768.00	740.00
99 years next in line cremated remains child	No	640.00	-	640.00	617.00
99 years next in line cremated remains adult	No	1,280.00	-	1,280.00	1,233.00
99 years next in line burial adult	No	2,559.00	-	2,559.00	2,465.00
99 years next in line burial child	No	1,280.00	-	1,280.00	1,233.00
Transfer of exclusive rights of burial	No	90.00	-	90.00	87.00
Exclusive Right of Burial - Resident					
10 years top up for existing ERBs only adult	No	269.00	-	269.00	259.00
10 years top up for existing ERBs only child	No	135.00	-	135.00	130.00
10 years top up for cremated remains existing ERB only adult	No	141.00	-	141.00	136.00
10 year top up for cremated remains existing ERB only child	No	71.00	-	71.00	68.00
50 years next in line burial adult	No	896.00	-	896.00	863.00
50 years next in line burial child	No	447.00	-	447.00	431.00
50 years next in line cremated remains child	No	191.00	-	191.00	184.00
50 years next in line cremated remains adult	No	384.00	-	384.00	370.00
99 years next in line cremated remains child	No	321.00	-	321.00	309.00
99 years next in line cremated remains adult	No	640.00	-	640.00	617.00
99 years next in line burial adult	No	1,280.00	-	1,280.00	1,233.00
99 years next in line burial child	No	640.00	-	640.00	617.00
Interment - Non Resident					
Under 18 years (no charge to customer)	No	1,280.00	-	1,280.00	1,233.00
18 years and over burial	No	2,559.00	-	2,559.00	2,465.00
Under 18 years (no charge to customer)	No	321.00	-	321.00	309.00
18 years and over cremated remains	No	640.00	-	640.00	617.00
Scattering of ashes: under 18 years (No charge to the customer)	No	114.00	-	114.00	110.00
18 years and over	No	218.00	-	218.00	210.00
Interment - Resident					
Under 18 years (no charge to customer)	No	640.00	-	640.00	617.00
18 years and over burial	No	1,280.00	-	1,280.00	1,233.00
Under 18 years (no charge to customer)	No	147.00	-	147.00	142.00
18 years and over cremated remains	No	289.00	-	289.00	278.00
Scattering of ashes: under 18 years (No charge to the customer)	No	58.00	-	58.00	56.00
18 years and over	No	90.00	-	90.00	87.00
scattering at sea all ages	No	575.00	-	575.00	554.00
Disinterment of cremated remains	No		Price on request		431.00

SERVICE DELIVERY	VAT	Charge	VAT	2026/27	2025/26
		£	£	£	£
all day	Yes	8.33	1.67	10.00	10.00
Residents season ticket	Yes	689.17	137.83	827.00	827.00
Residents season ticket (two hours per day)	Yes	141.67	28.33	170.00	170.00
Market Site - Budget Expectation £15,600					
Season ticket: annual	Yes	689.17	137.83	827.00	827.00
6 months	Yes	345.00	69.00	414.00	414.00
monthly	Yes	61.25	12.25	73.50	73.50
Silver Street - Budget Expectation £5,300					
Season ticket: annual	Yes	689.17	137.83	827.00	827.00
6 months	Yes	345.00	69.00	414.00	414.00
monthly			Pro rata charge		
White Horse Lane (Monday to Saturday - 8am to 5pm) - Budget Expectation £465,000					
Pay & display: up to 1 hour	Yes	1.17	0.23	1.40	1.40
1 to 2 hours	Yes	1.58	0.32	1.90	1.90
2 to 3 hours	Yes	2.08	0.42	2.50	2.50
3 to 4 hours	Yes	3.92	0.78	4.70	4.70
over 4 hours	Yes	9.33	1.87	11.20	11.20
Weekday and Saturday Evening (5pm to 10pm)	Yes	1.67	0.33	2.00	2.00
Sunday All Day and bank holidays:					
Pay & display: up to 1 hour	Yes	1.08	0.22	1.30	1.30
1 to 3 hours	Yes	1.67	0.33	2.00	2.00
all day	Yes	8.33	1.67	10.00	10.00
Maldon Schools permit	Yes	237.50	47.50	285.00	285.00
Town Centre Car Parks - Budget Expectation £1,400					
Residents season ticket (Monday 5pm-10pm All Day Sunday)	Yes	85.42	17.08	102.50	102.50
Events Car Parking - day ticket					
Charge to be set by Maldon District Council (MDC) prior to event	Yes				
Electricity Supply (Riverside and Promenade Park)					
Charge per day	Yes		Price on application		107.00
Deposit	No		Price on application		
Water Supply (Riverside and Promenade Park)					
Stand Pipe Installation	No		Price on application		
Charge per day	Yes		Price on application		
Deposit	No		Price on application		
Beach Hut Hire - Promenade Park - Budget Expectation £46,100					
Daily Charge					
High-Season (April - September)	Yes	50.83	10.17	61.00	59.00
Low-Season (October - March)	Yes	32.50	6.50	39.00	38.00
FUNFAIRS AND CIRCUSES - Budget Expectation £79,400					
Damage deposit	No		Price on application		
Poster removal deposit	No		Price on application		
Circus at Promenade Park					
Daily ground rate (whilst circus is in operation)	No		Price on application		
Daily ground rate (whilst circus is not in operation)	No		Price on application		
Circus at Riverside Park					
Daily ground rate (whilst circus is in operation)	No		Price on application		
Daily ground rate (whilst circus is not in operation)	No		Price on application		
Funfair at Riverside Park					
Daily ground rate (whilst fair is in operation)	No		Price on application		
Daily ground rate (whilst fair is not in operation)	No		Price on application		
Travelling Funfair at Promenade Park					
Daily ground rate (whilst fair is in operation)	No		Price on application		
Daily ground rate (whilst fair is not in operation)	No		Price on application		
PARKS AND OPEN SPACES					
Memorial Benches					
Rustic bench	No	1,628.00		1,628.00	1,568.00
Cast iron bench	No	1,654.00		1,654.00	1,593.00
Advertising and Sponsorship					
Events Banners per week (main gate entrances on railings x2 + free electronic advert)	Yes		Price on application		
Events Banners per week (community / charity)	Yes	32.50	6.50	39.00	38.00
Internal park adverts To Be Advised (TBA) (per week)	Yes	32.50	6.50	39.00	38.00
Vehicle advertising TBA (per day)	Yes		Price on application		
Sponsorship	Yes		By negotiation		
Event Land Hire Charge - Council Park or Open Space					
Event licence / Permit fee (minimum fee payable on acceptance of event)	Yes	59.17	11.83	71.00	51.00
Road closure applicaion (Admin fee)	Yes	75.00	15.00	90.00	71.00
Charity - Small event (1-1,000 attendees)	Yes		Price on application		
Charity - Medium event (1,001- 2,500 attendees)	Yes		Price on application		
Charity - Large event (2,501 + attendees)	Yes		Price on application		
Community - Small event (1-1,000 attendees)	Yes		Price on application		
Community - Medium event (1,001- 2,500 attendees)	Yes		Price on application		

SERVICE DELIVERY

	VAT	Charge	VAT	2026/27	2025/26
		£	£	£	£
Community - Large event (2,501 + attendees)	Yes			Price on application	
Commercial - Small event (1-1,000 attendees)	Yes			Price on application	
Commercial - Medium event (1,001- 2,500 attendees)	Yes			Price on application	
Commercial - Large event (2,501 + attendees)	Yes			Price on application	
Prom Park hire for Concessions				Price on application	
Other Council owned Land Hire for Concessions - (price is per operator, per day, per concession)					
Peak Time (School Holidays/Bank Holidays/ Event Days)					
Daily charge	No	83.00	-	83.00	80.00
Off Peak Time					
Daily charge	No	51.00	-	51.00	49.00
Pop Up Trading					
Peak Time (School Holidays/Bank Holidays/ Event Days)					
Market Stall (Frame with Canopy)	No	90.00	-	90.00	87.00
Wheelie Cart	No	71.00	-	71.00	68.00
Wheelie Cart including Fridge	No	77.00	-	77.00	74.00
Electricity	Yes			Price on application	
Off Peak Time					
Market Stall (Frame with Canopy)	No	77.00	-	77.00	74.00
Wheelie Cart	No	58.00	-	58.00	56.00
Wheelie Cart including Fridge	No	63.00	-	63.00	61.00
Electricity	Yes			Price on application	
ROUNDBOUT SPONSORSHIP - Budget Expectation £8,700					
1 Year agreement - Maldon Town site	Yes			Price on application	Price on application
1 Year agreement - Other district site	Yes			Price on application	Price on application
3 Year agreement - Maldon Town site	Yes			Price on application	Price on application
3 Year agreement - Other district site	Yes			Price on application	Price on application
Landscaping scheme (minimum 5 years)	Yes			Price on application	Price on application
1 Year Boundary sign Agreement	Yes			Price on application	
PARKS AND SPORTS PITCHES					
Cricket (per game)					
Adult	Yes	94.17	18.83	113.00	109.00
Junior	Yes	54.17	10.83	65.00	63.00
Sports pitch use - parking season ticket (per club)	Yes	137.50	27.50	165.00	159.00
Football (per game)					
Adult	Yes	59.17	11.83	71.00	68.00
Junior	Yes	43.33	8.67	52.00	50.00
Changing rooms (only)	Yes	11.67	2.33	14.00	14.00
Sports pitch use - parking season ticket (per team)	Yes	137.50	27.50	165.00	159.00
Sports club training / structured activities		10.83	2.17	13.00	13.00
Mini Soccer					
Juniors	Yes	35.83	7.17	43.00	41.00
Netball (per court, per hour)					
Adult	Yes	11.67	2.33	14.00	14.00
Junior	Yes	9.17	1.83	11.00	11.00
Organised Bootcamps / Personal Training in Council-owned Parks					
Hourly	Yes	11.67	2.33	14.00	14.00
3 Month Licence (2 hours per week)	Yes	159.17	31.83	191.00	184.00
6 Month Licence (up to 3 hours per week)	Yes	234.17	46.83	281.00	271.00
12 Month Licence (up to 5 hours per week)	Yes	372.50	74.50	447.00	431.00
RIVERS					
Moorings - Budget Expectation £24,300					
Annual charge: up to 7.99 metres	Yes	159.17	31.83	191.00	184.00
8 to 9.99 metres	Yes	260.00	52.00	312.00	301.00
10 to 14.99 metres	Yes	362.50	72.50	435.00	419.00
15 metres and above	Yes	479.17	95.83	575.00	554.00
Mooring registration fee	Yes	144.17	28.83	173.00	167.00
Transfer of mooring				50% of annual mooring fee	
Residential Mooring Charges					
up to 9.99 metres (per month)		213.33	42.67	256.00	247.00
10 to 14.99 metres (per month)		258.33	51.67	310.00	228.00
15 metres and above (per month)		395.83	79.17	475.00	458.00
					299.00
Wharfage - Hythe Quay Maldon and Burnham Pontoon - Budget Expectation £20,400					310.36
Daily fees: vessels and multihulls	Yes	23.33	4.67	28.00	27.00
Annual fees: Available to Fully Rigged Thames Sailing barges operators only	Yes	2,286.67	457.33	2,744.00	2,644.00
(annual fee can be paid quarterly with no penalty)	Yes	571.67	114.33	686.00	661.00
Monthly fees: Available to Fully Rigged Thames Sailing barges operators only	Yes	210.00	42.00	252.00	243.00
Weekly Fee: as per daily rate multiplied by 7, no rate change.	Yes	160.83	32.17	193.00	186.00
240/32 Amp Supply - Daily Charge (Maldon)	yes	5.00	1.00	6.00	6.00
Static Events on vessels using the Hythe Quay / Burnham (Daily charge)	Yes	150.00	30.00	180.00	173.00
Exclusive use of visitor pontoons Maldon / Burnham (Daily charge)	Yes	150.00	30.00	180.00	173.00
Visitor Pontoon - Weekly Winter charge Oct - April (Maldon)	yes	75.00	15.00	90.00	87.00
Commercial team					
Box Office services - commission rate to be set at 10% unless agreed by MDC					
Commercial Services Marketing - Price on enquiry					

PLANNING SERVICES	VAT	Charge	VAT	2026/27	2025/26
		£	£	£	£
BUILDING CONTROL - Budget Expectation £137,400					
New dwellings				See attached - table A	
Work to a single dwelling				See attached - table B	
All other non-domestic work				See attached - table C	
Copy document (completion certificate)	No	17.00	-	17.00	16.00
DEVELOPMENT MANAGEMENT					
Designs and Patents Act 1989					
Plan copies - per sheet: A4	Yes	0.08	0.02	0.10	0.10
A3	Yes	0.17	0.03	0.20	0.20
A2	Yes	0.83	0.17	1.00	1.00
die line	Yes	1.67	0.33	2.00	2.00
Ordnance Survey Maps					
Handling fee	Yes	1.67	0.33	2.00	2.00
Site plans (max 6 copies) - per extract	Yes	40.00	8.00	48.00	46.00
Other Development Management					
High Hedge Complaints	Yes	652.50	130.50	783.00	754.00
Section 106					
S106 Monitoring Fee - Basic with no funding clauses and standard wording	Yes	114.17	22.83	137.00	132.00
S106 Minor and Medium development of 1-9 houses with funding clauses	Yes	698.33	139.67	838.00	807.60
S106 Major development - 10-99 houses with funding clauses	Yes	910.00	182.00	1,092.00	1,052.40
S106 Major development - over 100 houses with funding and bespoke clauses	Yes	1,365.00	273.00	1,638.00	1,578.00
BNG Net Gain Monitoring Fee sites under 20Ha (New Charge)	No	3,329.00	-	3,329.00	3,207.00
BNG Net Gain Monitoring Fee sites between 20Ha and 50Ha (New Charge)	No	5,251.00	-	5,251.00	5,059.00
BNG Net Gain Monitoring Fee sites between 50Ha and 100ha (New Charge)	No	6,654.00	-	6,654.00	6,410.00
BNG Net Gain Monitoring Fee sites over 100ha - bespoke will require calculating on size (New Charge)					
Street Naming and Numbering - Budget Expectation £15,000					
Adding / removing a name	No	60.00	-	60.00	58.00
Renaming / renumbering a property	No	60.00	-	60.00	58.00
Naming / numbering 1-5 properties (per property) inc flats*	No	90.00	-	90.00	87.00
Naming / numbering 6-25 properties (per property) inc flats*	No	40.00	-	40.00	39.00
Naming / numbering 26-75 properties (per property) inc flats*	No	33.00	-	33.00	32.00
Naming / numbering 76+ properties (per property) inc flats*	No	26.00	-	26.00	25.00
Naming a street (per street)**	No	132.00	-	132.00	127.00
Change to development after notification	No	64.00	-	64.00	62.00
Street renaming at residents request	No	196.00	-	196.00	189.00
Written confirmation of postal address details	No	0.00	-	0.00	0.00
* numbers include dwellings within developments with new streets					
** number of new street names only					
LAND CHARGES - Budget Expectation £81,000					
Premises exempt as per legislation: church halls, village halls & non-commercial venues					
CON29 (part 1): standard fee	Yes	161.67	32.33	194.00	187.00
additional fee for non-residential searches	Yes	29.17	5.83	35.00	34.00
CON29O (part 2) enquiry - per question: Q4-5 only (if purchased with full search)	Yes	20.83	4.17	25.00	24.00
Q6-21	Yes	20.83	4.17	25.00	24.00
Q22 only	Yes	29.17	5.83	35.00	34.00
Additional enquiry	Yes	42.50	8.50	51.00	49.00
Additional parcel of land CON29	Yes	20.83	4.17	25.00	24.00
Copy of duplicate search	Yes	12.08	2.42	14.50	14.00
Search confirmation (up to 3mths old)	Yes	12.08	2.42	14.50	14.00
Personal Searches					
CON29R standard enquiry (when viewed in person)		Free			

PLANNING SERVICES Pre-Application Fees and Charges 2026/27
 Budget Expectation £853,200

Further Details		Cost (£)	20% VAT (£)	2026/27 Total (£)	2025/26 Total (£)	VAT 20% Govt	Inflation 3.8% 0.0%	Change	% Change	C/C	A/C	Budget	Comments
Householder development (Duty Planner)	Only available for non-Complex Householder advice. This would include extensions to single dwellings, porches, garages, outbuildings and walls and fences. (No written advice).	26.67	5.33	32.00	30.66	-	1.34	-4.2%	302	9240			
Application Validation	Reviewing application forms and charging for incorrect submission of information related to planning applications.	26.67	5.33	32.00	30.66	-	1.34	-4.2%	302	9240			
Householder development (Written advice)	Includes proposals to alter and extend individual houses and flats for residential purposes where the development relates to a building which is not listed as being of architectural or historic interest. In cases where the house or flat is listed then the charge will fall within Minor Development.	140.00	28.00	168.00	161.48	-	6.52	-3.9%	302	9240			
Householder development (Meeting* with Planning Officer of no more than one hour and written advice)	Includes proposals to alter and extend individual houses and flats for residential purposes where the development relates to a building which is not listed as being of architectural or historic interest. In cases where the house or flat is listed then the charge will fall within Minor Development.	264.17	52.83	317.00	305.58	-	11.42	-3.6%	302	9240			
Smallscale commercial development (Written advice)	Includes proposals for: Change of use up to 200m2 Extensions to commercial properties under 50m2 1-3 Advertisements Amendments to Previously Approved Schemes	140.00	28.00	168.00	161.48	-	6.52	-3.9%	302	9240			
Smallscale commercial development (Meeting* with Planning Officer of no more than one hour and written advice)	Includes proposals for: Change of use up to 200m2 Extensions to commercial properties under 50m2 1-3 Advertisements Amendments to Previously Approved Schemes	264.17	52.83	317.00	305.58	-	11.42	-3.6%	302	9240			
Minor development (Written advice)	Includes proposals for: 1-4 residential units or gross external floorspace of up to 499m2 Change of use between 200 and 499m2 Extensions to commercial properties over 50m2 Over three advertisements Public Art Telecommunications Equipment Air Conditioning / Ventilation Equipment Amendments to Previously Approved Schemes	350.00	70.00	420.00	404.71	-	15.29	-3.6%	302	9240			
Minor development (Meeting* with Planning Officer of no more than one hour and written advice)	Includes proposals for: 1-4 residential units or gross external floorspace of up to 499m2 Change of use between 200 and 499m2 Extensions to commercial properties over 50m2 Over three advertisements Public Art Telecommunications Equipment Air Conditioning / Ventilation Equipment Amendments to Previously Approved Schemes	786.67	157.33	944.00	909.58	-	34.42	-3.6%	302	9240			
Medium development (Written advice)	Includes proposals for: 5-9 residential units or gross external floorspace of 500-999m2	525.00	105.00	630.00	607.07	-	22.93	-3.6%	302	9240			
Medium development hour and written advice)	Includes proposals for: 5-9 residential units or gross external floorspace of 500-999m2	945.00	189.00	1,134.00	1,092.52	-	41.48	-3.7%	302	9240			
Major development (Written advice)	Includes proposals for: 10-20 residential units Non-residential development with a gross external floorspace over 1,000m2	945.00	189.00	1,134.00	1,092.52	-	41.48	-3.7%	302	9240			
Major development (Meeting* with Planning Officer of no more than one hour and written advice)	Includes proposals for: 10-20 residential units Non-residential development with a gross external floorspace over 1,000m2	1,889.17	377.83	2,267.00	2,184.01	-	82.99	-3.7%	302	9240			
Strategic Proposals (Planning Performance Assessments) (Meeting* with Planning Officer of no more than one hour and written advice)	Includes proposals for: Any application of 75 dwellings or more dwellings; or any outline residential development proposals whose site is 2 hectares or more. Any residential proposal promoted as an allocated site within the LDP. Any 100% Affordable Housing proposals of six dwellings or 0.3ha or more in outline form. Any non-residential development proposal, whose floor area is 1,500 square metres or more or whose site area is 2 hectares or more. Any non-residential proposals relating to development proposals allocated within the Local Development Plan (LDP). Any retail development 1,000 square metres or more or which of 250 square metres or more and is proposed to be beyond existing town centres as defined in the local plan or emerging LDP. Any mixed use development proposals whose site area is 2 hectares or more, or is of 75 dwellings or 1,000 square metres commercial floor area or more. Wind Turbines Any wind energy proposals whose output capacity is 1MW or more or which proposes three or more turbines. Any solar energy proposals whose output capacity is 1MW or more or which proposes 4,000 or more solar panels. Energy from Waste Scheme which is 1KW capacity or more.	Individually determined at full cost recovery				-	-	-	-	-	-		

PLANNING SERVICES Pre-Application Fees and Charges 2026/27
Budget Expectation £853,200

		2026/27	2025/26	VAT	Inflation						
		Cost (£)	20% VAT (£)	Total (£)	Total (£)	Change	% Change	C/C	A/C	Budget	Comments
						Govt	3.8%				
						0.0%					
Minor Alterations to Listed Building (Written advice)	Only available for very minor and non-Complex advice. This would include replacement windows. This only relates to development that does not fall within any category above. In those instances where it does the higher fee will be required.	105.00	21.00	126.00	121.62	- 4.38	-3.5%	302	9240		
Alterations/Extension to Listed Building (Written advice)	Includes proposals for: Alterations to a listed building Extensions and additions to a listed building Demolition of an unlisted building within a conservation area This only relates to development that does not fall within any category above. In those instances where it does the higher fee will be required.	350.00	70.00	420.00	404.71	- 15.29	-3.6%	302	9240		
Alterations/Extension to Listed Building (Meeting* with Planning Officer of no more than one hour and written advice)	Includes proposals for: Alterations to a listed building Extensions and additions to a listed building Demolition of an unlisted building within a conservation area This only relates to development that does not fall within any category above. In those instances where it does the higher fee will be required.	854.17	170.83	1,025.00	987.25	- 37.75	-3.7%	302	9240		
Development in a Conservation Area (Written Advice)	This only relates to development that does not fall within any category above. In those instances where it does the higher fee will be required.	264.17	52.83	317.00	305.58	- 11.42	-3.6%	302	9240		
Development in a Conservation Area (Meeting* with Planning Officer of no more than one hour and written advice)	This only relates to development that does not fall within any category above. In those instances where it does the higher fee will be required.	769.17	153.83	923.00	889.14	- 33.86	-3.7%	302	9240		
Minor Tree advice (Tree within a conservation area only) (Written advice)	Includes proposals for: Works to 1-4 individually listed trees	140.00	28.00	168.00	121.62	- 46.38	-27.6%	302	9240		Change request from Mark Jaggard to match Minor TPO was (£126.00)
Minor Tree advice (TPOs only) (Written advice)	Includes proposals for: Works to 1-4 individually listed trees Replacement of 1-4 individually listed trees	140.00	28.00	168.00	161.48	- 6.52	-3.9%	302	9240		
Minor Tree advice (TPOs only) (Meeting* with appropriate Officer of no more than one hour and written advice)	Includes proposals for: Works to 1-4 individually listed trees Replacement of 1-4 individually listed trees	350.00	70.00	420.00	404.71	- 15.29	-3.6%	302	9240		
Major Tree advice (TPOs only) (Meeting* with appropriate Officer of no more than one hour and written advice)	Includes proposals for: Works to 5 or more individually listed trees Replacement of 5 or more individually listed trees Works to trees within an area protected under a Tree Preservation Order Works to trees within a woodland protected under a Tree Preservation Order	700.83	140.17	841.00	810.45	- 30.55	-3.6%	302	9240		
Inspection of compliance with Enforcement Notice	Written confirmation that an enforcement notice has been complied with.	350.00	70.00	420.00	404.71	- 15.29	-3.6%	302	9240		
Compliance with Condition requests	Includes, but not exclusively: Written confirmation that a condition(s) has been complied with Written confirmation that a condition(s) has been discharged	350.00	70.00	420.00	305.58	- 114.42	-27.2%	302	9240		Change request from Mark Jaggard to match with Enforcement Notice was (£317.00)
Compliance with S.106 Agreement requests	Written confirmation that all/some S.106 obligations have been agreed per obligation	188.33	37.67	226.00	217.69	- 8.31	-3.7%	302	9240		
Planning History requests	Includes, but not exclusively: Written confirmation of any restrictions imposed on a site. Confirmation of authorised use of a site Confirmation of an absence of an agricultural occupancy condition	350.00	70.00	420.00	305.58	- 114.42	-27.2%	302	9240		Change request from Mark Jaggard to match with Enforcement Notice was (£317.00)
Withdrawing Historic Enforcement Notices	At the request of a landowner, evaluate whether a historic Enforcement Notice can be withdrawn	350.00	70.00	420.00	360.00	- 60.00	-14.3%	302	9240		Change request from Mark Jaggard to match with Enforcement Notice was (£374.00)
Pre App pre sale meeting for Listed Buildings	Discussing a listed building with a prospective purchaser to help them understand their responsibility	350.00	70.00	420.00	180.00	- 240.00	-57.1%	302	9240	-822000	Change request from Mark Jaggard to match with Enforcement Notice was (£187.00)

*All pre-application and advice meetings will be held at the Council Offices. However, if it is agreed necessary to convene a meeting on site, travel time to and from the site will be charged at the hourly meeting rate. Officers are unable to hold a site meeting without the prior deposit of plans or written proposals.

TABLE A - NEW DWELLINGS

2026/27

Dwelling-houses and Flats not exceeding 300m2

Please note that the Charges marked with an * have been reduced to reflect where controlled electrical installations are being carried out, tested and certified by a registered Part P electrician. If these reductions are claimed and a self certifying electrician is not subsequently employed, the applicant will be invoiced for supplementary charges equivalent to the discount (see D14 below)

VAT rate:	20.0%		2026/27	2026/27	2026/27	2026/27	2025/26	2025/26	2025/26	2025/26
Code	Bungalows or Houses less than 4 storeys		Plan Charge	Inspection Charge *	Building Notice Charge*	Regularisation Charge*	Plan Charge	Inspection Charge *	Building Notice Charge*	Regularisation Charge*
H01	1 Plot	Net	263.00	658.00	1,012.00	1,289.00	253.00	634.00	975.00	1,242.00
		VAT	52.60	131.60	202.40	-	50.60	126.80	195.00	-
		Total	315.60	789.60	1,214.40	1,289.00	303.60	760.80	1,170.00	1,242.00
H02	2 Plots	Net	394.00	1,051.00	1,590.00	2,024.00	380.00	1,013.00	1,532.00	1,950.00
		VAT	78.80	210.20	318.00	-	76.00	202.60	306.40	-
		Total	472.80	1,261.20	1,908.00	2,024.00	456.00	1,215.60	1,838.40	1,950.00
H03	3 Plots	Net	461.00	1,446.00	2,096.00	2,668.00	444.00	1,393.00	2,019.00	2,570.00
		VAT	92.20	289.20	419.20	-	88.80	278.60	403.80	-
		Total	553.20	1,735.20	2,515.20	2,668.00	532.80	1,671.60	2,422.80	2,570.00
H04	4 Plots	Net	526.00	1,840.00	2,602.00	3,313.00	507.00	1,773.00	2,507.00	3,192.00
		VAT	105.20	368.00	520.40	-	101.40	354.60	501.40	-
		Total	631.20	2,208.00	3,122.40	3,313.00	608.40	2,127.60	3,008.40	3,192.00
H05	5 Plots	Net	591.00	2,234.00	3,109.00	3,957.00	569.00	2,152.00	2,995.00	3,812.00
		VAT	118.20	446.80	621.80	-	113.80	430.40	599.00	-
		Total	709.20	2,680.80	3,730.80	3,957.00	682.80	2,582.40	3,594.00	3,812.00
Flats										
F01	1	Net	263.00	658.00	1,012.00	1,289.00	253.00	634.00	975.00	1,242.00
		VAT	52.60	131.60	202.40	-	50.60	126.80	195.00	-
		Total	315.60	789.60	1,214.40	1,289.00	303.60	760.80	1,170.00	1,242.00
F02	2	Net	394.00	855.00	1,373.00	1,749.00	380.00	824.00	1,323.00	1,685.00
		VAT	78.80	171.00	274.60	-	76.00	164.80	264.60	-
		Total	472.80	1,026.00	1,647.60	1,749.00	456.00	988.80	1,587.60	1,685.00
F03	3	Net	461.00	1,051.00	1,663.00	2,116.00	444.00	1,013.00	1,602.00	2,039.00
		VAT	92.20	210.20	332.60	-	88.80	202.60	320.40	-
		Total	553.20	1,261.20	1,995.60	2,116.00	532.80	1,215.60	1,922.40	2,039.00
F04	4	Net	526.00	1,249.00	1,951.00	2,485.00	507.00	1,203.00	1,880.00	2,394.00
		VAT	105.20	249.80	390.20	-	101.40	240.60	376.00	-
		Total	631.20	1,498.80	2,341.20	2,485.00	608.40	1,443.60	2,256.00	2,394.00
F05	5	Net	591.00	1,446.00	2,241.00	2,852.00	569.00	1,393.00	2,159.00	2,748.00
		VAT	118.20	289.20	448.20	-	113.80	278.60	431.80	-
		Total	709.20	1,735.20	2,689.20	2,852.00	682.80	1,671.60	2,590.80	2,748.00
Conversion to										
V01	Single Dwelling-House	Net	263.00	788.00	1,156.00	1,473.00	253.00	759.00	1,114.00	1,419.00
		VAT	52.60	157.60	231.20	-	50.60	151.80	222.80	-
		Total	315.60	945.60	1,387.20	1,473.00	303.60	910.80	1,336.80	1,419.00
V02	Single Flat	Net	263.00	658.00	1,012.00	1,289.00	253.00	634.00	975.00	1,242.00
		VAT	52.60	131.60	202.40	-	50.60	126.80	195.00	-
		Total	315.60	789.60	1,214.40	1,289.00	303.60	760.80	1,170.00	1,242.00
Notifiable electrical work			(where applicable, in addition to the above, per dwelling)				(where applicable, in addition to the above, per dwelling)			
D14	(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Net	This charge relates to a first fix pre-plaster inspection and final testing on completion. For Regularisation			276.00	351.00	This charge relates to a first fix pre-plaster inspection and final testing on completion. For Regularisation application a full		
		VAT				55.20	-	53.20		
		Total				331.20	351.00	319.20		

303 9220 303 9230 303 9255 ?
 -55400 -66600 -60400

Where Standard Charges are not applicable please contact Building Control on 01621 854477

IK TO A SINGLE DWELLING

2026/27

re than 3 storeys above ground level

Please note that the

Inflation

103.80

VAT rate	20.0%		2026/27	2026/27	2026/27	2026/27	2026/27	2026/27	2026/27	2026/27	2025/26	2025/26	2025/26	2025/26	2025/26	2025/26	2025/26	
Code	Extension & New Build		Full Plans		Full Plans - Multiple work reductions only **		Building Notice Charge *	Multiple work reductions only Building Notice Charge * at 50% reduced rate **	Regularisation Charge *	Full Plans		Full Plans - Multiple work reductions only **		Building Notice Charge *	Multiple work reductions only Building Notice Charge * at 50% reduced rate **	Regularisation Charge *		
			Plan Charge	Inspection Charge *	Plan Charge at 50% reduced rate**	Inspection Charge * at 50% reduced rate **				Plan Charge	Inspection Charge *	Plan Charge at 50% reduced rate**	Inspection Charge * at 50% reduced rate **					
D01	Separate single storey extension with	Net	263.00	526.00	133.00	263.00	867.00	434.00	1,104.00	253.00	507.00	128.00	253.00	835.00	418.00	1,064.00		
		VAT	52.60	105.20	26.60	52.60	173.40	86.80	-	50.60	101.40	25.60	50.60	167.00	83.60	-		
		Total	315.60	631.20	159.60	315.60	1,040.40	520.80	1,104.00	303.60	608.40	153.60	303.60	1,002.00	501.60	1,064.00		
D02	Separate single storey extension with	Net	263.00	658.00	133.00	329.00	1,012.00	506.00	1,289.00	253.00	634.00	128.00	317.00	975.00	487.00	1,242.00		
		VAT	52.60	131.60	26.60	65.80	202.40	101.20	-	50.60	126.80	25.60	63.40	195.00	97.40	-		
		Total	315.60	789.60	159.60	394.80	1,214.40	607.20	1,289.00	303.60	760.80	153.60	380.40	1,170.00	584.40	1,242.00		
D03	Separate extension with some part 2 or 3	Net	274.00	591.00	137.00	296.00	953.00	476.00	1,211.00	264.00	569.00	132.00	285.00	918.00	459.00	1,167.00		
		VAT	54.80	118.20	27.40	59.20	190.60	95.20	-	52.80	113.80	26.40	57.00	183.60	91.80	-		
		Total	328.80	709.20	164.40	355.20	1,143.60	571.20	1,211.00	316.80	682.80	158.40	342.00	1,101.60	550.80	1,167.00		
D04	Separate extension with some part 2 or 3	Net	285.00	788.00	142.00	394.00	1,180.00	590.00	1,503.00	275.00	759.00	137.00	380.00	1,137.00	568.00	1,448.00		
		VAT	57.00	157.60	28.40	78.80	236.00	118.00	-	55.00	151.80	27.40	76.00	227.40	113.60	-		
		Total	342.00	945.60	170.40	472.80	1,416.00	708.00	1,503.00	330.00	910.80	164.40	456.00	1,364.40	681.60	1,448.00		
D05	A building or extension comprising	Net	263.00	306.00	133.00	154.00	627.00	312.00	798.00	253.00	295.00	128.00	148.00	604.00	301.00	769.00		
		VAT	52.60	61.20	26.60	30.80	125.40	62.40	-	50.60	59.00	25.60	29.60	120.80	60.20	-		
		Total	315.60	367.20	159.60	184.80	752.40	374.40	798.00	303.60	354.00	153.60	177.60	724.80	361.20	769.00		
D06	Detached non-habitable domestic	Net	263.00	394.00	133.00	197.00	723.00	363.00	921.00	253.00	380.00	128.00	190.00	697.00	350.00	887.00		
		VAT	52.60	78.80	26.60	39.40	144.60	72.60	-	50.60	76.00	25.60	38.00	139.40	70.00	-		
		Total	315.60	472.80	159.60	236.40	867.60	435.60	921.00	303.60	456.00	153.60	228.00	836.40	420.00	887.00		
Conversions																		
D07	First floor & second floor loft conversions	Net	263.00	526.00	133.00	263.00	867.00	434.00	1,104.00	253.00	507.00	128.00	253.00	835.00	418.00	1,064.00		
		VAT	52.60	105.20	26.60	52.60	173.40	86.80	-	50.60	101.40	25.60	50.60	167.00	83.60	-		
		Total	315.60	631.20	159.60	315.60	1,040.40	520.80	1,104.00	303.60	608.40	153.60	303.60	1,002.00	501.60	1,064.00		
D08	Other work (e.g. garage conversions)	Net	263.00	263.00	133.00	133.00	579.00	290.00	736.00	253.00	253.00	128.00	128.00	558.00	279.00	709.00		
		VAT	52.60	52.60	26.60	26.60	115.80	58.00	-	50.60	50.60	25.60	25.60	111.60	55.80	-		
		Total	315.60	315.60	159.60	159.60	694.80	348.00	736.00	303.60	303.60	153.60	153.60	669.60	334.80	709.00		
Alterations (including underpinning)																		
D09	Renovation of a thermal element	Net	132.00	132.00	65.00	65.00	290.00	144.00	368.00	127.00	127.00	63.00	63.00	279.00	139.00	355.00		
		VAT	26.40	26.40	13.00	13.00	58.00	28.80	-	25.40	25.40	12.60	12.60	55.80	27.80	-		
		Total	158.40	158.40	78.00	78.00	348.00	172.80	368.00	152.40	152.40	75.60	75.60	334.80	166.80	355.00		
D10	Replacement of windows, roof lights, roof	Net	132.00	132.00	65.00	65.00	290.00	144.00	368.00	127.00	127.00	63.00	63.00	279.00	139.00	355.00		
		VAT	26.40	26.40	13.00	13.00	58.00	28.80	-	25.40	25.40	12.60	12.60	55.80	27.80	-		
		Total	158.40	158.40	78.00	78.00	348.00	172.80	368.00	152.40	152.40	75.60	75.60	334.80	166.80	355.00		
D11a	Cost of work not exceeding £2,000 (Incl	Net	132.00	197.00	65.00	99.00	360.00	182.00	461.00	127.00	190.00	63.00	95.00	347.00	175.00	444.00		
		VAT	26.40	39.40	13.00	19.80	72.00	36.40	-	25.40	38.00	12.60	19.00	69.40	35.00	-		
		Total	158.40	236.40	78.00	118.80	432.00	218.40	461.00	152.40	228.00	75.60	114.00	416.40	210.00	444.00		
D11	Cost of work exceeding £2,001 & not	Net	197.00	263.00	133.00	197.00	506.00	252.00	644.00	190.00	253.00	95.00	128.00	487.00	243.00	620.00		
		VAT	39.40	52.60	19.80	26.60	101.20	50.40	-	38.00	50.60	19.00	25.60	97.40	48.60	-		
		Total	236.40	315.60	118.80	159.60	607.20	302.40	644.00	228.00	303.60	114.00	153.60	584.40	291.60	620.00		
D12	Cost of work exceeding £5,001 & not	Net	263.00	438.00	133.00	220.00	771.00	386.00	981.00	253.00	422.00	128.00	212.00	743.00	372.00	945.00		
		VAT	52.60	87.60	26.60	44.00	154.20	77.20	-	50.60	84.40	25.60	42.40	148.60	74.40	-		
		Total	315.60	525.60	159.60	264.00	925.20	463.20	981.00	303.60	506.40	153.60	254.40	891.60	446.40	945.00		
D13	Cost of work exceeding £25,001 & not	Net	328.00	858.00	164.00	329.00	1,084.00	542.00	1,381.00	316.00	634.00	158.00	317.00	1,044.00	522.00	1,330.00		
		VAT	65.60	131.60	32.80	65.80	216.80	108.40	-	63.20	126.80	31.60	63.40	208.80	104.40	-		
		Total	393.60	789.60	196.80	394.80	1,300.80	650.40	1,381.00	379.20	760.80	189.60	380.40	1,252.80	626.40	1,330.00		
Notifiable Electrical work (in addition to the above, where applicable)																		
D14	(Where a satisfactory certificate will not	Net					463.00	n/a	-	This charge relates to a first fix pro.						446.00	n/a	-
		VAT					92.00	n/a	-							89.00	n/a	-
		Total					555.00	n/a	-							535.00	n/a	-

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**Multiple work

ble please contact Building Control on 01621 854477

303 9220 303 9230 303 9220 303 9230 303 9255 303 9255

TABLE C - ALL OTHER NON-DOMESTIC WORK
2026/27

Limited to work not more than 3 storeys above ground level

VAT rate	20.0%		2026/27	2026/27	2026/27	2026/27	2025/26	2025/26	2025/26	2025/26	2025/26	2025/26
Code	Extensions and New Build		Plan Charge	Plan Charge at 50% reduced rate** (for multiple works only)	Inspection Charge	Inspection Charge * at 50% reduced rate ** (for multiple works only)	Regularisation Charge	Plan Charge	Plan Charge at 50% reduced rate** (for multiple works only)	Inspection Charge	Inspection Charge * at 50% reduced rate ** (for multiple works only)	Regularisation Charge
N01	Single storey with floor area not exceeding 40m2	Net	274.00	137.00	526.00	263.00	1,120.00	264.00	132.00	507.00	253.00	1,079.00
		VAT	54.80	27.40	105.20	52.60	-	52.80	26.40	101.40	50.60	-
		Total	328.80	164.40	631.20	315.60	1,120.00	316.80	158.40	608.40	303.60	1,079.00
N02	Single storey with floor area not exceeding 40m2 but not exceeding 100m2	Net	306.00	154.00	679.00	339.00	1,381.00	295.00	148.00	654.00	327.00	1,330.00
		VAT	61.20	30.80	135.80	67.80	-	59.00	29.60	130.80	65.40	-
		Total	367.20	184.80	814.80	406.80	1,381.00	354.00	177.60	784.80	392.40	1,330.00
N03	With some part 2 or 3 storey in height and a total floor area not exceeding 40m2	Net	328.00	164.00	744.00	373.00	1,503.00	316.00	158.00	717.00	359.00	1,448.00
		VAT	65.60	32.80	148.80	74.60	-	63.20	31.60	143.40	71.80	-
		Total	393.60	196.80	892.80	447.60	1,503.00	379.20	189.60	860.40	430.80	1,448.00
N04	With some part 2 or 3 storey in height and a total floor area exceeding 40m2 but not exceeding 100m2	Net	351.00	175.00	855.00	428.00	1,688.00	338.00	169.00	824.00	412.00	1,626.00
		VAT	70.20	35.00	171.00	85.60	-	67.60	33.80	164.80	82.40	-
		Total	421.20	210.00	1,026.00	513.60	1,688.00	405.60	202.80	988.80	494.40	1,626.00
Alterations												
N05	Cost of work not exceeding £5,000	Net	197.00	99.00	197.00	99.00	552.00	190.00	95.00	190.00	95.00	532.00
		VAT	39.40	19.80	39.40	19.80	-	38.00	19.00	38.00	19.00	-
		Total	236.40	118.80	236.40	118.80	552.00	228.00	114.00	228.00	114.00	532.00
	Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)	Net	197.00	99.00	197.00	99.00	552.00	190.00	95.00	190.00	95.00	532.00
N06	Cost of work exceeding £5,000 & not exceeding £25,000	VAT	39.40	19.80	39.40	19.80	-	38.00	19.00	38.00	19.00	-
		Total	236.40	118.80	236.40	118.80	552.00	228.00	114.00	228.00	114.00	532.00
		Renewable Energy systems (not covered by an appropriate competent persons scheme)	Net	197.00	99.00	197.00	99.00	552.00	190.00	95.00	190.00	95.00
	VAT	39.40	19.80	39.40	19.80	-	38.00	19.00	38.00	19.00	-	
N07	Installation of new shop front	Net	197.00	99.00	197.00	99.00	552.00	190.00	95.00	190.00	95.00	532.00
		VAT	39.40	19.80	39.40	19.80	-	38.00	19.00	38.00	19.00	-
		Total	236.40	118.80	236.40	118.80	552.00	228.00	114.00	228.00	114.00	532.00
	Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)	Net	263.00	133.00	263.00	133.00	736.00	253.00	128.00	253.00	128.00	709.00
VAT		52.60	26.60	52.60	26.60	-	50.60	25.60	50.60	25.60	-	
Total		315.60	159.60	315.60	159.60	736.00	303.60	153.60	303.60	153.60	709.00	
Renovation of thermal elements	Net	263.00	133.00	263.00	133.00	736.00	253.00	128.00	253.00	128.00	709.00	
	VAT	52.60	26.60	52.60	26.60	-	50.60	25.60	50.60	25.60	-	
	Total	315.60	159.60	315.60	159.60	736.00	303.60	153.60	303.60	153.60	709.00	
Installation of a Raised Storage Platform within an existing building	Net	263.00	133.00	263.00	133.00	736.00	253.00	128.00	253.00	128.00	709.00	
	VAT	52.60	26.60	52.60	26.60	-	50.60	25.60	50.60	25.60	-	
	Total	315.60	159.60	315.60	159.60	736.00	303.60	153.60	303.60	153.60	709.00	
N07	Cost of works exceeding £25,000 & not exceeding £100,000	Net	394.00	197.00	526.00	263.00	1,289.00	380.00	190.00	507.00	253.00	1,242.00
		VAT	78.80	39.40	105.20	52.60	-	76.00	38.00	101.40	50.60	-
		Total	472.80	236.40	631.20	315.60	1,289.00	456.00	228.00	608.40	303.60	1,242.00
Fit out of building up to 100m2	Net	394.00	197.00	526.00	263.00	1,289.00	380.00	190.00	507.00	253.00	1,242.00	
	VAT	78.80	39.40	105.20	52.60	-	76.00	38.00	101.40	50.60	-	
	Total	472.80	236.40	631.20	315.60	1,289.00	456.00	228.00	608.40	303.60	1,242.00	

Multiple work reductions. Where the proposed works consist of more than one of the above elements then the appropriate charge is calculated by paying the full amount for the most expensive element and only 50% for the other applicable elements.

Where Standard Charges are not applicable please contact Building Control on 01621 854477

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