

12 November 2025



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APOLOGIES: Committee Services
Email: Committee.clerk@maldon.gov.uk

CHIEF EXECUTIVE
Doug Wilkinson

Dear Councillor

You are summoned to attend the meeting of the;

STRATEGY AND RESOURCES COMMITTEE

on **THURSDAY 20 NOVEMBER 2025 at 7.30 pm**

in the **Council Chamber, Maldon District Council Offices, Princes Road, Maldon.**

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A copy of the agenda is attached.

Yours faithfully

Chief Executive

COMMITTEE MEMBERSHIP:

CHAIRPERSON	Councillor J Driver
VICE-CHAIRPERSON	Councillor J C Stilts
COUNCILLORS	J R Burrell-Cook S Dodsley M F L Durham, CC A Fittock K M H Lagan A M Lay R H Siddall P L Spenceley M E Thompson

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AGENDA STRATEGY AND RESOURCES COMMITTEE

THURSDAY 20 NOVEMBER 2025

1. **Chairperson's Notices**

2. **Apologies for Absence**

3. **Minutes of the Last meeting** (Pages 5 - 14)

To consider the Minutes of the Strategy and Resources Committee held on 2 October 2025 (copy enclosed).

4. **Disclosure of Interest**

To disclose the existence and nature of any Disclosable Pecuniary Interests, Other Registrable interests and Non-Registrable Interests relating to items of business on the agenda having regard to paragraph 9 and Appendix B of the Code of Conduct for Members.

(Members are reminded that they are also required to disclose any such interests as soon as they become aware should the need arise throughout the meeting).

5. **Public Participation**

To receive the views of members of the public, of which prior notification in writing has been received (no later than noon on the Tuesday prior to the day of the meeting).

Should you wish to submit a question please complete the online form at:
www.maldon.gov.uk/publicparticipation.

6. **Half Yearly Treasury Management Update** (Pages 15 - 26)

To consider the report of the Director of Finance (copy enclosed).

7. **Rural Settlement List 2026 / 27** (Pages 27 - 30)

To consider the report of the Director of Finance (copy enclosed).

8. **Budget Monitoring Report - Quarter 2** (Pages 31 - 44)

To consider the report of the Director of Finance (copy enclosed).

9. **Fees and Charges Schedule 2026 / 27** (Pages 45 - 64)

To consider the report of the Director of Finance (copy enclosed).

10. **Financial Year 2026/27: Budget Proposals and Medium-Term Financial Strategy Update** (Pages 65 - 72)

To consider the report of the Director of Finance (copy enclosed).

11. **Transfer of Allotments, Brickhouse Farm, Maldon** (Pages 73 - 76)
To consider the report of the Director of Legal and Governance (copy enclosed).
 12. **Special Event Performance Funding 2025** (Pages 77 - 80)
To consider the report of the Chief Executive, (copy enclosed).
 13. **Any other items of business that the Chairperson of the Committee decides are urgent**
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NOTICES

Recording of Meeting

Please note that the Council will be recording and publishing on the Council's website any part of this meeting held in open session.

Fire

We do not have any fire alarm testing scheduled for this meeting. In the event of a fire, a siren will sound. Please use either of the two marked fire escape routes. Once out of the building please proceed to the designated muster point located on the grass verge by the police station entrance. Please gather there and await further instruction. If you feel you may need assistance to evacuate the building, please make a member of Maldon District Council staff aware.

Health and Safety

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**MINUTES of
STRATEGY AND RESOURCES COMMITTEE
2 OCTOBER 2025**

PRESENT

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

277. CHAIRPERSON'S NOTICES

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

278. APOLOGIES FOR ABSENCE AND SUBSTITUTION NOTICE

An apology for absence was received from Councillor R H Siddall and in accordance with notice duly given Councillor E L Stephens was attending as a substitute for Councillor Siddall.

279. MINUTES OF THE LAST MEETING

RESOLVED that the Minutes of the meeting of the Committee held on 24 July 2025 be approved and confirmed.

280. DISCLOSURE OF INTEREST

There were none.

281. PUBLIC PARTICIPATION

No requests had been received.

282. BUDGET MONITORING - QUARTER 1

The Committee considered the report of the Chief Finance Officer (CFO) providing an updated financial position for the period ended 30 June 2025 (period 3 / quarter one (Q1)). It was noted that Q1 was early in the financial year and may be subject to changes in the coming months.

The report provided the Council's financial forecast for the full year ending 31 March 2025, including revenue and capital forecasts and the impact these would have on retained reserves. It highlighted that performance was closely aligned to budget which demonstrated good financial management in operational areas.

The CFO presented the report and advised of the following amendments to the recommendations set out in the report:

- Recommendation (v) should refer to Appendix 3;
- Recommendation (vi) should refer to Appendix 4;
- Recommendation (vii) should be deleted as this was a drafting error.

These amendments were duly noted.

The report provided detailed information including:

- **Revenue Budget Monitoring (Q1)** – The revenue forecast including main variances were detailed in Appendix 1 to the report. It was noted that overall the Council was within 0.3% of the budget and the CFO explained he was looking for a target of 1% above or below the budget.
- **Capital Budget Monitoring (Q1)** – The forecast for the capital budget projected an overspend of £38k against the revised 2025 / 26 Capital Programme and the main project details were set out in Appendix 2 to the report.
- **Reserves** – Movements on Reserves for the year 2025 / 26 were set out in Appendix 3 to the report.

The Chairperson then moved the recommendations, as amended and these were duly seconded.

In response to a question regarding the Revenues and Benefits reserve, the CFO explained that this amount was received as part of the council tax sharing agreement through Essex County Council and helped to support staff in the Revenues and Benefits teams across the county, ensuring that Councils had a good selection rate. He explained how Discretionary Housing Payments funding could be used to fund posts and that at present four Revenues and Benefits posts were funded through one off grant funding. The CFO would be reviewing this with the Revenues and Benefits team as part of ongoing budget monitoring and the 2026 / 27 budget process.

The Chairperson put the recommendations, and they were duly agreed.

RESOLVED

- (i) That Members note the forecast revenue outturn, as at 30 June 2025, is £43,000 under budget (0.4%), further information can be found at Appendix 1 to the report along with reasons for significant variances;
- (ii) that Members note that additional grant funding has been received above the total estimated when the budget was approved in February 2025 (chiefly comprising £385,000 additional funding for the impact of small business rate reliefs and the impact of revaluation of business premises);
- (iii) that Members agree for the additional grant income received to be transferred to the Council Tax and Business Rates equalisation reserve until such time as the costs the grant is designed to fund are identified, when it will be moved to

the relevant service budgets (and reported to Members in the earliest subsequent report);

- (iv) That Members consider the forecast capital outturn as at 30 June 2025 which is for a total capital programme delivery of £6,502k against revised budget of £6,472k. Further information can be found at Appendix 2 to the report along with reasons for significant variances;
- (v) That the movements in Earmarked Reserves set out in Appendix 3 to the report be approved;
- (vi) that the revenue budget reconciliation in Appendix 4 to the report be noted.

283. DISCRETIONARY FEES AND CHARGES POLICY 2026 / 27

The Committee considered the report of the Chief Finance Officer (CFO) setting out the overarching principles (set out in section 3.2 of the report) through which Discretionary Fees and Charges would be set for 2026 / 27. It was noted that the detailed Fees and Charges would be updated based on these policies and brought forward alongside the budget proposals for 2026 / 27.

The CFO presented his report, advising how it set principles through which the Council would endeavour to set the fees and charges to be applied, and aligned with the budget process. He reminded Members that a large proportion of fees and charges were set nationally. For nationally set fees and charges the Council was required to advertise them and apply the charges in line with national guidance.

The table at paragraph 3.2.1 of the report set out the locally set ('discretionary') fees and charges and the factors that needed to be considered in setting charges for the coming year. If agreed the CFO would proceed to work through the exact levels of fees and charges for recommendation to the Council for consideration at its February 2026 meeting.

The Chairperson moved the recommendation set out in the report and this was duly seconded.

In response to questions raised the CFO provided the following information:

- The CFO was speaking to colleagues across the county regarding the standardisation of fees and charges once the Government had agreed a unitary structure. The Council did not yet know who it would be working with, and the CFO highlighted how it wasn't just council tax rates which would be different but also tariffs e.g. car parking where Councils had local variants. The important thing at this time was to ensure a transparent process through the current year.
- In response to a comment regarding the extensive list of fees and charges the CFO highlighted the need to ensure there was a balanced financial position, and the review of fees and charges was part of that. He agreed that it may be appropriate at times to clean through the overall schedule and delete those fees and charges that were no longer appropriate.
- Use of the word 'profit' in reference D related to the view for the public sector to be more commercial in its approach. The commentary for this item highlighted how as a public sector organisation the Council's principles were non-profit making. However, in response to a suggestion to amend the wording for this item it was agreed that reference D (as set out at section 3.2 of the report) be reworded as follows:

“In principle, fees and charges are generally to be calculated to recover the full cost of the service provided, not to make a surplus or profit. On regular review this may result in some charges going down or some charges being removed altogether. Some cross subsidy may occur between charges levied in the same service area, but the overall objective is to support the cost of discretionary services not to secure a commercial profit”.

The Chairperson put the recommendation, subject to the amendment to reference D (as detailed above). This was duly seconded and agreed.

RESOLVED that the overarching principles for discretionary Fees and Charges policies (as detailed below) be approved:

Ref	Principle	Commentary
A	Annual review	All discretionary fees and charges should be reviewed annually in terms of the tariff applied, recent activity trends, and the overall income achieved.
B	Promote access to services	The Council exists to provide important services to local people. Fees and charges should be applied in a way that promotes access to discretionary services. They should not be a barrier to services.
C	Full cost recovery	Fees and charges for council services should be set on the basis of full cost recovery. That is, charges should be calculated such that all costs are recovered as part of the overall charge – direct delivery costs, indirect service management costs and overhead support costs (such as ICT, HR (Human Resources), accommodation etc.).
D	Non-profit making	In principle, fees and charges are generally to be calculated to recover the full cost of the service provided, not to make a surplus or profit. On regular review this may result in some charges going down or some charges being removed altogether. Some cross subsidy may occur between charges levied in the same service area, but the overall objective is to support the cost of discretionary services not to secure a commercial profit.
E	Income = tariff x take-up	The tariff or charge applied is one part of a wider value chain. The other part is the activity volume. Together, tariff and volume generate the overall income to the Council.
F	Standard +2% uplift	<p>The MTFs (Medium-Term Financial Strategy) assumes a standard uplift of 2% per year on income from fees and charges.</p> <p>This may mean that:</p> <ul style="list-style-type: none"> • all charges increase by 2% per year; or • that some charges increase by more (or less) than 2%, with an expected overall increase of 2%; or • that activity is expected to increase by 2% in order to secure and overall income increase of 2% with no change to the tariff applied. <p>However, where actual inflationary pressures are higher than 2%, it is expected that income is similarly increased to maintain the full cost recovery approach.</p>
G	Inclusive	Options for concessionary reductions in fees and charges can be considered in line with wider council policies. How concessions are evidenced and applied should be simple, efficient and appropriate.

Ref	Principle	Commentary
H	Benchmarked	The level of charges set be compared to similar charges levied by local commercial competitors or other local authorities.
I	Flexible over time	Annual review of fees and charges should also consider the introduction of new charges or the rescinding of old charges.
J	Consistent with other policies	Consistency between fees and charges and other wider policies and strategies of the council, including the corporate plan objectives.

284. APPROVAL OF THE ENVIRONMENTAL HEALTH, WASTE AND CLIMATE ACTION ENFORCEMENT POLICY 2025

The Committee considered the report of the Deputy Chief Executive seeking Members' approval of the Environmental Health, Waste and Climate Action Enforcement Policy 2025 (the Policy), attached as Appendix A to the report. This Policy set out the principles and approach to enforcement within the Environmental Health, Waste and Climate Action team.

The Assistant Director - Place and Community presented the report highlighting the changes to the Policy and the key legislation it supported. It was noted that approval of it was crucial to providing fair, consistent, high quality enforcement interventions, which protect public safety and the environment as well as providing public reassurance.

The Chairperson moved the recommendation set out in the report and this was duly seconded.

In response to a query regarding Officer titles referred to in the Policy, Members were advised that once the new structure came into post any changes to Officer titles would be reflected in the Policy. A question regarding agency staff was raised and the Assistant Director advised that these staff acted under the same powers as contracted staff as they were delivering the same statutory functions on behalf of the Council.

The title of the Policy was queried as it was felt that use of the term 'Climate Action' could leave the Policy vulnerable to being changed or dropped in the current febrile and uncertain world of politics. It was suggested that the title would be amended to the Environmental Health, Waste and *Environment* Enforcement Policy 2025, noting that the word Environment would cover biodiversity as well. The Chairperson put the title change to the Committee. The proposal was duly seconded and upon a vote being taken this was agreed.

The Chairperson confirmed that references throughout the report would also be updated to reflect to new title.

RESOLVED that subject to amendment to update the title and references within the report, the Environmental Health, Waste and *Environment* Enforcement Policy 2025 be approved and published.

285. FOOD SAFETY PLAN 2025 - 2028

The Committee considered the report of the Deputy Chief Executive seeking Members' approval of the Food Safety Plan 2025 – 2028 (the Plan), attached at Appendix A to the report. The Plan set out how the Environmental Health Commercial Team would ensure that food placed on the market for human consumption (which is produced,

stored, distributed, handled or purchased within the Maldon District), is without risk to public health or the safety of the consumer.

The Assistant Director - Place and Community presented the report advising of the Council's statutory duty under the Food Safety Act 1990 and the Food Safety and Hygiene (England) Regulations 2013. The report detailed the three key aims of the Plan, how it linked to the Council's key objectives, the scope of the service and the financial and staffing allocation required to delivery the service along with the training, quality assessment and internal monitoring.

The Chairperson moved the recommendation set out in the report and this was duly seconded.

Members referred to the excellent piece of work and in response to a question regarding staffing allocation, the Assistant Director advised that a growth bid for two Environmental Health Officers had been approved for the current financial year, one of which sat within the commercial team. She outlined the challenges recruiting into that post which resulted in an extension to the Councils contract with an external company to deliver food hygiene inspections. The Environmental Health Manager (Commercial) advised that based on performance and performance monitoring at this time the team were on track. She explained how the Council was scrutinised internally as well as by the Food Standards Agency.

Councillor M F L Durham clarified that food producers were the responsibility of Trading Standards. He then declared an interest as the Cabinet Member for Trading Standards at Essex County Council.

The Chairperson then put the recommendation, which was duly approved.

RESOLVED that the Food Safety Plan 2025 – 2028 (as set out in Appendix A to the report) be approved for publication.

286. REVISED 'OUR HOME, OUR FUTURE' CLIMATE STRATEGY AND CLIMATE ACTION PLAN

The Committee considered the report of the Net Zero and Air Quality Working Group seeking Members' approval of the revised 'Our Home, Our Future' Climate Strategy and Action Plan 2025 – 2028 (CSAP), attached as Appendix 1 to the report. The CSAP set out a deliverable evidence-based approach to achieving net zero emissions across Council operations by 2050 and supported wider District-level climate action.

The revised CSAP reaffirmed the Council's commitment to meaningful climate action through a more realistic, evidence-based approach. Providing a stronger foundation for accountability, collaboration, and a more sustainable path to achieving net zero emissions, both operationally and across the wider District.

Members were advised that the CSAP would serve as a framework for climate leadership and ensured climate and nature considerations were embedded across Council decision-making and investment. Evaluating the Council's current position, it would identify local opportunities to mitigate and adapt climate change as well as presenting a clear roadmap for reducing emissions, enhancing resilience and protection natural resources across the District. The report provided a summary of the CSAP, how it was structured around five Climate Impact Areas and the implementation and monitoring planned.

Councillor J C Stilts, as Chairperson of the Net Zero Working Group reminded Members that that the Council had previously received a report advising that its policy to meet net zero by 2030 was not attainable and following this the Council had agreed to extend the deadline. The CSAP would set the Council's policy in line with this change and the recently agreed Corporate Plan.

The Chairperson moved the recommendation set out in the report and this was duly seconded.

In response to a comment regarding the forward of the CSAP being incomplete and minor formatting changes, Councillor Stilts advised that this would be taken back to the next meeting of the Net Zero Working Group to make amendments.

Councillor K M H Lagan referred to the excellent piece of work and requested that the Committee's thanks be passed to the Officers involved in the revised CSAP.

The Chairperson put the recommendation, adding that this was subject to a final review by the Net Zero Working Group. This was duly agreed.

RESOLVED that the revised 'Our Home, Our Future' Climate Strategy and Action Plan 2025 – 2028, including the projects set out in the Climate Action Plan be approved for publication, subject to a final review by the Net Zero Working Group.

287. LEASE EXTENSION - SPRINGFIELD BUSINESS PARK

The Committee considered the report of the Lead Legal Specialist requesting an extension to a lease for a business unit at Unit 8, Springfield Business Park, Burnham-on-Crouch. The report also sought delegated authority to allow extensions for any other units on the Business Park.

The report provided background information relating to the leases for units on Springfield Road Business Park, the majority of which were leased between 1973 and 1974 for a term of 85 years.

The Lead Legal Specialist presented the report and advised that the Council had received a request from a leaseholder to extend their lease by 66 years, effectively making it a 99-year lease. It was noted that if the request was approved officers were recommending that a new rental figure was carried out to allow the new agreement to begin at a current market value.

Members were advised that the report also sought delegation to allow further such applications to be dealt with in a similar way and how this would improve customer service to the remaining tenants who may also wish to extend their leases.

The Chairperson moved the recommendations as set out in the report and these were duly seconded.

In response to a question, the Lead Legal Specialist advised that because the leases were not contracted out of the Landlord and Tenant Act 1954 tenant had an automatic right to renew their agreements when they expired in 2058. In relation to the changes that would come in with Local Government Reorganisation any such leases would novate over to the new authority automatically.

The Chairperson then put the recommendations which were duly agreed.

RESOLVED

- (i) That the Council agrees for the current lease for Unit 8, Springfield Business Park, Burnham-on-Crouch to be extended for an additional 66 years making the total lease length of 99 years;
- (ii) That the Assistant Director of Customer Services and Operations be given delegated authority in consultation with the Chairperson of the Strategy and Resources Committee to agree extensions to any other lease of any unit within the Springfield Business Park with less than 40 years remaining to increase the lease term to a maximum of 99 years;
- (iii) That the Assistant Director - Customer Services and Operations be given authority to agree the annual rent figure for the leases in recommendations (i) and (ii) in line with a current market valuation with a ten-year rent review;
- (iv) that all leases which are extended in line with the delegation set out at (ii) above are reported to the Strategy and Resources Committee.

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

There was none.

289. EXCLUSION OF THE PUBLIC AND PRESS

RESOLVED that under Section 100A (4) of the Local Government Act 1972 the public be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in Paragraphs 1, 3 and 5 of Part 1 of Schedule 12A to the Act, and that this satisfies the public interest test.

290. LEGAL ACTION

The Committee considered the report of the Lead Legal Specialist advising Members of current legal action taken against the Council.

The Lead Legal Specialist presented the report and outlined details of the claim made against the Council for compensation under the Town and Country Planning Act 1990 and Town and Country planning (Tree preservation) (England) Regulations 2012. The Officer provided an update on draft directions received from the land tribunal since publication of the report and what the implications of these were.

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

During the debate that followed the Lead Legal Officer and Chief Executive provided further information and advice to Members.

The Chairperson then put the recommendations set out in the report which were duly agreed.

RESOLVED

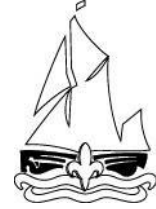
- (i) That the Council continues to defend the Claim against the Council;

- (ii) That the Assistant Director - Planning and Implementation in consultation with a legal advisor be authorised to respond to all legal representations, any directions of the Court and any other ancillary legal matters relating to this claim;
- (iii) That the Assistant Director - Planning and Implementation in consultation with the Chairperson of the Strategy and Resources Committee and a legal advisor, regularly review the legal case and be granted delegated authority to settle the claim should it be expedient to do so.

There being no other items of business the Chairperson closed the meeting at 8.41 pm.

J DRIVER
CHAIRPERSON

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REPORT of DIRECTOR OF FINANCE

**to
STRATEGY AND RESOURCES COMMITTEE
20 NOVEMBER 2025**

HALF YEARLY TREASURY MANAGEMENT UPDATE

1. PURPOSE OF THE REPORT

- 1.1 To report on the Council's investment activity for the first half of 2025 / 26 in accordance with the Chartered Institute of Public Finance and Accountancy Treasury Management Code (CIPFA's TM Code) and the Council's Treasury Management Policy and Treasury Management Practices (TMPs).

2. RECOMMENDATION

That Members note the Treasury Management report for compliance purposes.

3. SUMMARY OF KEY ISSUES

3.1 Overview

- 3.1.1 The Council has adopted the Chartered Institute of Public Finance and Accountancy's Treasury Management in the Public Services: Code of Practice (the CIPFA Code) which requires that authorities report on the performance of the treasury management function at least twice yearly (mid-year and at year end).
- 3.1.2 The Council's Treasury Management Strategy for 2025 / 26 was presented to the Strategy and Resources Committee on 25 January 2024 and subsequently approved by the Council on 15 February 2024.
- 3.1.3 During 2025 / 26, the Council has had an average of £22.0m invested and is therefore exposed to financial risks, including the loss of invested funds and the revenue effect of changing interest rates. This report covers treasury activity and the associated monitoring and control of risk.

3.2 External Context

- 3.2.1 The Council currently engages LINK group to provide treasury management consultancy and advice services. Attached at **APPENDIX 1** is information prepared by LINK group providing an overview of the external economic environment.

3.3 Local context

- 3.3.1 Although the Council is currently debt-free, it has acquired new waste vehicles for the Waste Contract and will invest in its leisure centres under a new Leisure Contract. These investments are funded through internal borrowing.

- 3.3.2 As a result, invested balances will, over time, decrease because capital receipts and internal borrowing will be used to finance capital expenditure. In addition, reserves may be used to cover any future budget gaps.

3.4 Investment Activity (April 2025 – September 2026)

- 3.4.1 Both the CIPFA Code and government guidance require the Council to invest its funds prudently, prioritising the security and liquidity of its treasury investments before seeking the best possible return. The Council aims to balance risk and return, minimising the chances of losses from defaults and avoiding excessively low investment returns.
- 3.4.2 The Council holds significant invested funds, which include income received in advance of expenditure, as well as balances and reserves. From April to September 2025, the Council's investments increased by £5.0m. This increase is due to receiving Grants, Council Tax, and National Non-Domestic Rates (NNDR) before paying them out. As a result, the total investments held on 30 September 2024 amounted to £24.1m, broken down as follows:

Table 1 – Invested Funds

	Balance at 01/04/2024 £000s	Movement £000s	Balance at 30/09/2024 £000s	Average Credit Risk Score	Counter- party limit	Sector limit
Short term Investments:						
Banks and Building societies	6,159	(1,489)	4,670	5.5	Operational £3m, Investing £2m	Unlimited (Banks) / £5m (Building Societies)
Money Market Funds	8,000	(1,000)	7,000	1.0	£5m	£20m
Debt Management Account Deposit Facility	0	7,500	7,500	4.0	Unlimited	Not applicable (N/A)
Long Term Investments	5,000	0	5,000	N/A	£5m	£12m
TOTAL	19,159	7,011	24,170	Ave. 3.19		

- 3.4.3 The Council's £5m in externally managed pooled and property funds have generated a total return of £0.97m so far in 2025/26. These funds do not have a defined maturity date but can be withdrawn after a notice period. Their performance and suitability in meeting the Council's investment objectives are regularly reviewed.
- 3.4.4 Strategic fund investments are made with the understanding that capital values will fluctuate. However, there is confidence that over a three to five-year period, total returns will exceed cash interest rates. Given their performance over the medium to long term and the Council's latest cash flow forecasts, investment in these funds has been maintained.

3.5 Performance – Budgeted Income and Outturn

- 3.5.1 Below are the average rates of return obtained from the Authority's investments:
- Short-term investments (including Local Authorities) – 4.1%
 - Investments in the Ninety One (Investec) Diversified Income Fund – 3.4%
 - Investment in the CCLA (Churches, Charities and Local Authorities) – Lamit Property Fund – 4.2%

3.5.2 The average return mentioned above is 3.9%, which is slightly higher than the 4.0% assumed in the 2025/26 Budget Setting Report. However, interest rates have been rising during this period, and it is forecasted that the average interest rates will exceed 4.0% over the entire financial year.

3.5.3 The Authority's budgeted investment income for the year was set at £0.66m. Projected income for the year is currently £1.088m. This increase is due to the later fall in interest rates this year than anticipated, despite average cash balances held having been slightly lower than estimated.

3.6 **Outlook for the remainder of 2025 / 26**

3.6.1 Interest rate forecasts provided by Link Group are detailed at **APPENDIX 2**.

3.7 **Compliance with Prudential Indicators and Treasury Management Strategy**

3.7.1 The Prudential Indicators for 2025 / 26, which were set on 15 February 2024 as part of the Treasury Management Strategy Statement shown at **Table 1** above have been complied with to date, except for some brief breached bank limits that occurred on the Council's current account, disclosed below.

Table 2 – Counterparty Limit Breaches

No counterparty breaches during the first half of the year.

3.7.2 The Section 151 Officer reports that all treasury management activities carried out during the reviewed half-year fully complied with the CIPFA Code of Practice and the Authority's approved Treasury Management Strategy, except for the items mentioned above. The Council's Treasury Management Prudential Indicators are detailed at **APPENDIX 3**.

4. CONCLUSION

4.1 In compliance with the CIPFA Code of Practice, this report provides Members with a summary of treasury management activity during the first half of 2025 / 26. As indicated in this report, only one prudential indicator was briefly breached. A prudent approach has been taken in investment activities, prioritising security and liquidity over yield.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2023 - 2027

5.1 Smarter finances

5.1.1 The Council will aim to achieve the optimum return (yield) on its investments commensurate with proper levels of security and liquidity and with the Council's risk appetite. In the current economic climate, it is considered appropriate to keep investments short term to cover cash flow needs, but also to seek out value available in periods up to 12 months with high credit quality financial institutions, referring to the Link suggested creditworthiness approach, including a minimum sovereign credit rating.

6. IMPLICATIONS

- (i) **Impact on Customers** – None identified.
- (ii) **Impact on Equalities** – None identified.
- (iii) **Impact on Risk (including Fraud implications)** – None identified.
- (iv) **Impact on Resources (financial)** – Income is projected to exceed the Council's budgeted figure (£664,300) by c£300 in 2025 / 26.
- (v) **Impact on Resources (human)** – None identified.
- (vi) **Impact on Devolution / Local Government Reorganisation** – None.

Background Papers: None.

Enquiries to: Tom Mulloy, Interim Lead Finance Specialist.

2025/26 HALF YEARLY TREASURY MANAGEMENT UPDATE

External Context (Prepared by Link Group)

1. Economics and Interest Rates

1.1 Economics Update

- The first half of 2025/26 saw:
 - a 0.3% pick up in GDP (Gross Domestic Product) for the period April to June 2025. More recently, the economy flatlined in July, with higher taxes for businesses restraining growth.
 - the 3m/yy rate of average earnings growth excluding bonuses has fallen from 5.5% to 4.8% in July.
 - CPI (Consumer Price Index) inflation has ebbed and flowed but finished September at 3.8%, whilst core inflation eased to 3.6%.
 - the Bank of England cut interest rates from 4.50% to 4.25% in May, and then to 4% in August.
 - the 10-year gilt yield fluctuated between 4.4% and 4.8%, ending the half year at 4.70%.
- From a GDP perspective, the financial year got off to a bumpy start with the 0.3% m/m fall in real GDP in April as front-running of US tariffs in Q1 (when GDP grew 0.7% on the quarter) weighed on activity. Despite the underlying reasons for the drop, it was still the first fall since October 2024 and the largest fall since October 2023. However, the economy surprised to the upside in May and June so that quarterly growth ended up 0.3% q/q. Nonetheless, the 0.0% m/m change in real GDP in July will have caused some concern, with the hikes in taxes for businesses that took place in April this year undoubtedly playing a part in restraining growth. The weak overseas environment is also likely to have contributed to the 1.3% m/m fall in manufacturing output in July. That was the second large fall in three months and left the 3m/3m rate at a 20-month low of -1.1%. The 0.1% m/m rise in services output kept its 3m/3m rate at 0.4%, supported by stronger output in the health and arts/entertainment sectors. Looking ahead, ongoing speculation about further tax rises in the Autumn Budget on 26 November will remain a drag on GDP growth for a while yet. GDP growth for 2025 is forecast by Capital Economics to be 1.3%.
- Sticking with future economic sentiment, the composite Purchasing Manager Index (PMI) for the UK fell from 53.5 in August to 51.0 in September. The decline was mostly driven by a fall in the services PMI, which declined from 54.2 to 51.9. The manufacturing PMI output balance also fell, from 49.3 to 45.4. That was due to both weak overseas demand (the new exports orders balance fell for the fourth month in a row) and the cyber-attack-induced shutdown at Jaguar Land Rover since 1 September reducing car production across the automotive supply chain. The PMIs suggest tepid growth is the best that can be expected when the Q3 GDP numbers are released.

- Turning to retail sales, and the 0.5% m/m rise in volumes in August was the third such rise in a row and was driven by gains in all the major categories except fuel sales, which fell by 2.0% m/m. Sales may have been supported by the warmer-than-usual weather. If sales were just flat in September, then in Q3 sales volumes would be up 0.7% q/q compared to the 0.2% q/q gain in Q2.
- With the November Budget edging nearer, the public finances position looks weak. Public net sector borrowing of £18.0bn in August means that after five months of the financial year, borrowing is already £11.4bn higher than the OBR (Office for Budget Responsibility) forecast at the Spring Statement in March. The overshoot in the Chancellor's chosen fiscal mandate of the current budget is even greater with a cumulative deficit of £15.3bn. All this was due to both current receipts in August being lower than the OBR forecast (by £1.8bn) and current expenditure being higher (by £1.0bn). Over the first five months of the financial year, current receipts have fallen short by a total of £6.1bn (partly due to lower-than-expected self-assessment income tax) and current expenditure has overshot by a total of £3.7bn (partly due to social benefits and departmental spending). Furthermore, what very much matters now is the OBR forecasts and their impact on the current budget in 2029/30, which is when the Chancellor's fiscal mandate bites. As a general guide, Capital Economics forecasts a deficit of about £18bn, meaning the Chancellor will have to raise £28bn, mostly through higher taxes, if she wants to keep her buffer against her rule of £10bn.
- The weakening in the jobs market looked clear in the spring. May's 109,000 m/m fall in the PAYE measure of employment was the largest decline (barring the pandemic) since the data began and the seventh in as many months. The monthly change was revised lower in five of the previous seven months too, with April's 33,000 fall revised down to a 55,000 drop. More recently, however, the monthly change was revised higher in seven of the previous nine months by a total of 22,000. So instead of falling by 165,000 in total since October, payroll employment is now thought to have declined by a smaller 153,000. Even so, payroll employment has still fallen in nine of the ten months since the Chancellor announced the rises in National Insurance Contributions (NICs) for employers and the minimum wage in the October Budget. The number of job vacancies in the three months to August stood at 728,000. Vacancies have now fallen by approximately 47% since its peak in April 2022. All this suggests the labour market continues to loosen, albeit at a declining pace.
- A looser labour market is driving softer wage pressures. The 3m/yy rate of average earnings growth excluding bonuses has fallen from 5.5% in April to 4.8% in July. The rate for the private sector slipped from 5.5% to 4.7%, putting it on track to be in line with the Bank of England's Q3 forecast (4.6% for September).
- CPI inflation fell slightly from 3.5% in April to 3.4% in May, and services inflation dropped from 5.4% to 4.7%, whilst core inflation also softened from 3.8% to 3.5%. More recently, though, inflation pressures have resurfaced, although the recent upward march in CPI inflation did pause for breath in August, with CPI inflation staying at 3.8%. Core inflation eased once more too, from 3.8% to 3.6%, and services inflation dipped from 5.0% to 4.7%. So, we finish the half year in a similar position to where we started, although

with food inflation rising to an 18-month high of 5.1% and households' expectations for inflation standing at a six year high, a further loosening in the labour market and weaker wage growth may be a requisite to UK inflation coming in below 2.0% by 2027.

- An ever-present issue throughout the past six months has been the pressure being exerted on medium and longer dated gilt yields. The yield on the 10-year gilt moved sideways in the second quarter of 2025, rising from 4.4% in early April to 4.8% in mid-April following wider global bond market volatility stemming from the “Liberation Day” tariff announcement, and then easing back as trade tensions began to de-escalate. By the end of April, the 10-year gilt yield had returned to 4.4%. In May, concerns about stickier inflation and shifting expectations about the path for interest rates led to another rise, with the 10-year gilt yield fluctuating between 4.6% and 4.75% for most of May. Thereafter, as trade tensions continued to ease and markets increasingly began to price in looser monetary policy, the 10-year yield edged lower, and ended Q2 at 4.50%.
- More recently, the yield on the 10-year gilt rose from 4.46% to 4.60% in early July as rolled-back spending cuts and uncertainty over Chancellor Reeves' future raised fiscal concerns. Although the spike proved short lived, it highlighted the UK's fragile fiscal position. In an era of high debt, high interest rates and low GDP growth, the markets are now more sensitive to fiscal risks than before the pandemic. During August, long-dated gilts underwent a particularly pronounced sell-off, climbing 22 basis points and reaching a 27-year high of 5.6% by the end of the month. While yields have since eased back, the market sell-off was driven by investor concerns over growing supply-demand imbalances, stemming from unease over the lack of fiscal consolidation and reduced demand from traditional long-dated bond purchasers like pension funds. For 10-year gilts, by late September, sticky inflation, resilient activity data and a hawkish Bank of England have kept yields elevated over 4.70%.
- The FTSE (Financial Times Stock Exchange) 100 fell sharply following the “Liberation Day” tariff announcement, dropping by more than 10% in the first week of April - from 8,634 on 1 April to 7,702 on 7 April. However, the de-escalation of the trade war coupled with strong corporate earnings led to a rapid rebound starting in late April. As a result, the FTSE 100 closed Q2 at 8,761, around 2% higher than its value at the end of Q1 and more than 7% above its level at the start of 2025. Since then, the FTSE 100 has enjoyed a further 4% rise in July, its strongest monthly gain since January and outperforming the S&P 500. Strong corporate earnings and progress in trade talks (US-EU, UK-India) lifted share prices and the index hit a record 9,321 in mid-August, driven by hopes of peace in Ukraine and dovish signals from Fed Chair Powell. September proved more volatile and the FTSE 100 closed Q3 at 9,350, 7% higher than at the end of Q1 and 14% higher since the start of 2025. Future performance will likely be impacted by the extent to which investors' global risk appetite remains intact, Fed rate cuts, resilience in the US economy, and AI optimism. A weaker pound will also boost the index as it inflates overseas earnings.

MPC meetings: 8 May, 19 June, 7 August, 18 September 2025

- There were four Monetary Policy Committee (MPC) meetings in the first half of the financial year. In May, the Committee cut Bank Rate from 4.50% to 4.25%, while in June policy was left unchanged. In June's vote, three MPC members (Dhingra, Ramsden and Taylor) voted for an immediate cut to 4.00%, citing loosening labour market conditions. The other six members were more cautious, as they highlighted the need to monitor for "signs of weak demand", "supply-side constraints" and higher "inflation expectations", mainly from rising food prices. By repeating the well-used phrase "gradual and careful", the MPC continued to suggest that rates would be reduced further.
- In August, a further rate cut was implemented. However, a 5-4 split vote for a rate cut to 4% laid bare the different views within the Monetary Policy Committee, with the accompanying commentary noting the decision was "finely balanced" and reiterating that future rate cuts would be undertaken "gradually and carefully". Ultimately, Governor Bailey was the casting vote for a rate cut but with the CPI measure of inflation expected to reach at least 4% later this year, the MPC will be wary of making any further rate cuts until inflation begins its slow downwards trajectory back towards 2%.
- The Bank of England does not anticipate CPI getting to 2% until early 2027, and with wages still rising by just below 5%, it was no surprise that the September meeting saw the MPC vote 7-2 for keeping rates at 4% (Dhingra and Taylor voted for a further 25bps reduction).
- The Bank also took the opportunity to announce that they would only shrink its balance sheet by £70bn over the next 12 months, rather than £100bn. The repetition of the phrase that "a gradual and careful" approach to rate cuts is appropriate suggests the Bank still thinks interest rates will fall further but possibly not until February, which aligns with both our own view and that of the prevailing market sentiment.

3.2 Interest Rate Forecasts

The Authority has appointed MUFG Corporate Markets as its treasury advisors and part of their service is to assist the Authority to formulate a view on interest rates. The PWLB rate forecasts below are based on the Certainty Rate (the standard rate minus 20bps) which has been accessible to most authorities since 1 November 2012.

MUFG Corporate Markets' latest forecast on 11 August sets out a view that short, medium and long-dated interest rates will fall back over the next year or two, although there are upside risks in respect of the stickiness of inflation and a continuing tight labour market, as well as the size of gilt issuance.

MUFG Corporate Markets Interest Rate View 11.08.25													
	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26	Mar-27	Jun-27	Sep-27	Dec-27	Mar-28	Jun-28	Sep-28
BANK RATE	4.00	4.00	3.75	3.75	3.50	3.50	3.50	3.50	3.25	3.25	3.25	3.25	3.25
3 month ave earnings	4.00	4.00	3.80	3.80	3.50	3.50	3.50	3.50	3.30	3.30	3.30	3.30	3.30
6 month ave earnings	4.00	3.90	3.70	3.70	3.50	3.50	3.50	3.50	3.30	3.30	3.40	3.40	3.40
12 month ave earnings	4.00	3.90	3.70	3.70	3.50	3.50	3.50	3.50	3.30	3.40	3.50	3.60	3.60
5 yr PWLB	4.80	4.70	4.50	4.40	4.30	4.30	4.30	4.20	4.20	4.20	4.20	4.10	4.10
10 yr PWLB	5.30	5.20	5.00	4.90	4.80	4.80	4.80	4.70	4.70	4.70	4.70	4.60	4.60
25 yr PWLB	6.10	5.90	5.70	5.70	5.50	5.50	5.50	5.40	5.40	5.30	5.30	5.30	5.20
50 yr PWLB	5.80	5.60	5.40	5.40	5.30	5.30	5.30	5.20	5.20	5.10	5.10	5.00	5.00

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2025 / 26 HALF YEARLY TREASURY MANAGEMENT UPDATE

Compliance with Prudential Indicators

(a) Estimates of Capital Expenditure

The Council's planned capital expenditure and financing may be summarised as follows.

Capital Expenditure and Financing	2025 / 26 Estimate £000	2026 / 27 Estimate £000	2027 / 28 Estimate £000
Total Expenditure*	4,686	1,711	586
Capital Receipts	(47)	(172)	(47)
Government Grants	(539)	(539)	(539)
Contributions	(100)	0	0
Total Funding	(686)	(711)	(586)
Internal Borrowing	(4,000)	(1,000)	0
Supported borrowing	0	0	0
Unsupported borrowing	0	0	0
Total Financing	(4,000)	(1,000)	0
Total Financing and Funding	(4,686)	(1,711)	(586)

*The table has changed from the capital budget approved 15 February 2024 in that a new Leisure contract may be signed when this report is presented. The contract assumes capital investment of £5.713m over the next 3-years. This will be funded from internal borrowing. i.e. temporarily utilising the Council's treasury investments. The resulting loss of investment income is estimated at £185k pa (per annum) based on Link's current projected interest rates of c.3.25% (**APPENDIX 1**).

The above table also shows that the capital expenditure plans of the council can be funded entirely from sources other than external borrowing.

(b) Operational Boundary for External Debt and Authorised Limit for External Debt

The Council currently has no need of external borrowing.

(c) Incremental Impact of Capital Investment Decisions

This is an indicator of affordability that shows the impact of capital investment decisions on Council Tax. The incremental impact is calculated by comparing the total revenue budget requirement of the current approved capital programme with an equivalent calculation of the revenue budget requirement arising from the proposed capital programme.

Incremental Impact of Capital Investment Decisions	2024/25 Estimate £	2025/26 Estimate £	2026/27 Estimate £
Increase in Band D Council Tax per dwelling	7.01	6.90	6.87

The impact on Band D Council Tax is shown above as the Capital Programme is now not fully financed by Capital Receipts and Government Grants but also from internal borrowing. However, it must be noted that the above figures are offset by increased Leisure revenue income as the service provider will not have vehicle capital costs to pass onto the Council.

(d) **Treasury Management Indicators**

The Council measures and manages its exposures to treasury management risks using the following indicators.

Security

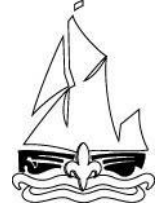
The Council has adopted a voluntary measure of its exposure to credit risk by monitoring the value-weighted average credit score of its investment portfolio. This is calculated by applying a score to each investment (AAA=1, AA+=2, etc.) and taking the arithmetic average, weighted by the size of each investment.

	Target	Actual
Portfolio average credit score	6.0	3.19 (AA)

Liquidity

The Council has adopted a voluntary measure of its exposure to liquidity risk by monitoring the amount of cash available to meet unexpected payments within a rolling three-month period, without additional borrowing.

	Target	Actual
Total cash available within 3 months	£3m	£17.0m



REPORT of DIRECTOR OF FINANCE

to
STRATEGY AND RESOURCES COMMITTEE
20 NOVEMBER 2025

RURAL SETTLEMENT LIST 2026 / 27

1. PURPOSE OF THE REPORT

- 1.1 To propose a Rural Settlement List for the financial year 2026 / 27, to determine and award Rural Rate Relief to eligible businesses.

2. RECOMMENDATION

That the Rural Settlement list attached as **APPENDIX A**, be approved.

3. SUMMARY OF KEY ISSUES

- 3.1 Section 42 of the Local Government Act 1988, as amended, places an obligation on local authorities to publish a Rural Settlement List each financial year for the purpose of determining the eligibility for Mandatory Rural Rate Relief for businesses in the District.
- 3.2 Rural rate relief can be claimed by eligible businesses (e.g. where it is the only post office or pub in a rural settlement), provided the population of the rural settlement is below 3,000 residents.
- 3.3 It is necessary to review and refresh this policy annually.
- 3.4 No changes are proposed to the list approved for 2025 / 26.

4. CONCLUSION

- 4.1 Members are asked to approve the Rural Settlement List for 2026 / 27 set out in **APPENDIX A**.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028

5.1 Delivering good quality services

- 5.1.1 A rural Settlement List enables the award of mandatory business rate relief to rural businesses.

6. IMPLICATIONS

- (i) **Impact on Customers** – The granting of Rural Rate Relief to eligible businesses within the Rural Settlements enhances the work of the Council and ties in with Corporate objectives.
- (ii) **Impact on Equalities** – None.
- (iii) **Impact on Risk (including Fraud implications)** – ??
- (iv) **Impact on Resources (financial)** – Without a rural settlement list the cost of any rural relief could fall on the Council.
- (v) **Impact on Resources (human)** – None.
- (vi) **Impact on Devolution / Local Government Reorganisation** – None.

Background Papers: None.

Enquiries to: Ben Jay, Director of Finance

Maldon District Council
Rural Settlement List 2026

The following have been designated as Rural Settlement Areas under Section 47 of the Local Government Finance Act 1988:

ALTHORNE – NORTH
ALTHORNE – SOUTH
ASHELDHAM
BRADWELL-ON-SEA
BRADWELL WATERSIDE
COLD NORTON
DENGIE
GOLDHANGER
GREAT BRAXTED
GREAT TOTHAM – NORTH
GREAT TOTHAM -SOUTH
HAZELEIGH
HEYBRIDGE BASIN
LANGFORD
LATCHINGDON
LITTLE BRAXTED
LITTLE TOTHAM
MUNDON
NORTH FAMBRIDGE -NORTH
NORTH FAMBRIDGE -SOUTH
PURLEIGH
ST. LAWRENCE
STEEPLE
STOW MARIES
TILLINGHAM
TOLLESBURY
TOLLESHUNT D'ARCY
TOLLESHUNT KNIGHTS
TOLLESHUNT MAJOR
ULTING
WICKHAM BISHOPS
WOODHAM MORTIMER
WOODHAM WALTER

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REPORT of DIRECTOR OF FINANCE

to
STRATEGY AND RESOURCES COMMITTEE
20 NOVEMBER 2025

BUDGET MONITORING REPORT – QUARTER 2

1. PURPOSE OF THE REPORT

- 1.1 To provide Members of the Committee with an updated financial position for the Council for the period ended 30 September 2025 (Period 6 / Quarter 2).
- 1.2 This matter is brought forward for consideration with the agreement of the Chairman so that the Council has clarity on the available funding for 2025 / 26 to be able to carry out its operations in a timely manner.

2. RECOMMENDATIONS

That the Committee:

- (i) notes the forecast revenue outturn as at 30 September 2025 is £67k under budget (0.5%) against the net service budget of £13,787k. Further information can be found at **APPENDIX 1** along with reasons for significant variances.
- (ii) notes that additional interest income (£231k) is forecast due to delayed capital expenditure. As a result, the surplus will be transferred to the earmarked reserve.
- (iii) considers the forecast capital outturn as at 30 September 2025 which is for a total capital programme delivery of £5,234k against revised budget of £6,550k. Further information can be found at **APPENDIX 2** along with reasons for significant variances.
- (iv) approves the virements and budget amendments as set out in **APPENDIX 3**;
- (v) approves the movements in Earmarked Reserves set out in **APPENDIX 4**;
- (vi) notes the revenue budget reconciliation in **APPENDIX 5**.

3. KEY ISSUES

- 3.1 The Quarter 2 Budget Monitoring report provides financial forecast for the Council for the full year ending 31 March 2026 including revenue and capital forecasts and the impact of those on retained reserves (general and earmarked). It shows performance closely aligned to budget which demonstrates good financial management in operational areas.

3.2 Director and Directorate structure

- 3.2.1 The new Senior Officer structure with five directors was implemented from 13 October 2025, which is after the period of this report. The report therefore retains the budget accountability previous structure. The reporting structure will be updated from 1 November 2025 and will be reflected in reports from Period 7 (P7) onwards. This report is therefore able to confirm the position handed over to the new senior team, which this report confirms as a positive position.

3.3 Revenue Budget Monitoring – Quarter 2

- 3.3.1 The forecast for the revenue budget projects an underspend of £337k against the 2025/26 budget. There has been some surplus arising from increased interest income along with better than expected receipts from the planning team. Further detail is included in **APPENDIX 1**.

3.4 Capital budget Monitoring – Quarter 2

- 3.4.1 The forecast for the capital budget projects an underspend of £1,316k against the revised 2025/26 Capital programme of £6,550k. The main project details can be found at **APPENDIX 2**.

3.5 Reserves

- 3.5.1 The Council holds a number of earmarked reserves (provisions) for specific purposes and the General Fund Balance as a general unallocated amount.
- 3.5.2 At the start of the year earmarked reserves amounted to £6.6m and the general reserves were £8.6m. Further to some decisions to allocate reserves and the proposed transfer of additional revenue grants received in Q2 to an earmarked reserve, the current position shows earmarked reserves as £5.7m, and general reserves £8.8m – a total of £14.5m. Within the General Fund Balance a ‘core’ reserve of £2.3m is retained as a funding source ‘of last resort’.
- 3.5.3 Movements on these reserves for the year 2025 / 26 are detailed at **APPENDIX 4**.

4. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028

4.1 Delivering good quality services.

- 4.1.1 Regular reporting and monitoring of the Council’s financial position is a key control in ensuring the Council makes the best use of its resources and is able to make informed decisions to support our residents.

5. IMPLICATIONS

- (i) **Impact on Customers** – None directly.
- (ii) **Impact on Equalities** – None directly.
- (iii) **Impact on Risk (including Fraud implications)** – None directly.
- (iv) **Impact on Resources (financial)** – The subject of the report.

- (v) **Impact on Resources (human)** – None directly.
- (vi) **Impact on Devolution / Local Government Reorganisation** – The financial position of the council will be scrutinised in advance of reorganisation as part of planning for LGR delivery. This report is written with that scrutiny in mind.

Background Papers: None.

Enquiries to: Ben Jay, Chief Finance Officer.

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REVENUE FORECAST

Maldon District Council - Period 6		Revised Budget	Actuals	Forecast	(Under) /
		£'000s	P6	Year end	Overspend
Directorate	Sub-Directorate Level	£'000s	£'000s	£'000s	£'000s
Service Delivery					
	Service Delivery	251	7	255	4
	Assistant Director (AD) - Customer Services & Operations	1,766	4,426	1,924	158
	AD - Place & Community	4,624	519	4,601	(23)
	AD - Planning & Implementation	1,415	299	1,239	(176)
Strategy & Resources					
	Chief Executive	732	253	668	(64)
	Finance	1,039	(33)	1,062	23
	AD - Resources	2,739	2,834	2,695	(44)
	AD - Programmes, Performance and Governance	712	159	709	(3)
	AD - Strategy, Partnerships and Communications	677	(285)	676	(1)
Corporate					
	MRP	496	0	496	0
	Investment Income	(664)	(373)	(895)	(231)
Total Service Net Expenditure		13,787	7,805	13,430	(357)
Funded by:					
	Government Grants	(1,703)	(325)	(1,844)	(141)
	Council Tax	(6,275)	0	(6,275)	0
	Business Rates	(4,693)	1,864	(4,693)	0
	Transfer (from) / to Earmarked Reserve	(871)	0	(871)	0
	Transfer (from) / to General Fund	(245)	0	186	431
Total Funding		(13,787)	1,539	(13,497)	290
Net Total Expenditure		(0)	9,344	(67)	(67)

REVENUE FORECAST

Explanation for the revenue budget variances are set out below:

Note 1 –Significant income from car parking (£60k). Revenue and benefits salary costs £182k to be funded from earmarked reserves and £59k additional cost of Parks salaries.

Note 2 – Additional income from land charges (£10k), and underspend on salaried roles (£60k). Also, further income (£13k) from pre-application enquiries along with lower costs of garden waste recycling (£89k).

Note 3 – Due to revised capital investment profile during the year, the forecast for the interest income is forecast to be higher with the surplus going to the General Fund Balance.

CAPITAL FORECAST

Project Title	Original Budget £'000s	B/F from Prior Years £'000s	In-Year Changes £'000s	Revised Budget £'000s	Actuals YTD £'000s	Capital Forecast Outturn £'000s	Forecast Variance £'000s	Notes
Leisure centres	4,000	0	17	4,017	20	2,620	-1,397	1
Maldon Promenade	198	738	50	985	77	1002	17	
Housing	539			539	315	539	0	
Playsites	265	0	60	325	0	325	0	
Riverside Park		186		186	193	193	7	
Vehicle & Plant Replacement	163	0	4	166	38	182	16	
Car Parking	0	158	0	158	0	195	37	2
I.T	47			47	0	47	0	
Other Parks & Open Spaces		45		45		45	0	
REPF (Rural England Prosperity Fund)	0	0	36	36	0	36	0	
Community Centres		26		26	25	25	-1	
UKSPF (UK Shared Prosperity Fund)			20	20	20	20	0	
Rivers				0	3	3	3	
Waste				0	2	2	2	
Total	5,212	1,153	187	6,550	693	5,234	-1,316	

Explanation for variances:

Note 1 – The £4m budget is a loan facility allocated for 2025/26 estimated with no known start date for the works at the time of budget setting. £2.6m is now expected to be spent at the end of the 25/26 financial year now that works have commenced on phase 1 of the project (start date 18/08/25). The remaining loan drawdown to Places Leisure of £3.2m (£5.8m in total) is expected in the 2026/27 financial year.

Note 2 - The original project bid was approved in 22/23, delays have meant that the material and labour costs have increased, funding is available using the South Essex Parking Partnership (SEPP) income we received.

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VIREMENTS AND BUDGET AMENDMENTS

CAPITAL VIREMENTS			
From	To	Description	Amount (£)
New Leisure Centre Facilities	Car Park resurfacing Butt Lane / White Horse car parks	A variance of £32k is forecast for the project due to the increase in costs and procurement delays.	32,000
New Leisure Centre Facilities	Amphitheatre	A variance of £12k is forecast for the project due to the additional health and safety works required.	12,000
New Leisure Centre Facilities	Blackwater Leisure Centre roof safety systems	A variance of £3k is forecast for the project due to the additional health and safety works to cover more area of the roof.	3,000
New Leisure Centre Facilities	Riverside Park Skate park and Equipment	A variance of £7k has been incurred due the additional curb stones required to complete the project.	7,000

REVENUE VIREMENTS			
From	To	Description	Amount (£)
Transformation Reserve	Cemetery Equipment	To implement a digital solution for the Councils Cemeteries service, burial records and maps for plotting graves. The project costs include both the software, implementation and project resource costs	70,000

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RESERVES

Reserve Type	Purpose	Balance 31/03/2025 £'000s	Original Budget	Rev. Comm.	June S&R	July S&R	Oct. S&R	Nov. S&R	Net Change	Balance 31/03/2026 £'000s
Contingency	Council Tax and Business Rates equalisation	(2,930)							0	(2,930)
Contingency	Insurance liability	(51)							0	(51)
Contingency	Repairs & Renewals Fund	(162)							0	(162)
Contingency	Local Government (LG) Reorganisation	(500)			5	25	184		214	(286)
Contingency Sub-Total	Money set aside to provide funds for unplanned spends and to act as buffer.	(3,643)	0	0	5	25	184	0	214	(3,429)
Grant	Community Housing Fund Grant	(93)								(93)
Grant	Domestic Abuse Grant	(84)								(84)
Grant	Homeless Reduction Act Grant	(57)								(57)
Grant	Revenues & Benefits	(468)								(468)
Grant	Sports Development	(31)								(31)
Grant Sub-Total	Grants to fund certain services	(733)	0	0	0	0	0	0	0	(732)
Service Delivery	Community Infrastructure Levy (CIL) and Local Development Plan (LDP) review	(506)				233			233	(273)
Service Delivery	Community Safety	(75)								(75)
Service Delivery	Corporate Delivery	(125)								(125)
Service Delivery	Economic Development	(30)				20			20	(10)
Service Delivery	Electoral Registration	(121)								(121)
Service Delivery	Heritage Projects	(8)								(8)
Service Delivery	Neighbourhood Plan Applications	(29)								(29)
Service Delivery	Triennial Pensions Payment	(240)								(240)
Service Delivery	Revenue Budget Commitments	(132)		132					132	0
Service Delivery	Transformation	(928)			12	187			199	(729)
Service Delivery Sub-Total	Service specific funds	(2,194)	73	132	12	440	0	0	657	(1,537)
Total Earmarked Reserves		(6,570)	73	132	17	465	184	0	871	(5,698)

RESERVES

Funding Reserves	Purpose	Balance 31/03/2025 £'000s	Original Budget	Rev. Comm.	June S&R	July S&R	Oct. S&R	Nov. S&R	Net Change	Balance 31/03/2026 £'000s
General Fund Balance	Unallocated - available for any purpose	(8,636)	0	0	55	119	70	(431)	(187)	(8,823)
Total Funding Reserves		(8,636)	0	0	55	119	70	(431)	(187)	(8,823)
Total Useable Reserves		(15,206)	73	132	72	584	254	(431)	684	(14,522)

RECONCILIATION: REVISED BUDGET TO ORIGINAL BUDGET

Maldon District Council - Budget Reconciliation	Original Budget	Rev. Commit. FY24-25	June S&R	July S&R	Oct. S&R	Revised Budget
	£'000s	£'000s	£'000s	£'000s	£'000s	£'000s
Sub-Directorate Level						
Service Delivery	236			15		251
Chief Executive	353		62	424	(95)	732
Finance	156			778	105	1,039
AD - Resources	4,187	15		(1,495)	19	2,738
AD - Programmes, Performance and Governance	317	5		389		711
AD - Strategy, Partnerships and Communications	44	12	5	552	65	678
AD - Customer Services & Operations	1,504	55	5	62	140	1,766
AD - Place & Community	5,050	45		(471)		4,624
AD - Planning & Implementation	1,233			162	20	1,415
Total Service Net Expenditure	13,080	132	72	416	254	13,954
Funded by:						
Government Grants	(1,703)					(1,703)
Council Tax	(6,275)					(6,275)
Business Rates	(4,365)			(328)		(4,693)
Transfer (from) / to Earmarked Reserve	(73)	(132)	(17)	(465)	(184)	(871)
Transfer (from) / to General Fund	0		(55)	(119)	(70)	(244)
Interest Income	(664)					(664)
MRP	0			496		496
Total Funding	(13,080)	(132)	(72)	(416)	(254)	(13,954)
Net Total Expenditure	0	0	0	0	0	0

KEY:

AD Assistant Director

FY Financial Year

MRP Minimum Revenue Provision

S&R..... Strategy and Resources Committee

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REPORT of DIRECTOR OF FINANCE

to
STRATEGY AND RESOURCES COMMITTEE
20 NOVEMBER 2025

FEES AND CHARGES SCHEDULE 2026 / 27

1. PURPOSE OF THE REPORT

- 1.1 To review the proposed 2026/27 fees and charges set at the discretion of the Council that are forecast to generate greater than £2,000 each.
- 1.2 To note that Fees and Charges which are anticipated to generate less than £2,000 in total are reviewed and set by the Director of Finance under delegated powers.

2. RECOMMENDATION

To the Council:

That the detailed Fees and Charges Schedule for 2026 / 27 as set out in **APPENDIX A** be agreed subject to Council approval of the Fees and Charges Policy.

3. SUMMARY OF KEY ISSUES

- 3.1 The proposed fees and charges for 2026 / 27 are set out in **APPENDIX A** and are based on the Fees and Charges Policy report agreed by this Committee on 2 October 2025; and is awaiting approval by the Council in December.
- 3.2 To assist in identifying and understand the proposed changes, a summary of these is set out at **APPENDIX B**.
- 3.3 The majority of Fees and Charges are proposed to be increased by inflation (set at 3.8% based on the Consumer Price Index as of September 2025).
- 3.4 The following fees have been reduced for 2026/27. Gambling fees: these have been reduced to reflect the statutory maximum chargeable. Cemetery plot choosing fees have been reduced to come in line with other local authority's charges.
- 3.5 Some charges have remained the same, these cover areas such as Anti-social behaviour and Environmental protection charges.
- 3.6 The following charges recommended for an above inflation increase are as follows:
- 3.7 Planning fees for Compliance with condition requests, planning history requests, withdrawing historic enforcement notices and Pre-App sale meeting for listed buildings have been increased above inflation to bring in line with the enforcement notices.

- 3.8 Planning fees for Minor tree advice (tree within a conservation area only) have increased above inflation to match the Tree Preservation Order (TPO) minor tree advice charge.
- 3.9 Events licence fee and street closure applications have increased above inflation, this is due to no increase in charges over previous years.
- 3.10 A new charge has been introduced for Planning Biodiversity Net Gain (BNG) monitoring fees. The fees are for the monitoring of BNG in planning applications and off site BNG sites to ensure that BNG is delivered as approved.
- 3.11 Some fees are proposed to be deleted, these are the Annual fee for recycling for Isolated properties and the Cemetery fee for Saturday service for Ashes.
- 3.12 The proposals for Car Parking charges were taken to Car Parking task and finish group. The group proposed that changes remain the same for 2026/27.

4. IMPACT ON BUDGETS

- 4.1 The income estimated to be generated from these fees and charges is detailed in the table below:

Service Area	2025 / 26 Budget £'000	2025 / 26 Forecast £'000	2025 / 26 Variance £'000	Budgeted Income 2026/27
Off-street Parking (including Prom Car Park)	1,564	1,680	116	1,635
Waste Management	1,059	1,080	21	1,095
Development Control	907	957	50	941
Building Control	182	132	(50)	135
Cemeteries	175	174	(1)	181
Maldon Promenade	125	125	0	130
Land Charges	78	88	10	81
Public Entertainment Licences	72	71	0	74
Parks External works	66	66	0	66
Rivers	46	46	0	47
Hackney Carriages	32	20	(12)	23
Other	42	38	(4)	43
Total	4,348	4,477	129	4,451

- 4.2 The table shows an over achievement of income from fees and charges of £129k expected in 2025 / 26. This is mainly due to increase in car park income 116k (including the prom), Development control 50k Waste management 21k and Land charges 10k. The increases are offset by the reduction in volume of Building Control applications £50k and the reduction in Hackney Carriage applications £12k. Raising fees and charges by the amounts set out at **APPENDIX A** is forecast to generate an

additional £103k income compared to 2025 / 26 budgets if volumes remain the same as this year.

- 4.3 The proposed schedule of 2026/27 Discretionary Fees and Charges has been updated in accordance with the Policy agreed by the Committee in October 2025, which aims to ensure cost recovery on all discretionary services where feasible.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2023 - 2027

5.1 Smarter finances

- 5.1.1 Discretionary Fees and Charges are an important element of the overall of funding available to the Council to deliver its services.

6. IMPLICATIONS

- (i) **Impact on Customers** – This has been considered when setting fees and charges policy. As a general principle discretionary fees and charges should be set to fully recover their costs, to minimise the impact on local council taxpayers in respect of subsidising these services.
- (ii) **Impact on Equalities** – None identified.
- (iii) **Impact on Risk (including Fraud implications)** – The actual income generated from fees and charges is subject to fluctuation due to changes in demand. This risk is managed by factoring potential losses in the calculation of the minimum general fund balance used in the budget setting process.
- (iv) **Impact on Resources (financial)** – Fees and charges are one of the three major sources of funding for the Council; the other two being Council Tax and retained Business Rates. The impact of the changes to fees and charges are being incorporated into the 2026 / 27 budget proposals.
- (v) **Impact on Resources (human)** – None identified.
- (vi) **Impact on Devolution / Local Government Reorganisation** – None.

Background Papers: 2026 / 27 Fees and Charges Policies Report to the Strategy and Resources Committee, 2 October 2025

Enquiries to: Ben Jay, Director of Finance

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PLANNING AND ENVIRONMENTAL SERVICES					
	VAT	Charge	VAT	2026/27	2025/26
		£	£	£	£
ENVIRONMENTAL HEALTH					
ENVIRONMENTAL PROTECTION - Budget Expectation £8,800					
Anti Social Behaviour Act 2003					
Fixed Penalty for Graffiti and Fly Posting S43	No	200.00	-	200.00	200.00
Anti-Social Behaviour Crime and Policing Act 2014					
Failure to comply with a community protection notice	No	100.00	-	100.00	100.00
Failure to comply with a public space protection order (Dog fouling and other dog restrictions)	No	100.00	-	100.00	100.00
Clean Neighbourhoods and Environment Act 2005					
Nuisance Parking					
No	No	100.00	-	100.00	100.00
Environmental Protection Act 1990					
Copy of contaminated land register entry per A4 sheet	Yes	0.08	0.02	0.10	0.10
Copy of the contaminated land strategy: bound paper copy	No	56.00	-	56.00	54.00
emailed copy			Free		
Copy of radioactive substances notification per A4 sheet	Yes	0.08	0.02	0.10	0.10
Copy of radioactive substances register : bound paper copy	No	56.00	-	56.00	54.00
emailed copy			Free		
per A4 sheet	Yes	0.08	0.02	0.10	0.10
Copy of other EPA statutory register entries (per A4 sheet)	Yes	0.08	0.02	0.10	0.10
downloaded from website			Free		
Environmental searches / professional reports (per enquiry)	Yes	123.33	24.67	148.00	143.00
Charge for Housing Act Enforcement (per hour)	No	61.00	-	61.00	59.00
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					
Licensing of houses in multiple occupation (New Licence): standard fee for 5 room house	No	1,099.00	-	1,099.00	1,059.00
charge per each additional room	No	61.00	-	61.00	59.00
Licensing of houses in multiple occupation (Renewal): standard fee for 5 room house	No	758.00	-	758.00	730.00
charge per each additional room	No	61.00	-	61.00	59.00
Request for housing inspection for immigration purposes	No	215.00	-	215.00	207.00
Littering- Environmental Protection Act 1990 s88	No	500.00	-	500.00	500.00
Industrial and commercial waste receptacle offences- Environmental Protection Act 1990 s 47ZA	No	110.00	-	110.00	110.00
Fly-Tipping- Unauthorised Deposit of Waste (Fixed Penalties) Regulations 2016					
No	No	1,000.00	-	1,000.00	1,000.00
Household waste duty of care- Environmental Protection Act 1990, s34ZA					
No	No	600.00	-	600.00	600.00
Failure to produce a waste transfer note- Environmental Protection Act 1990, s34A					
No	No	300.00	-	300.00	300.00
Unauthorised distribution of free literature on designated land (Environmental Protection Act 1990 s88)					
No	No	150.00	-	150.00	150.00
Noise Act 1996					
Fixed Penalty for noise from dwellings S8	No	110.00	-	110.00	110.00
Noise exceeding permitted level – licensed premises (Noise Act 1996 s8)	No	500.00	-	500.00	500.00
FOOD SAFETY AND HYGIENE - Budget Expectation £5,700					
Export certificate: one off	No	61.00	-	61.00	59.00
Food Safety revisit					
No	No	199.00	-	199.00	192.00
Replacement Food Hygiene Rating Service (FHRS) sticker	No	11.00	-	11.00	11.00
Sale of Safer Food, Better Business (SFBB) packs	No	30.00	-	30.00	29.00
Private Water Supplies - Budget Expectation £500					
Risk assessment (per hour of officer time maximum £500)	No	61.00	-	61.00	59.00
Private water supply sampling			Recovery of costs		
Skin Piercing Activities					
Ear piercing, electrolysis, tattooing, acupuncture: per practitioner	No	102.00	-	102.00	98.00
per premises	No	329.00	-	329.00	317.00
GAMBLING ACT 2005 - Budget Expectation £2,600 , Premises Licences Budget Expectation £57,900					
Annual Fee					
Adult Gaming Centre	No	1,000.00	-	1,000.00	1,000.00
Betting premises (other)	No	600.00	-	600.00	600.00
Betting Premises (track)	No	1,000.00	-	1,000.00	1,000.00
Bingo premises	No	1,000.00	-	1,000.00	1,000.00
Casino premises (converted)	No	3,000.00	-	3,000.00	3,000.00
Casino premises (large)	No	10,000.00	-	10,000.00	10,000.00
Casino premises (regional)	No	15,000.00	-	15,000.00	15,000.00
Casino premises (small)	No	5,000.00	-	5,000.00	5,000.00
Family entertainment centre	No	750.00	-	750.00	750.00
Application Fees for Premises and Application for Provisional Statements					
Adult gaming centre	No	2,000.00	-	2,000.00	2,000.00
Betting premises (other)	No	3,000.00	-	3,000.00	3,000.00
Betting premises (track)	No	2,500.00	-	2,500.00	2,500.00
Bingo premises	No	3,500.00	-	3,500.00	3,500.00
Casino premises (large)	No	10,000.00	-	10,000.00	10,000.00
Casino premises (regional)	No	15,000.00	-	15,000.00	15,000.00
Casino premises (small)	No	8,000.00	-	8,000.00	8,000.00
Family entertainment centre	No	2,000.00	-	2,000.00	2,000.00

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					
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					
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			
Any costs incurred by the Council in processing a licensing application (e.g. vet's fees) are charged to the applicant.					
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
Vehicle Licence fee reduced for wheelchair accessible vehicles 25%					
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
Vehicle Licence fee reduced for wheelchair accessible vehicles 25%					
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

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 £
Exhumation of coffin	No	Price on request			
Memorialisation Scheme					
Memorial tree including planting	Yes	304.17	60.83	365.00	352.00
PARKS TEAM					
Parks Ground Maintenance Contracts - Charges based on enquiry					
OFF STREET PARKING					
Vehicles that display up to date disabled persons badge		Free			
OFF STREET PARKING					
Maldon District Council offices: - Budget Expectation £1,500					
Weekdays 8am - 5pm (max stay 2 hrs)					
Up to 1 hr	Yes	1.17	0.23	1.40	1.40
Up to 2hrs	Yes	1.58	0.32	1.90	1.90
Weekends					
Pay and display: Saturday (8am to 5pm) up to 1 hour	Yes	0.92	0.18	1.10	1.10
Saturday (8am to 5pm) 1 to 2 hours	Yes	1.25	0.25	1.50	1.50
Saturday (8am to 5pm) 2 to 3 hours	Yes	2.08	0.42	2.50	2.50
Saturday (8am to 5pm) 3 to 4 hours	Yes	2.83	0.57	3.40	3.40
Saturday (8am to 5pm) over 4 hours	Yes	4.75	0.95	5.70	5.70
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	0.92	0.18	1.10	1.10
1 to 3 hours	Yes	1.25	0.25	1.50	1.50
all day	Yes	4.75	0.95	5.70	5.70
Season ticket: annual	Yes	587.50	117.50	705.00	705.00
Butt Lane (Monday to Saturday - 8am to 5pm) - Budget Expectation £310,000					
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	2.83	0.57	3.40	3.40
over 4 hours	Yes	4.75	0.95	5.70	5.70
Weekday and Saturday Evening (5pm to 10pm)	Yes	1.67	0.33	2.00	2.00
Sunday and bank holidays					
Pay & display: up to 1 hour	Yes	0.92	0.18	1.10	1.10
1 to 3 hours	Yes	1.25	0.25	1.50	1.50
all day	Yes	4.75	0.95	5.70	5.70
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
Friary Fields (Monday to Saturday - 8am to 5pm) - Budget Expectation £86,000					
Pay & display: up to 3 hours	Yes	2.08	0.42	2.50	2.50
3 to 4 hours	Yes	2.83	0.57	3.40	3.40
over 4 hours	Yes	4.75	0.95	5.70	5.70
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	0.92	0.18	1.10	1.10
1 to 3 hours	Yes	1.25	0.25	1.50	1.50
all day	Yes	4.75	0.95	5.70	5.70
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
High St. East (Monday to Saturday - 8am to 5pm)- Budget Expectation £104,000					
Pay and 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	2.83	0.57	3.40	3.40
over 4 hours	Yes	4.75	0.95	5.70	5.70
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	0.92	0.18	1.10	1.10
1 to 3 hours	Yes	1.25	0.25	1.50	1.50
all day	Yes	4.75	0.95	5.70	5.70
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
Hythe Quay					
Season ticket: Annual	Yes	125.00	25.00	150.00	150.00
Maldon Promenade (Monday to Sunday - 8am to Closing) - Budget Expectation £580,000					
Car: up to 1 hour	Yes	1.42	0.28	1.70	1.70
1 to 2 hours	Yes	2.83	0.57	3.40	3.40
all day	Yes	6.67	1.33	8.00	8.00

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 (<i>community / charity</i>)	Yes	32.50	6.50	39.00	38.00
Internal park adverts To Be Advised (TBA) (<i>per week</i>)	Yes	32.50	6.50	39.00	38.00
Vehicle advertising TBA (<i>per day</i>)	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	
ROUNDAABOUT 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
Wharfage - Hythe Quay Maldon and Burnham Pontoon - Budget Expectation £20,400					299.00
Daily fees: vessels and multihulls	Yes	23.33	4.67	28.00	310.36
Annual fees: Available to Fully Rigged Thames Sailing barges operators only	Yes	2,286.67	457.33	2,744.00	27.00
(annual fee can be paid quarterly with no penalty)	Yes	571.67	114.33	686.00	2,644.00
Monthly fees: Available to Fully Rigged Thames Sailing barges operators only	Yes	210.00	42.00	252.00	661.00
Weekly Fee: as per daily rate multiplied by 7, no rate change.	Yes	160.83	32.17	193.00	243.00
240/32 Amp Supply - Daily Charge (Maldon)	yes	5.00	1.00	6.00	186.00
Static Events on vessels using the Hythe Quay / Burnham (Daily charge)	Yes	150.00	30.00	180.00	6.00
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	173.00
Commercial team					87.00
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 <i>(if purchased with full search)</i>	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

				2026/27	2025/26	VAT 20% Govt	Inflation 3.8% 0.0%						
Further Details		Cost (£)	20% VAT (£)	Total (£)	Total (£)	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 meters 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 wind turbines 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

PLANNING SERVICES Pre-Application Fees and Charges 2026/27				2026/27	2025/26	VAT 20% Govt	Inflation 3.8% 0.0%						
Budget Expectation £853,200													
Further Details		Cost (£)	20% VAT (£)	Total (£)	Total (£)	Change	% Change	C/C	A/C	Budget	Comments		
Minor Alterations to Listed Building (Written advice)	Only available for very minor and non-Complex advice. This would include replacement windows.	105.00	21.00	126.00	121.62	- 4.38	-3.5%	302	9240				
	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.					-							
							-						
Alterations/Extension to Listed Building (Written advice)	Includes proposals for:	350.00	70.00	420.00	404.71	- 15.29	-3.6%	302	9240				
	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.					-							
							-						
Alterations/Extension to Listed Building (Meeting* with Planning Officer of no more than one hour and written advice)	Includes proposals for:	854.17	170.83	1,025.00	987.25	- 37.75	-3.7%	302	9240				
	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.					-							
							-						
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	188.33	37.67	226.00	217.69	- 8.31	-3.7%	302	9240				
	per obligation					-							
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	-			
		Total				331.20	351.00			

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 above rates are for work that is not classified as a 'notifiable electrical work' (in addition to the above, where applicable)

VAT rate	20.0%			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 **	Notice	Charge *		
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	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	
D03	Separate extension with some part 2 or 3	Net	274.00	548.00	137.00	274.00	867.00	434.00	1,104.00	264.00	528.00	132.00	264.00	835.00	418.00	1,064.00	
		VAT	54.80	109.60	27.40	54.80	173.40	86.80	-	52.80	105.60	26.40	52.80	167.00	83.60	-	
		Total	328.80	657.60	164.40	328.80	1,040.40	520.80	1,104.00	316.80	633.60	158.40	316.80	1,002.00	501.60	1,064.00	
D04	Separate extension with some part 2 or 3	Net	285.00	570.00	142.50	285.00	867.00	434.00	1,104.00	275.00	550.00	137.50	275.00	835.00	418.00	1,064.00	
		VAT	57.00	114.00	28.50	57.00	173.40	86.80	-	55.00	110.00	27.50	55.00	167.00	83.60	-	
		Total	342.00	684.00	171.00	342.00	1,040.40	520.80	1,104.00	330.00	660.00	165.00	330.00	1,002.00	501.60	1,064.00	
D05	A building or extension comprising	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	
D06	Detached non-habitable domestic	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	
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	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	
Alterations (including underpinning)																	
D09	Renovation of a thermal element	Net	132.00	264.00	66.00	132.00	432.00	216.00	576.00	127.00	254.00	63.50	127.00	381.00	190.50	513.00	
		VAT	26.40	52.80	13.20	26.40	86.40	43.20	-	25.40	50.80	12.70	25.40	76.20	38.10	-	
		Total	158.40	316.80	79.20	158.40	518.40	259.20	576.00	152.40	304.80	76.20	152.40	457.20	228.60	513.00	
D10	Replacement of windows, roof lights, roof	Net	132.00	264.00	66.00	132.00	432.00	216.00	576.00	127.00	254.00	63.50	127.00	381.00	190.50	513.00	
		VAT	26.40	52.80	13.20	26.40	86.40	43.20	-	25.40	50.80	12.70	25.40	76.20	38.10	-	
		Total	158.40	316.80	79.20	158.40	518.40	259.20	576.00	152.40	304.80	76.20	152.40	457.20	228.60	513.00	
D11a	Cost of work not exceeding £2,000 (Incl	Net	132.00	264.00	66.00	132.00	432.00	216.00	576.00	127.00	254.00	63.50	127.00	381.00	190.50	513.00	
		VAT	26.40	52.80	13.20	26.40	86.40	43.20	-	25.40	50.80	12.70	25.40	76.20	38.10	-	
		Total	158.40	316.80	79.20	158.40	518.40	259.20	576.00	152.40	304.80	76.20	152.40	457.20	228.60	513.00	
D11	Cost of work exceeding £2,001 & not	Net	197.00	394.00	98.50	197.00	650.00	325.00	850.00	190.00	380.00	95.00	190.00	570.00	285.00	755.00	
		VAT	39.40	78.80	19.70	39.40	127.00	63.50	-	38.00	76.00	19.00	38.00	114.00	57.00	-	
		Total	236.40	472.80	118.20	236.40	777.00	388.50	850.00	228.00	456.00	114.00	228.00	684.00	342.00	755.00	
D12	Cost of work exceeding £5,001 & not	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	
D13	Cost of work exceeding £25,001 & not	Net	328.00	656.00	164.00	328.00	1,084.00	542.00	1,381.00	316.00	632.00	158.00	316.00	954.00	477.00	1,300.00	
		VAT	65.60	131.20	32.80	65.60	216.80	108.40	-	63.20	126.40	31.60	63.20	190.80	95.40	-	
		Total	393.60	787.20	196.80	393.60	1,300.80	650.40	1,381.00	379.20	758.40	189.60	379.20	1,144.80	572.40	1,300.00	
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 n/a.				446.00	n/a	-	
		VAT					92.00	n/a	-					89.00	n/a	-	
		Total					555.00	n/a	-					535.00	n/a	-	

**Multiple work

ble please contact Building Control on 01621 854477

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

Inflation
103.80

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	2026/27	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
		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	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
	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
N06	Cost of work exceeding £5,000 & not exceeding £25,000	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
	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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FEES AND CHARGES 2026/27**Summary of Changes****Reduced Charges****Gambling Act 2005**

Application Fee for Premises with Provisional Statement

Adult gaming centre

Betting premises (other)

Betting premises (track)

Bingo premises

Casino premises (large)

Casino premises (regional)

Casino premises (small)

Family entertainment centre

Cemeteries

Plot choosing: cremated remains non-resident

Plot choosing: cremated remains resident

No Change

Anti Social Behaviour Act 2003

Anti-Social Behaviour Crime and Policing Act 2014 charges

Clean Neighbourhoods and Environment Act 2005

Environmental Protection Act 1990 charges

Littering- Environmental Protection Act 1990 s88

Industrial and commercial waste receptacle offences- Environmental

Protection Act 1990 s 47ZA

Fly-Tipping- Unauthorised Deposit of Waste (Fixed Penalties) Regulations
2016

Household waste duty of care- Environmental Protection Act 1990, s34ZA

Failure to produce a waste transfer note- Environmental Protection Act
1990, s34A

Unauthorised distribution of free literature on designated land
(Environmental Protection Act 1990 s88)

Noise Act 1996

Gambling Act 2005

Environmental waste

Abandoned vehicles

Statutory Fine for a stray dog

Development control

Plan copies - per sheet: A4

A3

A2

die line

Ordnance Survey Maps

Handling fee

Inflation Increase (3.8%)

Environmental Protection Act 1990 charges
 Food Safety & Hygiene
 Licensing
 Mobile Homes Act 2013
 Environmental waste
 Cemeteries
 Beach Hut Hire - Promenade Park
 Parks and Open spaces
 Prom Park hire for Concessions
 Parks and Sports pitch
 Rivers
 Panning Services
 Pre-Application Fees
 Scrap Metal Dealers Licence
 Event Land Hire Charge - Council Park or Open Space

Above Inflation Increase

Event licence / Permit fee (minimum fee payable on acceptance of event)
 Road closure applicaion (Admin fee)
 Residential Mooring Charges - 10 to 14.99 metres (per month)
 Minor Tree advice (tree within a conservation area only) written advice
 Compliance with Condition requests
 Planning History requests
 Withdrawing Historic Enforcement Notices
 Pre App pre sale meeting for Listed Buildings

New Charges**Planning Services**

Section 106
 BNG Net Gain Monitoring Fee sites under 20Ha
 BNG Net Gain Monitoring Fee sites between 20Ha and 50Ha
 BNG Net Gain Monitoring Fee sites between 50Ha and 100ha
 BNG Net Gain Monitoring Fee sites over 100ha - bespoke will require calculating on size

Deleted Charges**Recycling**

Isolated properties annual fee

Cemeteries

Saturday Service for Ashes Only



**REPORT of
DIRECTOR OF FINANCE**

**to
STRATEGY AND RESOURCES COMMITTEE
20 NOVEMBER 2025**

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

1. PURPOSE OF THE REPORT

- 1.1 To provide Members of the Committee with an initial draft of budget proposals for 2026/27 and to provide an updated Medium Term Financial Strategy (MTFS) for 2026/27 and 2027/28.

2. RECOMMENDATIONS

That the Committee

- (i) reviews the underlying assumptions for the 2026/ 27 Budget;
- (ii) notes the update to the Medium-Term Financial Strategy 2026/27 and 2027/28.

3. SUMMARY OF KEY ISSUES

- 3.1 The Quarter 2 Budget Monitoring report (also on this agenda) provides a financial forecast for the Council for the year ending 31 March 2026 including revenue and capital forecasts and the impact of those on retained reserves (general and earmarked).
- 3.2 The current position shows performance closely aligned to budget which demonstrates good financial management in operational areas. The outlook for this year remains favourable. This provides a good foundation for the budget for the coming year.
- 3.3 The 2023 Finance Peer Challenge included a recommendation that the MTFS should be reviewed and that alignment with other strategies should be strengthened. This update meets that recommendation.

4. MEDIUM TERM FINANCIAL STRATEGY (MTFS)

- 4.1 This report sets out the emerging strategic priorities for the financial management of the Council in the coming years. These include the points set out below.

4.2 Sufficient preparation for Local Government Reorganisation (LGR)

- 4.2.1 LGR is assumed to take place from April 2028, known as Vesting Day. The inclusion of 2028/29 financial year means that there will be a clear view established of the position being passed to the successor authority, or alternatively of the position to be maintained for a further year by the council if there are any delays to LGR.
- 4.2.2 Budgets are therefore being prepared on the basis that services to residents will be maintained without significant change in day-to-day services in the period before LGR, further to discussion with Finance Working Group (FWG). Some longer-term investments will be made, however, to ensure that the assets of the Council are handed on in good operational order. For example, spending money on play sites, car parks, or public toilets – Council assets which support the local quality of life and the local tourist offer. Where this happens appropriate governance and approvals will be sought, however additionally we will keep other relevant LGR authorities informed to ensure that future planning and finances are not fettered. Preparation for reorganisation is assumed to focus on ensuring that the Council is in good order, with robust governance (including records and processes) in place. With what is currently known this can be achieved through current resources rather than requiring additional staffing or investment in systems.

4.3 Ensuring delivery and efficiency

- 4.3.1 As part of the good governance of the Council in the coming years, priority will be given to delivery of key member and organisational priorities, in line with the corporate plan and related strategies. This delivery will be managed in a cost-effective way, managing resource inputs, increasing process efficiency, and ensuring that outputs and outcomes are achieved effectively. This financial strategy is aligned to those priorities.
- 4.3.2 It is recognised that the overall position for local government finances is challenging, with the referendum threshold on council tax increases meaning that resources increase more slowly than costs. In this situation, it is vital to ensure that all available resources are deployed as efficiently as possible in order to secure the Council's policy objectives.
- 4.3.3 The ongoing restructure of officer functions will support this by reducing expenditure in more senior officer roles and increasing investment in more operational officers. This re-profiling of the investment in officers will be linked to wider changes set out in the Transforming Together programme. This will support the effective delegation of responsibilities (including budgetary responsibilities) towards more operational officers, streamlining overall officer activity and focusing on key deliverables for residents. Collaboration within and between teams will be encouraged. Appropriate business process reviews will ensure that the advantage of the line management changes are secured in day-to-day operations. Directors will be responsible for ensuring that budget delegations are effective and that service delivery objectives are achieved.

4.4 Funding

- 4.4.1 It is expected that District Councils will see an adverse result arising from the November UK Budget announcements and the December (Provisional) Local Government Financial Settlement. Early warning has been given that resources for districts may fall by up to 10% in some areas, with a 'flat cash' (zero inflation) position in the following two years. The strategic options available to the Council include the

maintenance of a balanced 'base budget' or the acceptance of a base budget 'gap', which is funded through use of reserves.

- 4.4.2 Balancing the base budget would lead to not insignificant savings being required, most likely to the detriment of services and thus negatively impacting on residents. Discussion with FWG has highlighted a preference to retain services at their current level rather than reducing spending. This means using reserves in a targeted way to reduce the adverse effect of funding reductions on services. Managed use of reserves in the short term is an accepted budget management strategy, a position which is more feasible given the LGR proposals.

4.5 Use of Reserves

- 4.5.1 The Council has a strong balance sheet position, including substantial cash reserves. Based on the considerations above and the discussions with FWG, it is intended that these reserves are deployed in a managed way to ensure local services are maintained at their current level as far as possible. Significant investments or new departures are not proposed – rather, deepening of investment in key operational areas will take place to maintain services and assets.
- 4.5.2 Use of reserves will be modelled through to 2028/29 to ensure that, should it be required, a clear account of the decisions can be given and that sufficient remains on hand to mitigate the impact of unforeseen events.

4.6 Budgetary transparency

- 4.6.1 As part of LGR, the records and performance of the Council will be scrutinised by a range of stakeholders, including those representing the shadow authority once that begins to be established from April 2027. It will be essential to ensure that financial decisions and performance are transparently recorded. As a step towards ensuring that, the MTFS and budget will clearly reflect the financial plans of the Council, transparently aligning resources and service delivery objectives.
- 4.6.2 A range of operational measures are being implemented to achieve this all of which are in line the Chartered Institute of Public Finance and Accountancy (CIPFA) 'code of practice on local authority accounting'. These include:
- 4.6.2.1 Budgetary clarity - Setting out all budgets as 'gross' and not 'netting down' specific expenditure lines to reflect offsetting income (good practice is to clearly show income and expenditure separately). Similarly, there are some areas where budgets have become complex due to changes in operating practice, funding, and other issues. The opportunity will be taken to simplify budgets wherever possible.
- 4.6.2.2 'Best estimates' used throughout (that is, neither a 'best' nor a 'worst' case estimate, but rather the most likely position based on available data);
- 4.6.2.3 Broad engagement - Working with the full budget from the outset with lead officers (Senior Leadership Team (SLT) and their reports) and Members (FWG, the Strategy and Resources Committee) to invite comment and scrutiny (to avoid any errors in understanding and presentation); preparing briefings for officers and members on the emerging position;
- 4.6.2.4 Complete and valid - This means including all known resources in the budget process from the outset and not holding any resources 'below the line' or excluding them as potential 'windfalls'.

- 4.6.2.5 Supporting efficiency - Seeking to avoid unnecessary administrative activities by minimising requests to Members for additional funding or virements. This is to be achieved by ensuring all that estimates accommodate potential changes in a reasonable and transparent way and that budget holders understand the need to work across budget areas as much as within specific lines.
- 4.6.2.6 Prioritised - Focusing on material budget issues and the key elements of the overall budgetary framework and deprioritising (but not ignoring) lower value changes.
- 4.6.2.7 Value For Money (VFM) - Retaining a clear focus on VFM throughout and using available data to benchmark service delivery costs.

5. MEDIUM TERM FINANCIAL PLAN (MTFP)

- 5.1 Based on the strategic approach set out above, the medium-term plan has been developed.
- 5.2 Resources are summarised below. These have been prepared based on current understanding of the funding position. This will be updated once the provisional settlement is published.

Council tax charge growth @ 2.99%
Council tax base growth @ 1%
Reduction in overall government grant (Core Spending Power) of c £1m, with flat cash in later years
Extended Producer Responsibility (EPR) assumed to continue as annual grant (may be rolled into Revenue Support Grant (RSG))
New Homes Bonus (NHB) discontinued
Tariff and retained rates adjusted by govt to secure flat cash Core Spending Power (CSP)
Reserves use under review pending further clarification on growth bids and capital programme requirements

Figure 1 – funding assumptions

Resources	25/26	26/27	27/28	28/29
	£m	£m	£m	£m
CSP grants	6.014	5.554	5.776	5.820
Council tax	6.230	6.505	6.791	7.090
CSP resources	12.244	12.059	12.566	12.910
collection fund	0.100			
investment income	0.664	0.587	0.547	0.472
Use of earmarked reserves	0.072	0.250	0.250	0.250
Use of general reserves	-	-	-	-
All resources	13.080	12.896	13.363	13.632

Figure 1 - estimated resources

- 5.3 Base budget changes arising from pay, price, and income inflation are summarised below (% change is budget-to-budget, not the inflation factor applied).

	Staffing	Transport	Goods and Services	Capital Charges	Offices and Depots	Fees and Charges	Other Income	Government Grant	Net Budget
base	11.892	0.119	18.392	0.801	(0.148)	(3.290)	(5.380)	(9.303)	13.082
Net growth	0.527	(0.019)	0.517	0.103	(0.010)	(0.242)	(0.057)	(0.153)	0.666
revised	12.419	0.100	18.908	0.904	(0.157)	(3.532)	(5.437)	(9.456)	13.748
	4.4%	-16.2%	2.8%	12.9%	6.4%	7.4%	1.1%	1.6%	5.1%

Figure 2 - estimated inflationary pressures on base budgets

- 5.4 Savings have been identified based on some changes since the previous MTFS was set out, with some corrections to the base in addition.

Ongoing savings	26/27
Council Tax - Essex-wide pool; staffing	(0.204)
Council Tax - Essex-wide pool; gainshare	(0.270)
Extended Producer Responsibility	(0.300)
Remove Pension provision (deficit removed)	(0.120)
Revenue cost of capital	(0.100)
Total	(0.994)

Figure 3 - proposed savings

- 5.5 Pay and non-pay pressures and growth bids have been submitted. These are under review by SLT and will be reported to the next Committee meeting. The current position shows a gap before growth bids of £0.694m, rising to £1.290m by 2028/29. In common with previous financial plans, this will need to be funded from reserves unless other funding sources were available. The current gap position is slightly larger overall than the position set out in February 2025, due to the predicted reduction in government funding.

ref	MTFP (£m)	26/27	27/28	28/29
1	Resources	12.896	13.363	13.632
2	Base budget b/f	13.082	13.590	14.256
3	pay and price inflation (assumed consistent)	0.666	0.666	0.666
4	Base uprated for inflation	13.748	14.256	14.922
5	Savings	(0.994)	0.000	0.000
6	Upated base after savings	12.754	14.256	14.922
7	Unavoidable pressures	0.836	0.000	0.000
8	Upated base after savings and pressures	13.590	14.256	14.922
9	Gap	0.694	0.893	1.290

Figure 4 - proposed budget position before growth bids

- 5.6 Requests for repairs and renewals relating to Council assets (property and equipment) have been submitted to the value of £550k. These will be reviewed to ensure alignment with the Corporate Plan, and Member policy objectives. Consistent with previous years, it is expected that the approved repairs and renewals investments will be funded from reserves.

6. AREAS OF UNCERTAINTY

6.1 Staff recruitment and retention

- 6.1.1 An on-going challenging recruitment environment in some services, this is likely to continue to be uncertain as LGR approaches and staff consider the future interests. To mitigate this, the employment offer will need to remain competitive, with clear opportunities for advancement and or development.

6.2 Government funding

- 6.2.1 The implications of the Fair Funding 2.0 consultation was that districts would see a real terms reduction in resources and would be expected to maximise council tax increases and, if needed, apply reserves. Since that consultation, the economic outlook has remained challenging if not worsened. This may lead to future resource reductions that exceed current expectations.

6.3 Adoption of the local plan

- 6.3.1 This remains a challenging operational objective. The financial plan includes provision to resource this based on current information. As resource requirements are more clearly established, this will be updated.

7. RESERVES PROJECTION

- 7.1 The assumption is to end this current financial year with a total of £15.1m usable reserves. This includes Earmarked Reserves and the General Fund Balance (unearmarked reserve), as set out in the table below.

reserves	b/f 31/03/2026	in	Explanation	out	Explanation	c/f 31/03/2027	Explanation	c/f 31/03/2028
Earmarked reserves	6.6	0.3	Additional uncommitted EPR in 2026/27	2.6	£2.6m revenue 'gap' (slide 9)	4.3	assume repeat of £2.6m revenue 'gap' funding for 27/28	2.0
General Fund Balance	8.5	-		3.0	£0.5m Repairs and renewals (slide 17). £2.5m capital bids (worst case – 100% reserve-funded; slide 18-19)	5.5	£0.25m repairs and renewals (assumed reduced). £1m capital bids (worst case – 100% reserve-funded)	4.3
Total	15.1	0.3		5.6		9.8		6.3

Figure 5 - projected use of reserves (adverse scenario)

- 7.2 Currently it is anticipated that there will be a significant drawdown of Earmarked Reserves to balance the revenue budget gap, consistent with previous years' MTFS.

8. CONCLUSION

- 8.1 Medium-Term financial planning is an important component of the Council's strategy planning framework, particularly in the uncertain economic climate and with

unprecedented financial pressure in the public sector. Key financial decisions need to be set in the context of a plan that looks beyond the next financial year. Forward planning offers the opportunity to link service and financial planning, as decisions taken on an annual basis are limited in what they can achieve.

9. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028

9.1 Delivering good quality services.

- 9.2 Regular reporting and monitoring of the Council's financial position is a key control in ensuring the Council makes the best use of its resources and is able to make informed decisions to support our residents.

10. IMPLICATIONS

- (i) **Impact on Customers** – None directly.
- (ii) **Impact on Equalities** – None directly.
- (iii) **Impact on Risk (including Fraud implications)** – None directly.
- (iv) **Impact on Resources (financial)** – The subject of the report.
- (v) **Impact on Resources (human)** – None directly.
- (vi) **Impact on Devolution / Local Government Reorganisation** – The financial position of the council will be scrutinised in advance of reorganisation as part of planning for LGR delivery. This report is written with that scrutiny in mind.

Background Papers: None.

Enquiries to: Ben Jay, Chief Finance Officer.

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REPORT of DIRECTOR OF LEGAL AND GOVERNANCE

**to
STRATEGY AND RESOURCES COMMITTEE
20 NOVEMBER 2025**

TRANSFER OF ALLOTMENTS, BRICKHOUSE FARM, MALDON

1. PURPOSE OF THE REPORT

- 1.1 For the Council to consider the transfer of the allotments at Brickhouse Farm, Maldon to Maldon Town Council ("Town Council").

2. RECOMMENDATIONS

- (i) That the Committee agrees for the Council to transfer Brickhouse Farm Allotments, including all associated access points, gates, fencing and allotment boundary hedgerows to Maldon Town Council for consideration of £1;
- (ii) That a restriction is placed on the 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.

3. SUMMARY OF KEY ISSUES

- 3.1 The Council has been approached by Maldon Town Council requesting the ownership of the allotments at Brickhouse Farm, Maldon be transferred to them. A plan of the site is attached at **APPENDIX 1**.
- 3.2 The Council owns the allotments at Brickhouse Farm. These are already managed on our behalf by Maldon Town Council.
- 3.3 A separate water meter for the site has already been installed and is registered to Maldon Town Council. Maldon Town Council pay the water bill.
- 3.4 Maldon District Council maintains the verges surrounding the allotments as part of the general maintenance of the Brickhouse Farm open space. Although a request was received from Maldon Town Council to include any operational verges as part of the transfer, Maldon District Council recommend transfer only of the allotment site and its boundary hedges to enable Maldon District Council to continue the overall maintenance of the open space to ensure uniformity.
- 3.5 Maldon District Council will ensure that Maldon Town Council will have full access to the boundary to allow external maintenance of the Hedge.
- 3.6 There is no income to Maldon District Council from this site, all income from allotment holders already goes to Maldon Town Council.

4. CONCLUSION

- 4.1 The Town Council already has experience of managing and maintaining this site and fully transferring ownership of this asset to the Town Council will ensure it remains in local control now and in the future for the benefit of the Maldon Community.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028

5.1 Supporting our communities

- 5.1.1 The transfer of the allotments will allow the ownership to remain with an authority whose purpose is to support the residents of Maldon.

6. IMPLICATIONS

- (i) **Impact on Customers** – The change in ownership would have no direct impact on customers as the allotment will remain as allotments in local government control.
- (ii) **Impact on Equalities** – None, all residents will be able to access the allotments as before.
- (iii) **Impact on Risk (including Fraud implications)** – None.
- (iv) **Impact on Resources (financial)** – None.
- (v) **Impact on Resources (human)** – None the legal work can be carried out in house.
- (vi) **Impact on Devolution / Local Government Reorganisation** – The transfer of the allotments will ensure that this asset will be available and maintained by the Town Council who will still exist following Local Government Reorganisation.

Background Papers: Plan of Site (**APPENDIX 1**).

Enquiries to: Emma Holmes, Director of Legal and Governance.



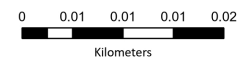
**Maldon District Council - Allotments, Poulton Close, Maldon, Essex
Agreement Map**

Original size: A4
Publication Date: 16 October 2025

Map Produced In ArcPro by: paulm



Scale 1:750



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REPORT of CHIEF EXECUTIVE

to
STRATEGY AND RESOURCES COMMITTEE
20 NOVEMBER 2025

SPECIAL EVENT PERFORMANCE FUNDING 2026

1. PURPOSE OF THE REPORT

- 1.1 For Members to consider and approve to underwrite 50% costs associated with the production of a Special Event Performance for Maldon District residents and visitors in 2026.

2. RECOMMENDATION

That Members agree to allocate £45,000 to allow detailed event planning and secure the headline act for a Special Event Performance in 2026.

3. SUMMARY OF KEY ISSUES

- 3.1 In October 2025, tentative meetings took place with the agent of a national music artist. This artist is affiliated with the region and recently released a mainstream album which featured in the UK Top 20 Official Charts.
- 3.2 The performance is proposed to take place on Sunday 7 June 2026, making use of the existing infrastructure in place for Soultasia, Saturday 6 June 2026. This would minimise disruption across other weekends and maximise the outlay for the set up.
- 3.3 The Council has worked with the Soultasia production team for five years and has a strong relationship. In 2024, Soultasia attracted 12,215 attendees, 58% of which did not reside in the District and were classed as 'day visitors'. An additional 29% were classed as 'overnight visitors' as they reside outside the County and likely extended their visit. In total 87% of people travelled from outside the District to attend.
- 3.4 The yearly Economic Impact of Tourism report examines the volume and value of tourism and the impact of visitor expenditure on the local economy and provides comparative data against the previously published data. The results are derived using the Cambridge Economic Impact Model under licence by Destination Research Ltd based on the latest data from national tourism surveys and regionally/locally based data.
- 3.5 The 2024 report for Maldon states the following impact of visitor expenditure attributed to each visitor type:

Trip Type	Value
Spend x Day Visitor	£45.41
Spend x Overnight Visitor	£146.95

Based on this model, those attending Soultasia alone contributed £842,886.46 to the local economy. This is further broken down as follows:

Trip Type	Value
Day Visitors	£322,683.46
Overnight Visitors	£520,203
Total value of tourism related to Soultasia 2024	£842,886.46

- 3.6 Officers recognise the cost of this artist's performance will be significantly more than previous acts. As such, Officers support the approach to underwrite 50% of the event costs, up to a value of £45,000. This is expected to be paid back in full via ticket sales. Any surplus income will be divided 50/50 with the Council and Soultasia production team. The anticipated total number of tickets available for the event is 14,000.
- 3.7 Based on the number of tickets available, the event will provide a potential economic return to the District of £965,346.20.
- 3.8 In addition to a share of the ticket sales, the Council will also benefit from increased income from managed parking for the event.

4. CONCLUSION

- 4.1 This event provides an excellent opportunity for the Council to deliver a high-profile event to its residents and visitors. A commitment to underwriting 50% of the event costs ensures that discussions can continue with the artist's management team and further develop detailed plans.
- 4.2 Whilst it is not guaranteed, it is likely that the underwritten cost will be recouped either in full or extremely close to the £45,000 commitment. This will be dependent on ticket sales and on secondary spend such as managed parking.
- 4.3 By being directly involved, the Council will have a greater opportunity to influence the ticketing price structure and concessionary rates available for Maldon District residents.

5. IMPACT ON PRIORITIES AS SET OUT IN THE CORPORATE PLAN 2025 - 2028

5.1 Investing in our District

- 5.1.1 Delivery of this event contributes to the Council's Corporate Plan Priority of 'Investing In Our District' by supporting the emerging Culture and Heritage Strategy and continues our investment in culture, improving our offering to residents, businesses and visitors.

5.2 Growing our economy

- 5.2.1 Delivery of this event contributes to the Council's Corporate Plan Priority of 'Growing Our Economy' by encouraging an increase in visitor numbers who stay longer and spend more. It also supports the Maldon District Tourism Action Plan key priority of 'Enhance the Visitor Offer' and 'Tourism Growth and Economic Benefit'.

- 5.2.2 In addition, large events require significant staffing for security, catering, ticketing and event management, thus providing temporary employment opportunities for local people.

6. IMPLICATIONS

- (i) **Impact on Customers** – Concerns may be raised by residents close to Promenade Park in relation to noise and traffic management. The Council has worked with the Soultasia production team for five years and with experience and knowledge gained during this period resident concerns have been reduced to a minimum. Sound monitoring will ensure that noise is within accepted parameters and a traffic management company will be deployed to minimise disruption. Discounted or free tickets will be provided for residents in the proximity to the stage area to encourage attendance and support of the event.
- (ii) **Impact on Equalities** – There is no notable negative impact on equalities. The event will be fully accessible for all to attend and a specialist viewing platform for wheelchair users will be available throughout the event.
- (iii) **Impact on Risk (including Fraud implications)** – Inherently, there are several risks associated with the delivery of large-scale events. During the detailed planning stage, the Council will work with event organisers to mitigate all known risks via a robust event management plan. This will be reviewed and scrutinised at a Safety Advisory Group meeting where all emergency services and the highways authority will input into the process. Martyn's Law (The Terrorism (Protection of Premises) Act 2025), will also be adhered to.
- (iv) **Impact on Resources (financial)** – By underwriting the event the Council is exposed to some financial risk. This is shared 50/50 with the Soultasia production team. Whilst it is anticipated that the budget will be repaid in full via ticket sales and secondary spend, this cannot be guaranteed.
- (v) **Impact on Resources (human)** – The Council will underwrite and partner with the Soultasia production team. This model is not aligned with the Council's existing approach (landlord that hires the space) but will allow the Council to have a greater level of input into the event itself. Management and delivery will be managed within existing resources. The event will be further supported by Colchester Amphora (Colchester City Council) with a service level agreement in place to support with the management and delivery of our yearly events schedule.
- (vi) **Impact on Devolution / Local Government Reorganisation** - The event will not have a direct impact on either Local Government Reorganisation or Devolution.

Background Papers: Economic Impact of Tourism 2024 Maldon (copy available on request).

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