



**MINUTES of
STRATEGY AND RESOURCES COMMITTEE
21 NOVEMBER 2024**

PRESENT

Vice-Chairperson Councillor J Driver

Councillors D O Bown, A Fittock, A S Fluker, K M H Lagan, A M Lay,
R H Siddall, N D Spenceley, W Stamp, CC, M E Thompson
and R G Pratt (Substitute for M F L Durham, CC)

404. CHAIRPERSON'S NOTICES

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

405. APOLOGIES FOR ABSENCE AND SUBSTITUTION NOTICE

An apology for absence was received from Councillor M F L Durham CC. It was noted in accordance with notice duly given that Councillor R G Pratt was attending as a substitute for Councillor Durham.

406. MINUTES OF THE LAST MEETING

RESOLVED that the Minutes of the meeting of the Committee held on 26 September 2024 be approved and confirmed.

407. DISCLOSURE OF INTEREST

There were none.

408. PUBLIC PARTICIPATION

No requests had been received.

409. HALF YEARLY TREASURY MANAGEMENT UPDATE

The Committee considered the report of the Interim Chief Finance Officer setting out the Council's investment activity for the first half of 2024 / 25 in accordance with the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management (TM) Code and the Council's Treasury Management Policy and Treasury Management Practices (TMPs).

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

- An overview of the external economic environment - Appendix 1 to the report had been prepared by the Link Group who provide treasury management consultancy and advice services to the Council.
- It was noted that as a result of capital receipts and internal borrowing invested balances would decrease.
- Investment Activity (April – September 2024)
- Performance – Budgeted income and outturn - The Interim Chief Finance Officer highlighted that the average return on investments was highlight that the 4.0% assumed in the 2024 / 25 Budget setting report.
- Outlook for the remainder of 2024 / 25 provided by the Link Group (attached at Appendix 2 to the report).
- Compliance with Prudential Indicators (Appendix 3) and Treasury Management Strategy.

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

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

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

410. RURAL SETTLEMENT LIST 2025 / 26

The Committee considered the report of the Interim Chief Finance Officer seeking Member's approval of the Rural Settlement List (the List) for the financial year 2025 / 26 (attached at Appendix A to the report) to determine and award Rural Rate Relief to eligible businesses.

The report highlighted some proposed minor changes to the existing Rural Settlement List as detailed below and advised that of the businesses benefitting from the relief none would be impacted by these changes:

- 'Althorne, North' and 'Althorne, South' would be combined as 'Althorne'
- 'Bradwell on Sea' and 'Bradwell waterside' would be combined as 'Bradwell'
- 'North Fambridge, North' and 'North Fambridge, South' would be combined as 'North Fambridge'

In response to a question regarding the above proposed changes, the Assistant Director - Customer Services and Operations advised that the review had been informed by and was to align it with the Local Development Plan (LDP) evidence update. The previous Rural Settlement List had been based on historic information which was why the review had been undertaken. In response to a question the Assistant Director advised that if Members were not mindful to agree the revised list, the Committee could agree to revert to the current list this financial year (2024 25).

Councillor W Stamp proposed that the Rural Settlement List not be agreed as it didn't accord with the LDP ongoing process. This proposal was not supported. In response to the proposal, Officers clarified that if a Rural Settlement List was not agreed this meant

that any business currently receiving a rural rate relief would not be able to receive any relief for 2025 / 26, as the Rural Settlement List had to be renewed each year.

Following further discussion, Councillor R H Siddall proposed that the Rural Settlement List agreed in November 2023 be approved and that the Council abide by the List created at that time. This proposal was duly seconded.

The Chairperson moved the proposal in the name of Councillor Siddall and upon a vote being taken this was duly agreed.

Councillor A M Lay joined the meeting during this item of business but abstained from the vote.

RESOLVED that the Rural Settlement List as agreed in November 2023 be approved.

411. SUPPLEMENTARY ESTIMATES, VIREMENTS, PROCUREMENT EXEMPTIONS AND USE OF RESERVES: 2024 / 25 QUARTER TWO (1 JULY - 30 SEPTEMBER 2024)

The Committee considered the report of the Interim Chief Finance Officer reporting Virements, Supplementary Estimates agreed under delegated powers where they were below the levels requiring approval by the Committee. The report also provided details regarding procurement exemptions and the use of reserves.

The report informed Members of Virements (section 3.3.1), Procurement Exemptions (section 3.5.1) and Use of Reserves (section 3.6.1) agreed during the period. It was noted that there were no supplementary estimates agreed during this period.

Section 3.3.2 provided detail of a Virement, which due to its nature and amount, required approval by the Committee. The Lead Specialist: Finance explained that this was an accounting virement to pay an invoice relating to a staff member rather than via payroll. This Committee was required to approve the virement because it related to a staffing budget.

Following some discussion, the Chairperson put the recommendations as set out the report and these were duly agreed.

RESOLVED

- (i) That the virements as detailed in paragraph 3.3.1 be noted;
- (ii) That the virement as detailed in paragraph 3.3.2 be approved;
- (iii) That the procurement exemptions as detailed in paragraph 3.5.1 be noted;
- (iv) That the reserve drawdown as detailed in paragraph 3.6.1 be noted.

412. BUDGETARY CONTROL AS AT 30 SEPTEMBER 2024

The Committee considered the report of the Interim Chief Finance Officer providing information in relation to financial performance over the period 1 April to 30 September 2024. The report provided an update on a number of areas including the following:

- Revenue budgets, including the forecast variance summary and reconciliation of the original to revised budget;

- Expenditure – Details of both the top adverse and favourable variance along with variance analysis for each area;
- Income – Details of both the top adverse and favourable variance along with variance analysis for each area;
- Employee costs;
- Inflationary impact;
- Impact on the General Fund Balance;
- Capital monitoring – Appendix 2 to the report provided a detailed breakdown of the Capital Budget.

It was noted that service-related net expenditure budgets would be underspent this financial year, mainly due to salary underspends. However, budgets, particularly planning income, remained under pressure and investment income was expected to over-perform due to higher interest rates. Members were advised that although collection rates were slightly lower than expected with the winter months yet to come, the cost-of-living could continue to put pressure on council tax and business rates income.

During the lengthy debate that ensued and in response to a number of questions raised, Officers provided the following information:

- Development Management – Reference was made to the underachievement of this budget and how future staff resources were being managed. The Chief Executive gave Members assurance that the management team were reviewing this, and it was agreed that a written response in respect of this would be provided to Members outside of the meeting.
- Local Development Plan (LDP) review – Members were advised that although the Policy team were focussing on work in a different order than originally planned, no work on the LDP review had stalled. The Chairperson advised that further information would be provided outside of the meeting.
- Parks Special Events – In response to a question regarding the underachievement of this budget it was agreed that Officers would provide a written response outside of the meeting. The Director of Service Delivery referred to paragraph 4.4.2, point 4 of the report and there being a lack of customers resulting in a reduced return.
- Splash Park income – It was agreed that the Commercial Manager would provide a written response and breakdown of this to Members. The Director of Service Delivery advised that in the new year performance reports relating to Promenade Park and the Splash Park would be brought to the Committee.

In response to a query, the Interim Chief Finance Officer advised that there was an error in the table at paragraph 4.1 of the report in respect of Development Control and this would be corrected.

The Chairperson moved the recommendations set out the report and upon a vote being taken these were duly agreed.

RESOLVED

- (i) That the forecasted 2024 / 25 revenue financial position as at 30 September 2024 as detailed in the report be noted;

- (ii) that the forecasted 2024 / 25 capital financial position as at 30 September as summarised in Appendix 2 to the report, be noted.

413. FEES AND CHARGES SCHEDULE 2025 / 26

The Committee considered the report of the Interim Chief Finance Officer reviewing the proposed 2025 / 26 fees and charges set at the discretion of the Council and forecast to generate greater than £2,000 each. Those fees and charges anticipated to forecast less than £2,000 were also detailed and it was noted that these were reviewed and set by the Interim Chief Finance Officer under delegated powers.

The proposed fees and charges for 2025 / 26 were set out in Appendix A to the report and based on the Fees and Charges Policy report recommended by this Committee (on 26 September 2024) to the Council for approval. Appendix B provided a summary of the proposed changes and further detail on the proposed car park changes recommended by the Car Park Task and Finish Group were set out in Appendix C.

During the lengthy debate that followed a number of Members commented on the proposed introduction of car parking charges in Burnham-on-Crouch. In response to concerns raised regarding the new charge, the Assistant Director – Customer Services and Operations advised that the business case and costs had been considered by the Car Parking Task and Finish Working Group, including the machine set up costs and enforcement which would be part of the Community Officer Engagement workplan. There were a number of concern raised, particularly that introduction of car parking charges in Burnham-on-Crouch would result an increase of parking on the local roads, how the Council would achieve the income suggested and there having been no consultation on the proposed change.

In response to further questions that arose during the debate the following information was provided by the Assistant Director:

- Burnham-on-Crouch pontoon mooring fees - Members were advised that the proposed mooring fee charge was £1,000 per year and only licensed vessels would be able to use the pontoon. In response to a question raised by Councillor R Pratt regarding the expected costs relating to the pontoon it was agreed that Officers would provide this information outside of the meeting.
- Charges for Right to Place Monument (Plaque on a bench) / Organised Bootcamps / Personal Training in Council-owned Parks – It was confirmed that these were the continuation of a previous charge.

Councillor N L Spenceley raised a question regarding the new charge for ‘unauthorised distribution of free literature’ seeking clarification of what ‘designated land’ referred to. In response the Director of Service Delivery advised that he would provide a written response outside of the meeting.

Councillor W Stamp referred to the proposed new charging for car parking in Burnham-on-Crouch and how if introduced it would affect the economy and tourism of the Town. She requested that Officers provide her with a written response outside of the meeting detailing how much the Council had invested in Maldon compared to Burnham-on-Crouch. In response the Director of Service Delivery advised that proportionally Maldon had more assets than Burnham-on-Crouch but Officers could review capital and revenue expenditure over the last five years and provide a response in writing. Councillor Stamp also queried why residents had not been consulted and there appeared to be no data or information to support the new charges. She asked Officers to provide her with this further information ahead of the next meeting.

Following further debate, Councillor D O Bown proposed that car parking in Burnham-on-Crouch be kept as free parking. This proposal was duly seconded.

In accordance with Procedure Rule No. 13 (3) Councillor W Stamp requested a recorded vote. This was request was duly seconded.

Councillor R H Siddall proposed that the Council agree the Fees and Charges Schedule for 2024 / 25 as set out in Appendix A apart from the car parking charges in Burnham-on-Crouch. Then that a more detailed report on the Burnham-on-Crouch car parking charges be brought to the Council for consideration. This proposal was duly seconded.

Following further discussion Councillor Siddall amended his earlier proposal, proposing that the Council agree the Fees and Charges Schedule for 2024 / 25 set out in Appendix A apart from the car parking and pontoon charges in Burnham-on-Crouch which would come back to the Council as separate items. This proposal was duly agreed.

In light of the proposal from Councillor Siddall, Councillor Stamp withdrew her earlier request for a recorded vote.

The Chairperson then moved the proposal in the name of Councillor Siddall. Councillor Stamp withdrew her request for a recorded vote at this point. Upon a vote being taken the recommendation was duly agreed.

RESOLVED

- (i) That separate reports on the car parking and pontoon charges in Burnham-on-Crouch be brought to Members for further consideration.

RECOMMENDED

- (ii) that with the exception of car parking and pontoon charges in Burnham-on-Crouch the detailed Fees and Charges Schedule for 2024 / 25 as set out in **APPENDIX A** to these Minutes, be agreed, following the Council's approval of the Fees and Charges Policy on 24 October 2024.

414. CAPITAL BIDS 2025 / 26

The Committee considered the report of the Interim Chief Finance Officer seeking Members' consideration of the 2025 / 26 Capital Projects brought forward by Officers (set out in Appendix A to the report), prior to approval of the 2025 / 26 budget and updated Medium-Term Financial Strategy (MTFS) in February 2025.

The 2025 / 26 Capital Project Bids were summarised in table 1 to the report with detailed projects sheets provided in Appendix A. Members were reminded of the groups that each capital project had been categorised into by Officers. It was noted that any revenue consequences of the approved capital projects would be included in the 2025 / 26 revenue budget.

Members were advised that two bids relating to building works and car parking at the Dengie Hundred Leisure Centre had been considered by the Finance Member Group but not recommended for inclusion at this time, pending the outcome of a new Leisure Contract award.

Members discussed in detail the Capital Project bids submitted, and in response to questions the following information was provided by Officers:

- C1 - Community Engagement Team Vehicle – It was noted that the current vehicle was not cost effective to maintain and following unresolved issues it had been deemed more cost effective to replace the vehicle.
- C3 – Tractor Side-Arm Flail – Members were advised that the proposed new piece of equipment would reduce risk and improve efficiency. The Director of Service Delivery advised that there was scope to review the amount of service provided by the Council across the District.
- C4 – Ride on Mower – The Assistant Director – Customer Services and Operations advised that the current mower was more than ten years old. Although significant work had been undertaken to resolve them, hand arm vibration issues could not be resolved. It was intended to replace the current equipment with a tractor with various attachments which would be used daily. Following discussion at the Finance Working Group Officers had determined that leasing the equipment would not be cost effective. Officers would be looking at whether there was opportunity for the Council to lease out the equipment, once purchased, but proper process to manage this would be required and it was not yet known if the income would cover the related costs.
- C10 – MDC Roads Resurfacing – Members were advised that Officers would be looking at alternatives to tarmac for this emergency road resurfacing and in relation to this they would engage with emergency services.
- C11 - Car Park Machines – The Chairperson referred to the previous decision made by the Committee, and it was noted that this capital bid related to any decision regarding the introduction (or not) of car parking charges in Burnham-on-Crouch.

Councillor R H Siddall referred to Project C3 – Tractor Side-Arm Flail and whether the tractor proposed could also be used as a mower. He then proposed that Appendix A be approved apart from Capital Bids C3 – Tractor Side-Arm Flail, C4 – Ride on Mower and C11 - Car Park Machines.

The Chairperson referred to the recommendation set out the report and reminded Members that the 2025 / 26 Capital Programme would be coming forward at the January 2025 meeting of this Committee prior to final approval by the Council.

In response to reference to C9 – Fencing and Bollards – Parks and Martins Law, the Director of Service Delivery advised that the Council had consulted with Essex Police on the reasonable steps required to protect the public from vehicles and the Council's duty to protect the public attending events at the Promenade Park. He urged Members to accept the proposal and should they require stronger protection this would need to be looked into separately.

Following further discussion, the Chairperson referred to Councillor Siddall who repeated his proposal that the capital project bids as set out in Appendix A be agreed in order to finance the 25/26 Capital Programme and recommended to the Council for approval apart from Capital Bids C3 – Tractor Side-Arm Flail, C4 – Ride on Mower and C11 - Car Park Machines. He further proposed that when the reports came back to the Council that they documented any discussions had by the Finance Working Group.

The Chairperson moved Councillor Siddall's proposal. This was duly seconded and agreed.

RESOLVED that the Capital Project Bids set out in Appendix A to the report with the exception of Capital Bids C3 – Tractor Side-Arm Flail, C4 – Ride on Mower and C11 - Car Park Machines be agreed, in order to finalise a 2025 / 26 Capital Programme which would be recommended to the Council for approval in February 2025.

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

With the permission of the Chairperson, Councillor R H Siddall referred to this being the last Committee meeting of Mr Holmes (Director of Service Delivery) as he was shortly due to retire and thanked him for his many years of service. The Committee then showed its appreciation to Mr Holmes.

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

J DRIVER
CHAIRPERSON

PLANNING AND ENVIRONMENTAL SERVICES	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
ENVIRONMENTAL HEALTH					
ENVIRONMENTAL PROTECTION					
Anti Social Behaviour Act 2003					
Fixed Penalty for Graffiti and Fly Posting S43	No	200.00	-	200.00	150.00
Anti-Social Behaviour Crime and Policing Act 2014					
Failure to comply with a community protection notice		100.00	-	100.00	500.00
Failure to comply with a public space protection order (Dog fouling and other dog restrictions)		100.00	-	100.00	500.00
Clean Neighbourhoods and Environment Act 2005					
Nuisance Parking	No	100.00	-	100.00	100.00
Fixed Penalty for failure to nominate key holder (within an alarm notification area) or failure to notify local authority in writing of nominated key holders details	No	***Delete***			86.00
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	54.00	-	54.00	53.00
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	54.00	-	54.00	53.00
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	119.17	23.83	143.00	140.00
Charge for Housing Act Enforcement (per hour)	No	59.00	-	59.00	58.00
<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>					
Licensing of houses in multiple occupation (New Licence): standard fee for 5 room house	No	1,059.00	-	1,059.00	1,036.00
charge per each additional room	No	59.00	-	59.00	58.00
Licensing of houses in multiple occupation (Renewal): standard fee for 5 room house	No	730.00	-	730.00	714.00
charge per each additional room	No	59.00	-	59.00	58.00
Request for housing inspection for immigration purposes	No	207.00	-	207.00	203.00
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		1,000.00	-	1,000.00	1,000.00
Failure to produce waste documentation (commercial)		***Delete***			600.00
Household waste duty of care- Environmental Protection Act 1990, s34ZA		600.00	-	600.00	600.00
Failure to produce a waste transfer note- Environmental Protection Act 1990, s34A		300.00	-	300.00	600.00
Unauthorised distribution of free literature on designated land (Environmental Protection Act 1990 s88)		150.00	-	150.00	***New***
Noise Act 1996					
Fixed Penalty for noise from dwellings S8	No	110.00	-	110.00	107.00
Noise exceeding permitted level – licensed premises (Noise Act 1996 s8)	No	500.00	-	500.00	***New***
FOOD SAFETY AND HYGIENE					
Export certificate: one off	No	59.00	-	59.00	58.00
Food Safety revisit	No	192.00	-	192.00	188.00
Replacement Food Hygiene Rating Service (FHRS) sticker	No	11.00	-	11.00	11.00
Sale of Safer Food, Better Business (SFBB) packs	No	29.00	-	29.00	28.00
Private Water Supplies					
Risk assessment (per hour of officer time maximum £500)	No	59.00	-	59.00	58.00
Private water supply sampling		Recovery of costs			
Skin Piercing Activities					
Ear piercing, electrolysis, tattooing, acupuncture: per practitioner	No	98.00	-	98.00	96.00
per premises	No	317.00	-	317.00	310.00
GAMBLING ACT 2005					
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
Application Fee for Premises with Provisional Statement					
Adult gaming centre	No	1,238.00	-	1,238.00	1,238.00
Betting premises (other)	No	1,238.00	-	1,238.00	1,238.00
Betting premises (track)	No	985.00	-	985.00	985.00
Bingo premises	No	1,238.00	-	1,238.00	1,238.00
Casino premises (large)	No	5,158.00	-	5,158.00	5,158.00

PLANNING AND ENVIRONMENTAL SERVICES	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
Casino premises (regional)	No	8,254.00	-	8,254.00	8,254.00
Casino premises (small)	No	3,095.00	-	3,095.00	3,095.00
Family entertainment centre	No	985.00	-	985.00	985.00

PLANNING AND ENVIRONMENTAL SERVICES	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
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					
Animal Licensing					
<i>Fees are comprising of Part A (covering the cost of the application) and Part B (costs of issuing and associated activities). If a licence is refused then only Part B fees will be refunded.</i>					
Animal boarding establishments - new application	No	750.00	-	750.00	734.00
Animal boarding establishments - renewal	No	412.00	-	412.00	403.00
Animal home boarding - new application	No	657.00	-	657.00	643.00
Animal home boarding - renewal	No	381.00	-	381.00	373.00
Dangerous wild animal	No	421.00	-	421.00	412.00
Dog breeding establishments - new application	No	638.00	-	638.00	624.00
Dog breeding establishments - renewal	No	524.00	-	524.00	513.00
Pet shop - new application	No	811.00	-	811.00	794.00
Pet shop - renewal	No	473.00	-	473.00	463.00
Riding establishments - new application	No	680.00	-	680.00	665.00
Riding establishments - renewal	No	449.00	-	449.00	439.00
Zoo licence (individually determined fees)	No	Recovery of costs			
<i>Any costs incurred by the Council in processing a licensing application (e.g. vet's fees) are charged to the applicant.</i>					
Doggy Day Care	No	781.00	-	781.00	764.00
Doggy Day Renewal	No	473.00	-	473.00	463.00
Exhibition	No	811.00	-	811.00	794.00
Exhibition Renewal	No	657.00	-	657.00	643.00
*** New Charges ***					
Licence variation		77.00		77.00	75.00
Licence revisit to rescore		179.00		179.00	175.00
Hackney Carriage Licences					
Driver licence (Hackney or Dual) - 3 yrs duration	No	292.00	-	292.00	286.00
Vehicle licence (excludes vehicles test) - 1 yr duration	No	293.00	-	293.00	287.00
<i>Vehicle Licence fee reduced for wheelchair accessible vehicles 25%</i>					
Private Hire Licences					
Driver licence (Private Hire (PH) or Dual) - 3 yrs duration	No	292.00	-	292.00	286.00
Private Hire operators licence (1 car) - 5yrs duration	No	282.00	-	282.00	276.00
Vehicle licence (excludes vehicles test) - 1 yr duration	No	293.00	-	293.00	287.00
<i>Vehicle Licence fee reduced for wheelchair accessible vehicles 25%</i>					
Town and Police Clauses Act 1847					
Street closures admin charge	Yes	90.00	18.00	108.00	106.00
+ Street closures press advert recovery of cost	Yes	Recovery of costs			
Local Government Miscellaneous Provisions Act 1982					
Sex establishment licence: application	No	3,350.00	-	3,350.00	3,278.00
renewal	No	670.00	-	670.00	656.00
variation	No	268.00	-	268.00	262.00
MOBILE HOMES ACT 2013					
<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	386.00	-	386.00	378.00
Deposit of Site Rules	No	72.00	-	72.00	70.00
Annual Fee					
Band 2 (9-24 Pitches)	No	327.00	-	327.00	320.00
Band 3 (25-99 Pitches)	No	552.00	-	552.00	540.00
Band 4 (100-199 Pitches)	No	867.00	-	867.00	848.00
Band 5 (more than 200 Pitches)	No	1,116.00	-	1,116.00	1,092.00
New Site Licence Application and renewals					
Band 1 (1-8 Pitches)	No	731.00	-	731.00	715.00
Band 2 (9-24 Pitches)	No	837.00	-	837.00	819.00
Band 3 (25-99 Pitches)	No	1,158.00	-	1,158.00	1,133.00
Band 4 (100-199 Pitches)	No	1,396.00	-	1,396.00	1,366.00
Band 5 (more than 200 Pitches)	No	1,687.00	-	1,687.00	1,651.00
Application to amend a site Licence fee					
Band 1 (1-8 Pitches)	No	428.00	-	428.00	419.00
Band 2 (9-24 Pitches)	No	439.00	-	439.00	430.00
Band 3 (25-99 Pitches)	No	458.00	-	458.00	448.00

PLANNING AND ENVIRONMENTAL SERVICES	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
Band 4 (100-199 Pitches)	No	463.00	-	463.00	453.00
Band 5 (more than 200 Pitches)	No	493.00	-	493.00	482.00

PLANNING AND ENVIRONMENTAL SERVICES	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
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	224.00	-	224.00	219.00
Scrap metal dealers collectors licence renewal (3yrs duration)	No	174.00	-	174.00	170.00
Scrap metal dealers site licence (3yrs duration)	No	425.00	-	425.00	416.00
Scrap metal dealers site licence renewal (3yrs duration)	No	353.00	-	353.00	345.00
Scrap metal dealers variation of a licence	No	104.00	-	104.00	102.00
Scrap metal dealers additional site	No	77.00	-	77.00	75.00
ENVIRONMENTAL WASTE					
RECYCLING					
Green bins: standard annual fee	No	72.00	-	72.00	70.00
(standard fee: half year pro rata for new customers)	No	29.00	-	29.00	28.00
Isolated properties annual fee		39.00	-	39.00	35.00
Purchase of Green Bin including Delivery	No	37.00	-	37.00	35.00
REFUSE COLLECTION					
Household Bulky Waste - 1 to 3 items	No	46.00	-	46.00	45.00
Household Bulky Waste - 4 to 6 items	No	92.00	-	92.00	90.00
Household Bulky Waste - 7 to 9 items	No	138.00	-	138.00	135.00
Household Bulky Waste - 10 to 12 items (maximum)	No	184.00	-	184.00	180.00
Where at least 1 item is Upholstered Furniture (additional cost to above)		16.00	-	16.00	16.00
REFUSE DISPOSAL					
Abandoned vehicles		200.00	-	200.00	200.00
NEW PROPERTIES (6 or more properties)					
Cost per refuse / recycling container to developers including delivery	No	75.00	-	75.00	70.00
STRAY DOGS					
Stray dog destruction fee				Recovery of costs	
Statutory Fine for a stray dog	No	25.00	-	25.00	***New***
Administration Fee	No	74.00	-	74.00	72.00
Admin Fee	No	28.00	-	28.00	27.00
Kenneling per night	No			Recovery of costs	
Vets fees				Recovery of costs	
STREET CLEANSING					
Return of abandoned trolleys	No	55.00	-	55.00	54.00

SERVICE DELIVERY	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
CEMETERIES					
Search in burial register	Yes	35.83	7.17	43.00	42.00
Use of chapel	No	271.00	-	271.00	265.00
Plot choosing: burial ex woodland non-resident	No	740.00	-	740.00	724.00
burial ex woodland resident	No	370.00	-	370.00	362.00
Plot choosing: cremated remains non-resident	No	247.00	-	247.00	242.00
Plot choosing: cremated remains resident	No	123.00	-	123.00	120.00
Cancellation Fee (Less than 48 hours)	No	275.00	-	275.00	269.00
Saturday Service for Ashes Only	No	150.00	-	150.00	***New***
Bronze Memorial Plaques					
Plaque on plinth: 6" x 4"	Yes	425.83	85.17	511.00	500.00
Brass plaque 6" x 4"	No	228.00	-	228.00	223.00
Brass plaque 7" x 5"	No	240.00	-	240.00	235.00
Brass plaque on stake 6" x 4" Cremation plots only	No	228.00	-	228.00	223.00
Brass plaque on stake 7" x 5" Cremation plots only	No	240.00	-	240.00	235.00
Perspex plaque on stake 5" x 3" Cremation plots only	No	170.00	-	170.00	166.00
Cremation Headstone Fees					
Memorial with first 60 characters - Resident	No	1,227.00	-	1,227.00	***New***
Memorial with first 60 characters - None Resident	No	1,227.00	-	1,227.00	***New***
Blank memorial pre-purchase - Resident	No	920.00	-	920.00	***New***
Blank memorial pre-purchase - None Resident	No	920.00	-	920.00	***New***
Inscription on a pre-purchased memorial (first 60 characters)	No	350.00	-	350.00	***New***
Additional characters on headstone or vases (per character)	No	4.10	-	4.10	***New***
Optional Extras:					
Stone chippings	No	66.50	-	66.50	***New***
Granite heart or book (includes 60 characters)	No	358.00	-	358.00	***New***
Photograph	No	337.50	-	337.50	***New***
Replacement granite vase (6" x 6")	No	105.00	-	105.00	***New***
Replacement flower holder	No	25.00	-	25.00	***New***
Charges for Right to Place Monument					
Under 18 years			Free		
Additional inscription	No	104.00	-	104.00	102.00
Full kerb set	No	278.00	-	278.00	272.00
Full kerb set and headstone up to 1m	No	407.00	-	407.00	398.00
Headstone up to 1m	No	191.00	-	191.00	187.00
Plaque on a Bench (8" x 2.5") 10 year leave agreement (New Charge)	No	740.00	-	740.00	724.00
Other memorials (cremated remains memorials)	No	136.00	-	136.00	133.00
Exclusive Right of Burial - Non Resident					
10 Year (top up for existing Exclusive Right of Burial (ERB) only)	No	518.00	-	518.00	507.00
10 Year (top up for existing Exclusive right of burial only child)	No	271.00	-	271.00	265.00
10 Year top up for cremated remains existing ERB only child	No	136.00	-	136.00	133.00
11 Year top up for cremated remains existing ERB only Adult	No	259.00	-	259.00	253.00
50 years next in line burial child	No	863.00	-	863.00	844.00
50 years next in line burial adult	No	1,725.00	-	1,725.00	1,688.00
50 years next in line cremated remains child	No	370.00	-	370.00	362.00
50 years next in line cremated remains adult	No	740.00	-	740.00	724.00
99 years next in line cremated remains child	No	617.00	-	617.00	604.00
99 years next in line cremated remains adult	No	1,233.00	-	1,233.00	1,206.00
99 years next in line burial adult	No	2,465.00	-	2,465.00	2,412.00
99 years next in line burial child	No	1,233.00	-	1,233.00	1,206.00
Transfer of exclusive rights of burial	No	87.00	-	87.00	85.00

SERVICE DELIVERY	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
Exclusive Right of Burial - Resident					
10 years top up for existing ERBs only adult	No	259.00	-	259.00	253.00
10 years top up for existing ERBs only child	No	130.00	-	130.00	127.00
10 years top up for cremated remains existing ERB only adult	No	136.00	-	136.00	133.00
10 year top up for cremated remains existing ERB only child	No	68.00	-	68.00	67.00
50 years next in line burial adult	No	863.00	-	863.00	844.00
50 years next in line burial child	No	431.00	-	431.00	422.00
50 years next in line cremated remains child	No	184.00	-	184.00	180.00
50 years next in line cremated remains adult	No	370.00	-	370.00	362.00
99 years next in line cremated remains child	No	309.00	-	309.00	302.00
99 years next in line cremated remains adult	No	617.00	-	617.00	604.00
99 years next in line burial adult	No	1,233.00	-	1,233.00	1,206.00
99 years next in line burial child	No	617.00	-	617.00	604.00
Interment - Non Resident					
Under 18 years (no charge to customer)	No	1,233.00	-	1,233.00	1,206.00
18 years and over burial	No	2,465.00	-	2,465.00	2,412.00
Under 18 years (no charge to customer)	No	309.00	-	309.00	302.00
18 years and over cremated remains	No	617.00	-	617.00	604.00
Scattering of ashes: under 18 years (No charge to the customer)	No	110.00	-	110.00	108.00
18 years and over	No	210.00	-	210.00	205.00
Interment - Resident					
Under 18 years (no charge to customer)	No	617.00	-	617.00	604.00
18 years and over burial	No	1,233.00	-	1,233.00	1,206.00
Under 18 years (no charge to customer)	No	142.00	-	142.00	139.00
18 years and over cremated remains	No	278.00	-	278.00	272.00
Scattering of ashes: under 18 years (No charge to the customer)	No	56.00	-	56.00	55.00
18 years and over	No	87.00	-	87.00	85.00
scattering at sea all ages	No	554.00	-	554.00	542.00
Disinterment of cremated remains	No	431.00	-	431.00	422.00
Exhumation of coffin	No	Price on request			
Memorialisation Scheme					
Memorial tree including planting	Yes	293.33	58.67	352.00	344.00
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:					
Weekdays 8am - 5pm (max stay 2 hrs)					
Up to 1 hr		1.17	0.23	1.40	1.30
Up to 2hrs		1.58	0.32	1.90	1.80
Weekends					
Pay and display: Saturday (8am to 5pm) up to 1 hour	Yes	0.92	0.18	1.10	1.30
Saturday (8am to 5pm) 1 to 2 hours	Yes	1.25	0.25	1.50	1.80
Saturday (8am to 5pm) 2 to 3 hours	Yes	2.08	0.42	2.50	2.40
Saturday (8am to 5pm) 3 to 4 hours	Yes	2.83	0.57	3.40	3.20
Saturday (8am to 5pm) over 4 hours	Yes	4.75	0.95	5.70	5.40
Saturday Evening 5pm to 10pm	Yes	1.67	0.33	2.00	1.90
Sunday All Day and Bank Holidays					
Pay & display: up to 1 hour	Yes	0.92	0.18	1.10	1.90
1 to 3 hours	Yes	1.25	0.25	1.50	1.90
all day	Yes	4.75	0.95	5.70	1.90
Season ticket: annual	Yes	587.50	117.50	705.00	671.25

SERVICE DELIVERY	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
Butt Lane (Monday to Saturday - 8am to 5pm)					
Pay & display: up to 1 hour	Yes	1.17	0.23	1.40	1.30
1 to 2 hours	Yes	1.58	0.32	1.90	1.80
2 to 3 hours	Yes	2.08	0.42	2.50	2.40
3 to 4 hours	Yes	2.83	0.57	3.40	3.20
over 4 hours	Yes	4.75	0.95	5.70	5.40
Weekday and Saturday Evening (5pm to 10pm)	Yes	1.67	0.33	2.00	1.90
Sunday and bank holidays					
Pay & display: up to 1 hour	Yes	1.04	0.26	1.10	1.90
1 to 3 hours	Yes	1.60	0.40	1.50	1.90
all day		4.32	1.08	5.70	1.90
Season ticket: annual	Yes	689.17	137.83	827.00	788.00
6 months	Yes	345.00	69.00	414.00	394.00
monthly	Yes	61.25	12.25	73.50	70.00
Friary Fields (Monday to Saturday - 8am to 5pm)					
Pay & display: up to 3 hours	Yes	2.08	0.42	2.50	2.40
3 to 4 hours	Yes	2.83	0.57	3.40	3.20
over 4 hours	Yes	4.75	0.95	5.70	5.40
Weekday and Saturday Evening (5pm to 10pm)	Yes	1.67	0.33	2.00	1.90
Sunday All Day and Bank Holidays			***Delete***		1.90
			-		
Sunday All Day and bank holidays:					
Pay & display: up to 1 hour	Yes	0.92	0.18	1.10	1.90
1 to 3 hours	Yes	1.25	0.25	1.50	1.90
all day	Yes	4.75	0.95	5.70	1.90
Season ticket: annual	Yes	689.17	137.83	827.00	788.00
6 months	Yes	345.00	69.00	414.00	394.00
monthly	Yes	61.25	12.25	73.50	70.00
High St. East (Monday to Saturday - 8am to 5pm)					
Pay and display: up to 1 hour	Yes	1.17	0.23	1.40	1.30
1 to 2 hours	Yes	1.58	0.32	1.90	1.80
2 to 3 hours	Yes	2.08	0.42	2.50	2.40
3 to 4 hours	Yes	2.83	0.57	3.40	3.20
over 4 hours	Yes	4.75	0.95	5.70	5.40
Weekday and Saturday Evening (5pm to 10pm)	Yes	1.67	0.33	2.00	1.90
Sunday All Day and bank holidays:					
Pay & display: up to 1 hour	Yes	0.92	0.18	1.10	1.90
1 to 3 hours	Yes	1.25	0.25	1.50	1.90
all day	Yes	4.75	0.95	5.70	1.90
Season ticket: annual	Yes	689.17	137.83	827.00	788.00
6 months	Yes	345.00	69.00	414.00	394.00
monthly	Yes	61.25	12.25	73.50	70.00
Hythe Quay					
Season ticket: Annual		125.00	25.00	150.00	143.00
Maldon Promenade (Monday to Sunday - 8am to Closing)					
Car: up to 1 hour	Yes	1.40	0.28	1.70	1.60
1 to 2 hours	Yes	2.80	0.56	3.40	3.20
2 to 5 hours			***Delete***		8.00
all day	Yes	6.67	1.33	8.00	11.00
Coach: up to 2 hours			***Delete***		12.00
all day	Yes	8.33	1.67	10.00	24.00
Residents season ticket	Yes	689.17	137.83	827.00	788.00
Residents season ticket (two hours per day)	Yes	135.00	27.00	170.00	162.00

SERVICE DELIVERY	VAT	Charge £	VAT £	2025/26 £	2024/25 £
Market Site					
Season ticket: annual	Yes	689.17	137.83	827.00	870.00
6 months	Yes	345.00	69.00	414.00	435.00
monthly	Yes	61.25	12.25	73.50	78.00
Silver Street					
Season ticket: annual	Yes	689.17	137.83	827.00	788.00
6 months	Yes	345.00	69.00	414.00	394.00
monthly		Pro rata charge			
White Horse Lane (Monday to Saturday - 8am to 5pm)					
Pay & display: up to 1 hour	Yes	1.17	0.23	1.40	1.30
1 to 2 hours	Yes	1.58	0.32	1.90	1.80
2 to 3 hours	Yes	2.08	0.42	2.50	2.40
3 to 4 hours	Yes	3.92	0.78	4.70	4.50
over 4 hours	Yes	9.33	1.87	11.20	10.70
Weekday and Saturday Evening (5pm to 10pm)	Yes	1.67	0.33	2.00	1.90
Sunday All Day and bank holidays:					
Pay & display: up to 1 hour	Yes	1.08	0.22	1.30	1.90
1 to 3 hours	Yes	1.67	0.33	2.00	1.90
all day	Yes	8.33	1.67	10.00	1.90
Maldon Schools permit	Yes	237.50	47.50	285.00	271.00
Foundry Lane Burnham on Crouch (Monday to Saturday 8am to 5pm)					
Pay & display: up to 1 hour		0.88	0.22	1.10	***New***
1 to 2 hours		1.28	0.32	1.60	***New***
2 to 3 hours		1.68	0.42	2.10	***New***
3 to 4 hours		2.56	0.64	3.20	***New***
Sunday and Bank Holidays		1.60	0.40	2.00	***New***
Millfields Burnham on Crouch (Monday to Saturday 8am to 5pm)					
Pay & display: up to 1 hour		0.88	0.22	1.10	***New***
1 to 2 hours		1.28	0.32	1.60	***New***
2 to 3 hours		1.68	0.42	2.10	***New***
3 to 4 hours		2.56	0.64	3.20	***New***
All day		4.24	1.06	5.30	***New***
Sunday and Bank Holidays		1.60	0.40	2.00	***New***
Riverside Park Burnham on Crouch (Monday to Saturday 8am to 5pm)					
Pay & display: up to 1 hour		0.88	0.22	1.10	***New***
1 to 2 hours		1.28	0.32	1.60	***New***
2 to 3 hours		1.68	0.42	2.10	***New***
3 to 4 hours		2.56	0.64	3.20	***New***
All day		4.24	1.06	5.30	***New***
Sunday and Bank Holidays		1.60	0.40	2.00	***New***
White Horse Lane					
Maldon Schools permit	Yes	285.00	57.00	285.00	271.00
Town Centre Car Parks					
Residents season ticket (Monday 5pm-10pm All Day Sunday)	Yes	85.42	17.08	102.50	97.60
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	89.17	17.83	107.00	102.00
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	

SERVICE DELIVERY	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
Beach Hut Hire - Promenade Park					
Daily Charge					
High-Season (April - September)		49.17	9.83	59.00	58.00
Low-Season (October - March)		31.67	6.33	38.00	37.00
FUNFAIRS AND CIRCUSES - Minimum of:					
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	1,568.00	-	1,568.00	1,534.00
Cast iron bench	No	1,593.00	-	1,593.00	1,559.00
Advertising and Sponsorship					
Events Banners per week (main gate entrances on railings x2 + free elec)	Yes		Price on application		
Events Banners per week (<i>community / charity</i>)	Yes	31.67	6.33	38.00	37.00
Internal park adverts To Be Advised (TBA) (<i>per week</i>)	Yes	31.67	6.33	38.00	37.00
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 eve	Yes	42.50	8.50	51.00	50.00
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		
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	80.00	-	80.00	78.00
Off Peak Time					
Daily charge	No	49.00	-	49.00	48.00
Pop Up Trading					
Peak Time (School Holidays/Bank Holidays/ Event Days)					
Market Stall (Frame with Canopy)	No	87.00	-	87.00	85.00
Wheelie Cart	No	68.00	-	68.00	67.00
Wheelie Cart including Fridge	No	74.00	-	74.00	72.00
Electricity	Yes		Price on application		
Off Peak Time			-		
Market Stall (Frame with Canopy)	No	74.00	-	74.00	72.00
Wheelie Cart	No	56.00	-	56.00	55.00
Wheelie Cart including Fridge	No	61.00	-	61.00	60.00
Electricity	Yes		Price on application		

SERVICE DELIVERY	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
ROUNABOUT SPONSORSHIP					
1 Year agreement - Maldon Town site	Yes			Price on application	
1 Year agreement - Other district site	Yes			Price on application	
3 Year agreement - Maldon Town site	Yes			Price on application	
3 Year agreement - Other district site	Yes			Price on application	
Landscaping scheme (minimum 5 years)	Yes			Price on application	
1 Year Boundary sign Agreement	Yes			Price on application	
PARKS AND SPORTS PITCHES					
Cricket (per game)					
Adult	Yes	90.83	18.17	109.00	107.00
Junior	Yes	52.50	10.50	63.00	62.00
Sports pitch use - parking season ticket (per club)	Yes	132.50	26.50	159.00	156.00
Football (per game)					
Adult	Yes	56.67	11.33	68.00	67.00
Junior	Yes	41.67	8.33	50.00	49.00
Changing rooms (only)	Yes	11.67	2.33	14.00	14.00
Sports pitch use - parking season ticket (per team)	Yes	132.50	26.50	159.00	156.00
Sports club training / structured activities		10.83	2.17	13.00	13.00
Mini Soccer					
Juniors	Yes	34.17	6.83	41.00	40.00
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	153.33	30.67	184.00	180.00
6 Month Licence (up to 3 hours per week)	Yes	225.83	45.17	271.00	265.00
12 Month Licence (up to 5 hours per week)	Yes	359.17	71.83	431.00	422.00
RIVERS					
Moorings					
Annual charge: up to 7.99 metres	Yes	153.33	30.67	184.00	180.00
8 to 9.99 metres	Yes	250.83	50.17	301.00	295.00
10 to 14.99 metres	Yes	349.17	69.83	419.00	410.00
15 metres and above	Yes	461.67	92.33	554.00	542.00
Mooring registration fee	Yes	139.17	27.83	167.00	163.00
Transfer of mooring				50% of annual mooring fee	
Residential Mooring Charges					
up to 9.99 metres (per month)		205.83	41.17	247.00	242.00
10 to 14.99 metres (per month)		190.00	38.00	228.00	223.00
15 metres and above (per month)		381.67	76.33	458.00	448.00
Wharfage - Hythe Quay Maldon and Burnham Pontoon					
Daily fees: vessels and multihulls	Yes	22.50	4.50	27.00	26.00
Annual fees: Available to Fully Rigged Thames Sailing barges operator	Yes	3,449.45	689.89	2,644.00	2,587.09
(annual fee can be paid quarterly with no penalty)	Yes	862.36	172.47	661.00	646.78
Monthly fees: Available to Fully Rigged Thames Sailing barges operator	Yes	316.48	63.30	243.00	237.36
Weekly Fee: as per daily rate multiplied by 7, no rate change.	Yes	157.50	31.50	186.00	182.03
240/32 Amp Supply - Daily Charge (Maldon)	yes	5.00	1.00	6.00	6.00
Static Events on vessels using the Hythe Quay / Burnham (Daily charge)	Yes	144.17	28.83	173.00	169.00
Exclusive use of visitor pontoons Maldon / Burnham (Daily charge)	Yes	144.17	28.83	173.00	169.00
Visitor Pontoon - Weekly Winter charge Oct - April (Maldon)	yes	72.50	14.50	87.00	85.00
Burnham On Crouch Pontoon (Commercial Mooring only)				1,000.00	***New***
Commercial team					
Box Office services - commission rate to be set at 10% unless agreed by MDC					
Commercial Services Marketing - Price on enquiry					

PLANNING SERVICES	VAT	Charge	VAT	2025/26	2024/25
		£	£	£	£
BUILDING CONTROL					
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)		16.00	-	16.00	16.00
DEVELOPMENT CONTROL					
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	38.33	7.67	46.00	45.00
Other Development Control					
High Hedge Complaints	Yes	628.33	125.67	754.00	738.00
Section 106					
S106 Monitoring Fee - Basic with no funding clauses and standard wording	Yes	110.00	22.00	132.00	***New***
S106 Major 10 houses and under with funding clauses	Yes	673.00	134.60	807.60	***New***
S106 Major over 10 houses and under 100 with funding clauses	Yes	877.00	175.40	1,052.40	***New***
S106 Major over 100 houses with funding and bespoke clauses	Yes	1,315.00	263.00	1,578.00	***New***
Street Naming and Numbering					
Adding / removing a name	No	58.00	-	58.00	57.00
Renaming / renumbering a property	No	58.00	-	58.00	57.00
Naming / numbering 1-5 properties (per property) inc flats*	No	87.00	-	87.00	85.00
Naming / numbering 6-25 properties (per property) inc flats*	No	39.00	-	39.00	38.00
Naming / numbering 26-75 properties (per property) inc flats*	No	32.00	-	32.00	31.00
Naming / numbering 76+ properties (per property) inc flats*	No	25.00	-	25.00	24.00
Naming a street (per street)**	No	127.00	-	127.00	124.00
Change to development after notification	No	62.00	-	62.00	61.00
Street renaming at residents request	No	189.00	-	189.00	185.00
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					
Premises exempt as per legislation: church halls, village halls & non-commercial venues					
CON29 (part 1): standard fee	Yes	155.83	31.17	187.00	183.00
additional fee for non-residential searches	Yes	28.33	5.67	34.00	33.00
LLC1		***Delete***			
additional fee for non-residential searches		***Delete***			
CON290 (part 2) enquiry - per question: Q4-5 only (if purchased with full search)	Yes	20.00	4.00	24.00	23.00
Q6-21	Yes	20.00	4.00	24.00	23.00
Q22 only	Yes	28.33	5.67	34.00	33.00
Additional enquiry	Yes	40.83	8.17	49.00	48.00
Additional parcel of land LLC1		***Delete***			
Additional parcel of land CON29	Yes	20.00	4.00	24.00	23.00
Copy of duplicate search	Yes	11.67	2.33	14.00	14.00
Search confirmation (up to 3mths old)	Yes	11.67	2.33	14.00	14.00
Personal Searches					
CON29R standard enquiry (when viewed in person)		Free			
Local land charges register (in person): print out		***Delete***			
view		***Delete***			
Local land charges LLC1 certificated		***Delete***			
					28.00

PLANNING SERVICES Pre-Application Fees and Charges 2025/26

				2025/26	2024/25
Further Details		Cost (£)	20% VAT (£)	Total (£)	Total (£)
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).	25.55	5.11	30.66	30.00
Application Validation	Reviewing application forms and charging for incorrect completion.	25.55	5.11	30.66	30.00
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.	134.56	26.91	161.48	158.00
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.	254.65	50.93	305.58	299.00
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	134.56	26.91	161.48	158.00
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	254.65	50.93	305.58	299.00
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	337.26	67.45	404.71	396.00
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	757.98	151.60	909.58	890.00
Medium development (Written advice)	Includes proposals for: 5-9 residential units or gross external floorspace of 500-999m2	505.89	101.18	607.07	594.00
Medium development (Meeting* with Planning Officer of no more than one hour and written advice)	Includes proposals for: 5-9 residential units or gross external floorspace of 500-999m2	910.43	182.09	1,092.52	1,069.00
Major development (Written advice)	Includes proposals for: 10-20 residential units Non-residential development with a gross external floorspace over 1,000m2	910.43	182.09	1,092.52	1,069.00
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	1,820.01	364.00	2,184.01	2,137.00
Strategic Proposals (Planning Performance Agreements) (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 or six dwellings 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 turbines of 30m or more. Any Solar energy proposals whose output capacity is 1Mw or more or which proposes 4,000 or more solar panels. Energy from Waste Scheme which is 1KW capacity or more.	Individually determined at full cost recovery			

PLANNING SERVICES Pre-Application Fees and Charges 2025/26

				2025/26	2024/25
Minor Alterations to Listed Building (Written advice)	Only available for very minor and non-Complex advice. This would include replacement windows. This only relates to development that does not fall within any category above. In those instances where it does the higher fee will be required.	101.35	20.27	121.62	119.00
Alterations/Extension to Listed Building (Written advice)	Includes proposals for: Alterations to a listed building Extensions and additions to a listed building Demolition of an unlisted building within a conservation area This only relates to development that does not fall within any category above. In those instances where it does the higher fee will be required.	337.26	67.45	404.71	396.00
Alterations/Extension to Listed Building (Meeting* with Planning Officer of no more than one hour and written advice)	Includes proposals for: Alterations to a listed building Extensions and additions to a listed building Demolition of an unlisted building within a conservation area This only relates to development that does not fall within any category above. In those instances where it does the higher fee will be required.	822.71	164.54	987.25	966.00
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.	254.65	50.93	305.58	299.00
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.	740.95	148.19	889.14	870.00
Minor Tree advice (Tree within a conservation area only) (Written advice)	Includes proposals for: Works to 1-4 individually listed trees	101.35	20.27	121.62	119.00
Minor Tree advice (TPOs only) (Written advice)	Includes proposals for: Works to 1-4 individually listed trees Replacement of 1-4 individually listed trees	134.56	26.91	161.48	158.00
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	337.26	67.45	404.71	396.00
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	675.37	135.07	810.45	793.00
Inspection of compliance with Enforcement Notice	Written confirmation that an enforcement notice has been complied with.	337.26	67.45	404.71	396.00
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	254.65	50.93	305.58	299.00
Compliance with S.106 Agreement requests	Written confirmation that all/some S.106 obligations have been agreed	181.41 per obligation	36.28	217.69	213.00
Planning History requests	Includes, but not exclusively: Written confirmation of any restrictions imposed on a site on a site. Confirmation of authorised use of a site Confirmation of an absence of an agricultural occupancy condition	254.65	50.93	305.58	299.00
Writing off an Enforcement Notice	Where residents want an enforcement notice lifted	300.00	60.00	360.00	***New***
Pre App pre sale meeting for Listed Buildings	Discussing a listed building with a prospective purchaser to help them understand their responsibility	150.00	30.00	180.00	***New***

*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
2025/26

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%		2025/26	2025/26	2025/26	2025/26	2024/25	2024/25	2024/25	2024/25		
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	253.00	634.00	975.00	1,242.00	248.00	620.00	954.00	1,215.00		
		VAT	50.60	126.80	195.00	-	49.60	124.00	190.80	-		
		Total	303.60	760.80	1,170.00	1,242.00	297.60	744.00	1,144.80	1,215.00		
H02	2 Plots	Net	380.00	1,013.00	1,532.00	1,950.00	372.00	991.00	1,499.00	1,908.00		
		VAT	76.00	202.60	306.40	-	74.40	198.20	299.80	-		
		Total	456.00	1,215.60	1,838.40	1,950.00	446.40	1,189.20	1,798.80	1,908.00		
H03	3 Plots	Net	444.00	1,393.00	2,019.00	2,570.00	434.00	1,363.00	1,976.00	2,515.00		
		VAT	88.80	278.60	403.80	-	86.80	272.60	395.20	-		
		Total	532.80	1,671.60	2,422.80	2,570.00	520.80	1,635.60	2,371.20	2,515.00		
H04	4 Plots	Net	507.00	1,773.00	2,507.00	3,192.00	496.00	1,735.00	2,453.00	3,123.00		
		VAT	101.40	354.60	501.40	-	99.20	347.00	490.60	-		
		Total	608.40	2,127.60	3,008.40	3,192.00	595.20	2,082.00	2,943.60	3,123.00		
H05	5 Plots	Net	569.00	2,152.00	2,995.00	3,812.00	557.00	2,106.00	2,931.00	3,730.00		
		VAT	113.80	430.40	599.00	-	111.40	421.20	586.20	-		
		Total	682.80	2,582.40	3,594.00	3,812.00	668.40	2,527.20	3,517.20	3,730.00		
Flats												
F01	1	Net	253.00	634.00	975.00	1,242.00	248.00	620.00	954.00	1,215.00		
		VAT	50.60	126.80	195.00	-	49.60	124.00	190.80	-		
		Total	303.60	760.80	1,170.00	1,242.00	297.60	744.00	1,144.80	1,215.00		
F02	2	Net	380.00	824.00	1,323.00	1,685.00	372.00	806.00	1,295.00	1,649.00		
		VAT	76.00	164.80	264.60	-	74.40	161.20	259.00	-		
		Total	456.00	988.80	1,587.60	1,685.00	446.40	967.20	1,554.00	1,649.00		
F03	3	Net	444.00	1,013.00	1,602.00	2,039.00	434.00	991.00	1,568.00	1,995.00		
		VAT	88.80	202.60	320.40	-	86.80	198.20	313.60	-		
		Total	532.80	1,215.60	1,922.40	2,039.00	520.80	1,189.20	1,881.60	1,995.00		
F04	4	Net	507.00	1,203.00	1,880.00	2,394.00	496.00	1,177.00	1,840.00	2,342.00		
		VAT	101.40	240.60	376.00	-	99.20	235.40	368.00	-		
		Total	608.40	1,443.60	2,256.00	2,394.00	595.20	1,412.40	2,208.00	2,342.00		
F05	5	Net	569.00	1,393.00	2,159.00	2,748.00	557.00	1,363.00	2,113.00	2,689.00		
		VAT	113.80	278.60	431.80	-	111.40	272.60	422.60	-		
		Total	682.80	1,671.60	2,590.80	2,748.00	668.40	1,635.60	2,535.60	2,689.00		
Conversion to												
V01	Single Dwelling-House	Net	253.00	759.00	1,114.00	1,419.00	248.00	743.00	1,090.00	1,388.00		
		VAT	50.60	151.80	222.80	-	49.60	148.60	218.00	-		
		Total	303.60	910.80	1,336.80	1,419.00	297.60	891.60	1,308.00	1,388.00		
V02	Single Flat	Net	253.00	634.00	975.00	1,242.00	248.00	620.00	954.00	1,215.00		
		VAT	50.60	126.80	195.00	-	49.60	124.00	190.80	-		
		Total	303.60	760.80	1,170.00	1,242.00	297.60	744.00	1,144.80	1,215.00		
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 application a full appraisal and testing will be carried out.			266.00	338.00	This charge relates to a first fix pre-plaster inspection and final testing on completion. For Regularisation application a full appraisal and testing will be carried out.			260.00	331.00
		VAT				53.20	-				52.00	-
		Total				319.20	338.00				312.00	331.00

Where Standard Charges are not applicable please contact Building Control on 01621 876235

TABLE B - WORK TO A SINGLE DWELLING
2025/26

Limited to work not more than 3 storeys above ground level

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%		2025/26	2025/26	2025/26	2025/26	2025/26	2025/26	2025/26	2024/25	2024/25	2024/25	2024/25	2024/25	2024/25	2024/25	
Code	Extension & New Build		Full Plans		Full Plans - Multiple work reductions only **		Building	Multiple work reductions only	Regularisation	Full Plans		Full Plans - Multiple work reductions only **		Building		Multiple work reductions only	Regularisation
			Plan Charge	Inspection Charge *	Plan Charge at 50% reduced rate**	Inspection Charge * at 50% reduced rate **	Notice Charge *	Building Notice Charge * at 50% reduced rate **	Charge *	Plan Charge	Inspection Charge *	Plan Charge at 50% reduced rate**	Inspection Charge * at 50% reduced rate **	Notice	Charge *	Building Notice Charge * at 50% reduced rate **	Charge *
D01	Separate single storey extension with floor area not exceeding 40m²	Net VAT Total	253.00 50.60 303.60	507.00 101.40 608.40	128.00 25.60 153.60	253.00 50.60 303.60	835.00 167.00 1,002.00	418.00 83.60 501.60	1,064.00 - 1,064.00	248.00 49.60 297.60	496.00 99.20 595.20	125.00 25.00 150.00	248.00 49.60 297.60	817.00 163.40 980.40	409.00 81.80 490.80	1,041.00 - 1,041.00	
D02	Separate single storey extension with floor area exceeding 40m² but not exceeding 100m²	Net VAT Total	253.00 50.60 303.60	634.00 126.80 760.80	128.00 25.60 153.60	317.00 63.40 380.40	975.00 195.00 1,170.00	487.00 97.40 584.40	1,242.00 - 1,242.00	248.00 49.60 297.60	620.00 124.00 744.00	125.00 25.00 150.00	310.00 62.00 372.00	954.00 190.80 1,144.80	477.00 95.40 572.40	1,215.00 - 1,215.00	
D03	Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m²	Net VAT Total	264.00 52.80 316.80	569.00 113.80 682.80	132.00 26.40 158.40	285.00 57.00 342.00	918.00 183.60 1,101.60	459.00 91.80 550.80	1,167.00 - 1,167.00	258.00 51.60 309.60	557.00 111.40 668.40	129.00 25.80 154.80	279.00 55.80 334.80	898.00 179.60 1,077.60	449.00 89.80 538.80	1,142.00 - 1,142.00	
D04	Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m² but not ex 100m²	Net VAT Total	275.00 55.00 330.00	759.00 151.80 910.80	137.00 27.40 164.40	380.00 76.00 456.00	1,137.00 227.40 1,364.40	568.00 113.60 681.60	1,448.00 - 1,448.00	269.00 53.80 322.80	743.00 148.60 891.60	134.00 26.80 160.80	372.00 74.40 446.40	1,113.00 222.60 1,335.60	556.00 111.20 667.20	1,417.00 - 1,417.00	
D05	A building or extension comprising SOLELY of a garage, carport or store - total floor area not exceeding 100m²	Net VAT Total	253.00 50.60 303.60	295.00 59.00 354.00	128.00 25.60 153.60	148.00 29.60 177.60	604.00 120.80 724.80	301.00 60.20 361.20	769.00 - 769.00	248.00 49.60 297.60	289.00 57.80 346.80	125.00 25.00 150.00	145.00 29.00 174.00	591.00 118.20 709.20	295.00 59.00 354.00	752.00 - 752.00	
D06	Detached non-habitable domestic building with total floor area not exceeding 50m²	Net VAT Total	253.00 50.60 303.60	380.00 76.00 456.00	128.00 25.60 153.60	190.00 38.00 228.00	697.00 139.40 836.40	350.00 70.00 420.00	887.00 - 887.00	248.00 49.60 297.60	372.00 74.40 446.40	125.00 25.00 150.00	186.00 37.20 223.20	682.00 136.40 818.40	342.00 68.40 410.40	868.00 - 868.00	
Conversions																	
D07	First floor & second floor loft conversions	Net VAT Total	253.00 50.60 303.60	507.00 101.40 608.40	128.00 25.60 153.60	253.00 50.60 303.60	835.00 167.00 1,002.00	418.00 83.60 501.60	1,064.00 - 1,064.00	248.00 49.60 297.60	496.00 99.20 595.20	125.00 25.00 150.00	248.00 49.60 297.60	817.00 163.40 980.40	409.00 81.80 490.80	1,041.00 - 1,041.00	
D08	Other work (e.g. garage conversions)	Net VAT Total	253.00 50.60 303.60	253.00 50.60 303.60	128.00 25.60 153.60	128.00 25.60 153.60	558.00 111.60 669.60	279.00 55.80 334.80	709.00 - 709.00	248.00 49.60 297.60	248.00 49.60 297.60	125.00 25.00 150.00	125.00 25.00 150.00	546.00 109.20 655.20	273.00 54.60 327.60	694.00 - 694.00	
Alterations (including underpinning)																	
D09	Renovation of a thermal element	Net VAT Total	127.00 25.40 152.40	127.00 25.40 152.40	63.00 12.60 75.60	63.00 12.60 75.60	279.00 55.80 334.80	139.00 27.80 166.80	355.00 - 355.00	124.00 24.80 148.80	124.00 24.80 148.80	62.00 12.40 74.40	62.00 12.40 74.40	273.00 54.60 327.60	136.00 27.20 163.20	347.00 - 347.00	
D10	Replacement of windows, roof lights, roof windows or external glazed doors	Net VAT Total	127.00 25.40 152.40	127.00 25.40 152.40	63.00 12.60 75.60	63.00 12.60 75.60	279.00 55.80 334.80	139.00 27.80 166.80	355.00 - 355.00	124.00 24.80 148.80	124.00 24.80 148.80	62.00 12.40 74.40	62.00 12.40 74.40	273.00 54.60 327.60	136.00 27.20 163.20	347.00 - 347.00	
D11a	Cost of work not exceeding £2,000 (Incl Renewable Energy systems)	Net VAT Total	127.00 25.40 152.40	190.00 38.00 228.00	63.00 12.60 75.60	95.00 19.00 114.00	347.00 69.40 416.40	175.00 35.00 210.00	444.00 - 444.00	124.00 24.80 148.80	186.00 37.20 223.20	62.00 12.40 74.40	93.00 18.60 111.60	340.00 68.00 408.00	171.00 34.20 205.20	434.00 - 434.00	
D11	Cost of work exceeding £2,001 & not exceeding £5,000 (Incl Renewable Energy systems)	Net VAT Total	190.00 38.00 228.00	253.00 50.60 303.60	95.00 19.00 114.00	128.00 25.60 153.60	487.00 97.40 584.40	243.00 48.60 291.60	620.00 - 620.00	186.00 37.20 223.20	248.00 49.60 297.60	93.00 18.60 111.60	125.00 25.00 150.00	477.00 95.40 572.40	238.00 47.60 285.60	607.00 - 607.00	
D12	Cost of work exceeding £5,001 & not exceeding £25,000	Net VAT Total	253.00 50.60 303.60	422.00 84.40 506.40	128.00 25.60 153.60	212.00 42.40 254.40	743.00 148.60 891.60	372.00 74.40 446.40	945.00 - 945.00	248.00 49.60 297.60	413.00 82.60 495.60	125.00 25.00 150.00	207.00 41.40 248.40	727.00 145.40 872.40	364.00 72.80 436.80	925.00 - 925.00	
D13	Cost of work exceeding £25,001 & not exceeding £100,000	Net VAT Total	316.00 63.20 379.20	634.00 126.80 760.80	158.00 31.60 189.60	317.00 63.40 380.40	1,044.00 208.80 1,252.80	522.00 104.40 626.40	1,330.00 - 1,330.00	309.00 61.80 370.80	620.00 124.00 744.00	155.00 31.00 186.00	310.00 62.00 372.00	1,022.00 204.40 1,226.40	511.00 102.20 613.20	1,301.00 - 1,301.00	
Notifiable Electrical work (in addition to the above, where applicable)																	
D14	(Where a satisfactory certificate will not be issued by a Part P registered electrician)	Net VAT Total		This charge relates to a first fix pre-plaster inspection and final testing on completion. For Regularisation application a full appraisal and testing will be carried out.			446.00 89.00 535.00	n/a n/a n/a	- - -	This charge relates to a first fix pre-plaster inspection and final testing on completion. For Regularisation application a full appraisal and testing will be carried out.				436.00 87.00 523.00	n/a n/a n/a	- - -	

**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 with the exception of D14 electrical Works

Where Standard Charges are not applicable please contact Building Control on 01621 876235

**TABLE C - ALL OTHER NON-DOMESTIC WORK
2025/26**

Limited to work not more than 3 storeys above ground level

VAT rate	20.0%		2025/26	2025/26	2025/26	2025/26	2025/26	2024/25	2024/25	2024/25	2024/25	2024/25
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	264.00	132.00	507.00	253.00	1,079.00	258.00	129.00	496.00	248.00	1,056.00
		VAT	52.80	26.40	101.40	50.60	-	51.60	25.80	99.20	49.60	-
		Total	316.80	158.40	608.40	303.60	1,079.00	309.60	154.80	595.20	297.60	1,056.00
N02	Single storey with floor area not exceeding 40m2 but not exceeding 100m2	Net	295.00	148.00	654.00	327.00	1,330.00	289.00	145.00	640.00	320.00	1,301.00
		VAT	59.00	29.60	130.80	65.40	-	57.80	29.00	128.00	64.00	-
		Total	354.00	177.60	784.80	392.40	1,330.00	346.80	174.00	768.00	384.00	1,301.00
N03	With some part 2 or 3 storey in height and a total floor area not exceeding 40m2	Net	316.00	158.00	717.00	359.00	1,448.00	309.00	155.00	702.00	351.00	1,417.00
		VAT	63.20	31.60	143.40	71.80	-	61.80	31.00	140.40	70.20	-
		Total	379.20	189.60	860.40	430.80	1,448.00	370.80	186.00	842.40	421.20	1,417.00
N04	With some part 2 or 3 storey in height and a total floor area exceeding 40m2 but not exceeding 100m2	Net	338.00	169.00	824.00	412.00	1,626.00	331.00	165.00	806.00	403.00	1,591.00
		VAT	67.60	33.80	164.80	82.40	-	66.20	33.00	161.20	80.60	-
		Total	405.60	202.80	988.80	494.40	1,626.00	397.20	198.00	967.20	483.60	1,591.00
Alterations												
N05	Cost of work not exceeding £5,000	Net	190.00	95.00	190.00	95.00	532.00	186.00	93.00	186.00	93.00	521.00
		VAT	38.00	19.00	38.00	19.00	-	37.20	18.60	37.20	18.60	-
		Total	228.00	114.00	228.00	114.00	532.00	223.20	111.60	223.20	111.60	521.00
	Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)	Net	190.00	95.00	190.00	95.00	532.00	186.00	93.00	186.00	93.00	521.00
		VAT	38.00	19.00	38.00	19.00	-	37.20	18.60	37.20	18.60	-
		Total	228.00	114.00	228.00	114.00	532.00	223.20	111.60	223.20	111.60	521.00
	Renewable Energy systems (not covered by an appropriate competent persons scheme)	Net	190.00	95.00	190.00	95.00	532.00	186.00	93.00	186.00	93.00	521.00
		VAT	38.00	19.00	38.00	19.00	-	37.20	18.60	37.20	18.60	-
		Total	228.00	114.00	228.00	114.00	532.00	223.20	111.60	223.20	111.60	521.00
	Installation of new shop front	Net	190.00	95.00	190.00	95.00	532.00	186.00	93.00	186.00	93.00	521.00
		VAT	38.00	19.00	38.00	19.00	-	37.20	18.60	37.20	18.60	-
		Total	228.00	114.00	228.00	114.00	532.00	223.20	111.60	223.20	111.60	521.00
N06	Cost of work exceeding £5,000 & not exceeding £25,000	Net	253.00	128.00	253.00	128.00	709.00	248.00	125.00	248.00	125.00	694.00
		VAT	50.60	25.60	50.60	25.60	-	49.60	25.00	49.60	25.00	-
		Total	303.60	153.60	303.60	153.60	709.00	297.60	150.00	297.60	150.00	694.00
	Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)	Net	253.00	128.00	253.00	128.00	709.00	248.00	125.00	248.00	125.00	694.00
		VAT	50.60	25.60	50.60	25.60	-	49.60	25.00	49.60	25.00	-
		Total	303.60	153.60	303.60	153.60	709.00	297.60	150.00	297.60	150.00	694.00
	Renovation of thermal elements	Net	253.00	128.00	253.00	128.00	709.00	248.00	125.00	248.00	125.00	694.00
		VAT	50.60	25.60	50.60	25.60	-	49.60	25.00	49.60	25.00	-
		Total	303.60	153.60	303.60	153.60	709.00	297.60	150.00	297.60	150.00	694.00
	Installation of a Raised Storage Platform within an existing building	Net	253.00	128.00	253.00	128.00	709.00	248.00	125.00	248.00	125.00	694.00
		VAT	50.60	25.60	50.60	25.60	-	49.60	25.00	49.60	25.00	-
		Total	303.60	153.60	303.60	153.60	709.00	297.60	150.00	297.60	150.00	694.00
N07	Cost of works exceeding £25,000 & not exceeding £100,000	Net	380.00	190.00	507.00	253.00	1,242.00	372.00	186.00	496.00	248.00	1,215.00
		VAT	76.00	38.00	101.40	50.60	-	74.40	37.20	99.20	49.60	-
		Total	456.00	228.00	608.40	303.60	1,242.00	446.40	223.20	595.20	297.60	1,215.00
	Fit out of building up to 100m2	Net	380.00	190.00	507.00	253.00	1,242.00	372.00	186.00	496.00	248.00	1,215.00
		VAT	76.00	38.00	101.40	50.60	-	74.40	37.20	99.20	49.60	-
Total	456.00	228.00	608.40	303.60	1,242.00	446.40	223.20	595.20	297.60	1,215.00		

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.

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