



OVERVIEW AND SCRUTINY COMMITTEE

**Meeting: Monday, 22nd January 2024 at 6.30 pm
in Civic Suite, North Warehouse, The Docks, Gloucester, GL1 2EP**

ADDENDUM

The following item although provided for on the agenda front sheet was not available at the time of dispatch:

6.	MONEY PLAN 2024-29 AND BUDGET PROPOSALS 2024-25 (PAGES 5 - 52) Appendix 6 – Fees and Charges 2024-25
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Yours sincerely

Jon McGinty
Managing Director

NOTES

Disclosable Pecuniary Interests

The duties to register, disclose and not to participate in respect of any matter in which a member has a Disclosable Pecuniary Interest are set out in Chapter 7 of the Localism Act 2011.

Disclosable pecuniary interests are defined in the Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012 as follows –

<u>Interest</u>	<u>Prescribed description</u>
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain.
Sponsorship	Any payment or provision of any other financial benefit (other than from the Council) made or provided within the previous 12 months (up to and including the date of notification of the interest) in respect of any expenses incurred by you carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract which is made between you, your spouse or civil partner or person with whom you are living as a spouse or civil partner (or a body in which you or they have a beneficial interest) and the Council (a) under which goods or services are to be provided or works are to be executed; and (b) which has not been fully discharged
Land	Any beneficial interest in land which is within the Council's area. For this purpose "land" includes an easement, servitude, interest or right in or over land which does not carry with it a right for you, your spouse, civil partner or person with whom you are living as a spouse or civil partner (alone or jointly with another) to occupy the land or to receive income.
Licences	Any licence (alone or jointly with others) to occupy land in the Council's area for a month or longer.
Corporate tenancies	Any tenancy where (to your knowledge) – (a) the landlord is the Council; and (b) the tenant is a body in which you, your spouse or civil partner or a person you are living with as a spouse or civil partner has a beneficial interest
Securities	Any beneficial interest in securities of a body where – (a) that body (to your knowledge) has a place of business or land in the Council's area and

(b) either –

- i. The total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
- ii. If the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, your spouse or civil partner or person with whom you are living as a spouse or civil partner has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

For this purpose, “securities” means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

NOTE: the requirements in respect of the registration and disclosure of Disclosable Pecuniary Interests and withdrawing from participating in respect of any matter where you have a Disclosable Pecuniary Interest apply to your interests and those of your spouse or civil partner or person with whom you are living as a spouse or civil partner where you are aware of their interest.

Access to Information

Agendas and reports can be viewed on the Gloucester City Council website: www.gloucester.gov.uk and are available to view five working days prior to the meeting date.

For further details and enquiries about this meeting please contact Tanya Davies, 01452 396125, tanya.davies@gloucester.gov.uk.

For general enquiries about Gloucester City Council’s meetings please contact Democratic Services, 01452 396126, democratic.services@gloucester.gov.uk.

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FIRE / EMERGENCY EVACUATION PROCEDURE

If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions:

- You should proceed calmly; do not run and do not use the lifts;
- Do not stop to collect personal belongings;
- Once you are outside, please do not wait immediately next to the building; gather at the assembly point in the car park and await further instructions;
- Do not re-enter the building until told by a member of staff or the fire brigade that it is safe to do so.

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Gloucester **City Council**

FEES and CHARGES

2024-25

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FEES AND CHARGES 2024-25
FOREWORD

The following pages give a comprehensive list of fees and charges levied by Gloucester City Council and Government on chargeable services provided to the public, within the city.

Should you have any queries regarding these charges then please contact the relevant officer whose name is shown on the contents page.

ENVIRONMENTAL HEALTH

All Non Business for VAT purposes unless where stated

Rodent Control:

2024-25 Charges

	Premises Type					
	Domestic			Commercial/Industrial		
	Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
1st Visit:	£41.67	£8.33	£50.00	£47.50	£9.50	£57.00
2nd Visit:	£20.83	£4.17	£25.00	£24.58	£4.92	£29.50
3rd Visit:	£41.67	£8.33	£50.00	£47.50	£9.50	£57.00

Disinfestation of Premises:

2024-25 Charges

	Premises Type					
	Domestic			Commercial/Industrial		
	Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
1st Visit:	£47.50	£9.50	£57.00	£57.08	£11.42	£68.50
2nd Visit:	£23.75	£4.75	£28.50	£26.25	£5.25	£31.50
3rd Visit:	£47.50	£9.50	£57.00	£57.08	£11.42	£68.50

Note:

A 2nd Visit must be booked within one month of the 1st visit to qualify for the 2nd visit rate shown above. Residents receiving Council Tax Support or Housing Benefits are entitled to a 50% reduction in the charges above.

Wasp Nests:

2024-25 Charges

	Premises Type					
	Domestic			Commercial/Industrial		
	Net Fee	VAT	Total Fee	Net Fee	VAT	Total Fee
Cost Per Visit:	£40.83	£8.17	£49.00	£40.83	£8.17	£49.00

NB: If two wasps nests are reported at the same domestic property, the charge will be as above, plus an additional £10.

Work in default fees will be a reasonable charge on a case by case basis:

The reasonable costs associated with enforcement will be charged to the responsible persons. For example, the costs of inspection and notice being served under the Housing Act 2004 and the cost of officer time associated with any emergency remedial action or works in

ENVIRONMENTAL HEALTH

All Non Business for VAT purposes unless where stated

	<u>2024-25</u> <u>Charge</u>	
Environmental Health Officer Rate (Hourly Rate - court charges) <i>(Including examination of food for voluntary surrender)</i>	£58.00	<i>Exempt from VAT</i>
Environmental Health Officer Rate (Hourly Rate) (BBFA)	£75.00	<i>Exempt from VAT</i>
Skin Piercing, Acupuncture etc registration:		
Premises	£128.00	
Per Person	£128.00	

	<u>2024-25</u> <u>Charge</u>
High Hedge Nuisance:	
Investigation Fee - Full	£430.00
Investigation Fee - Concessionary	£75.00
High hedge/investigation Concessions (circa 83%) are provided to:	
Those in receipt of Council Tax Support or Housing Benefit	
People in receipt of disability benefit	
People over 65 years old	
Those in receipt of Income Support, Pension Credit Guarantee or State Pension	

Environmental Information Regulations: VAT at standard rate:
Personal enquiries (per photocopied sheet)
Others (based on 1 hours work)

Fixed Penalty Notices:
Depositing Litter £100 (<i>Reduced fee of £75 if paid within 10 days</i>)
Failure to comply with a street litter control notice £100 (<i>Reduced fee of £60 if paid within 10 days</i>)
Failure to comply with a litter clearing notice £100 (<i>Reduced fee of £60 if paid within 10 days</i>)
Failure to produce waste documents £300 (<i>Reduced fee of £180 if paid within 10 days</i>)
Failure to produce authority to transport waste £300 (<i>Reduced fee of £180 if paid within 10 days</i>)
Unauthorised distribution of free printed matter £75 (<i>Reduced fee of £50 if paid within 10 days</i>)
Failure to comply with a waste receptacles notice £100 (<i>Reduced fee of £60 if paid within 10 days</i>)
Failure to comply with a Dog Control Order £75 (<i>Reduced to £50 if paid within 10 days</i>)
Graffiti £75 (<i>Reduced fee of £50 if paid within 10 days</i>)
Fly-posting £75 (<i>Reduced fee of £50 if paid within 10 days</i>)
Exposing vehicles for sale on a road £100 (<i>Reduced fee of £60 if paid within 10 days</i>)
Repairing vehicles on a road £100 (<i>Reduced fee of £60 if paid within 10 days</i>)
Fixed Penalty Notices for Fly-Tipping £400 (<i>Reduced to £300 if paid within 10 days</i>).

Environmental Health : Permits

All Non Business for VAT purposes

Fees are provided by Environment Agency - Final confirmation expected in March 2024

LAPC and LAPPC charges	<u>2024-25</u> <u>Charge</u>
Application Fees	
A2 Application Fee	£3,300.00
Additional fee for operating without a permit	£1,200.00
Annual Subsistence Charges	
Annual Subsistence (Low)	£1,420.00
Annual Subsistence (Medium)	£1,600.00
Annual Subsistence (High)	£2,300.00
Variation	
Substantial Variation	£1,350.00
Transfer	
Transfer	£235.00
Surrender	
Surrender	£685.00

Standard Part B Fees	<u>2024-25</u> <u>Charge</u>
Standard Part B Process	£1,625.00
Additional fee for currently operating without a permit	£1,175.00
Stage I Petrol Vapour Recovery	£152.00
Dry Cleaners	£152.00
Stage I & Stage II Petrol Vapour Recovery	£255.00
Vehicle Refinishers	£355.00
Additional fee for operating a reduced fee activity without a permit	£70.00
Mobile screening and crushing plant	£1,620.00
- for the 3rd to 7th applications	£970.00
- for 8th & Subsequent applications	£490.00
NB: Where an application for any of the above is for a combined Part B & Waste application (<i>in addition to the above</i>)	£305.00

ENVIRONMENTAL HEALTH

All Non Business for VAT purposes

Fees are provided by Environment Agency - Final confirmation expected in March 2024

2024-25 Charges

Annual Subsistence Charges:

	Standard Process			Reduced Fee Activity		
	Low	Medium	High	Low	Medium	High
Base Fee	£760.00	£1,140.00	£1,720.00	£78.00	£155.00	£235.00
Additional Fee for Combined Part B & Waste Installation	£99.00	£149.00	£198.00	£99.00	£149.00	£198.00

Stage I & II Petrol Vapour Recovery:

2024-25 Charges

	Low	Medium	High
PV Recovery Fee	£111.00	£222.00	£335.00

Vehicle Refinishing:

2024-25 Charges

	Low	Medium	High
Refinishing Fee	£225.00	£360.00	£540.00

Mobile Plant:

2024-25 Charges

	Low	Medium	High
1st & 2nd Permits	£635.00	£1,020.00	£1,530.00
3rd - 7th Permits	£380.00	£605.00	£910.00
8th + Permits	£194.00	£309.00	£465.00

Note: Part B process subject to reporting (under E-PRTR), the charge will be as above plus an additional **£102** (2023/24: £102).

Transfer and Surrender:

2024-25 Charges

Standard process transfer	£167.00
Standard process partial transfer	£490.00
New operator at low risk reduced fee activity	£77.00
Reduced fee activity partial transfer	£47.00

Temporary Transfer for Mobiles:

2024-25 Charges

First Transfer	£53.00
Repeat transfer	£10.00
Repeat following enforcement or warning	£53.00

Substantial Change

2024-25 Charges

Standard Process	£1,030.00
Standard Process where the substantial change results in a new PPC activity	£1,620.00
Reduced fee activities	£100.00

Notes:

Reduced fee activities are: Service Stations, Vehicle Refinishers and Dry Cleaners.

Subsistence charges can be paid in four equal quarterly instalments paid on 1st April, 1st July, 1st October and 1st January. Where paid quarterly the total amount payable to the local authority will be increased by **£36.00**

In addition there is also a charge of **£50** for late fees which applies when an invoice remains unpaid eight weeks from the date the invoice was issued.

Environmental Health : Permits

All Non Business for VAT purposes

Fees are provided by Environment Agency - Final confirmation expected in March 2024

		<u>2024-25</u>
LA - IPPC charges		<u>Charge</u>
Application Fees		
A2 Application Fee		£3,300.00
Additional fee for operating without a permit		£1,170.00
Annual Subsistence Charges		
Annual Subsistence (Low)		£1,420.00
Annual Subsistence (Medium)		£1,580.00
Annual Subsistence (High)		£2,290.00
Variation		
Substantial Variation		£1,350.00
Transfer		
Transfer		£230.00
Partial Transfer		£685.00
Surrender		
Surrender		£685.00

Notes:

In addition there is also a charge of £50 for late fees which applies when an invoice remains unpaid eight weeks from the date the invoice was issued.

HMO LICENCES (Act 2003)

All Non Business for VAT purposes

<u>2024-25</u>	
<u>Charge</u>	
Houses Let in Multiple Occupation (HMO's)	
Standard Application Fee Payable on Initial Application	£915.00
Renewal Application Fee Payable	£775.00
Enforcement of Housing Standards	
Taking of enforcement action under the Housing Act 2004	£390.00
Carrying out works with or without agreement	Note 1
Carrying out emergency remedial works	Note 2
Works in Default of non-Housing Act 2004 notices	
Carrying out works in default of non-Housing Act 2004 notices	Note 3
Notes:	
Note 1 - Where an Improvement Notice is served the council may carry out the remedial works required to revoke the notice, this will incur a 30% charge in addition to costs with a minimum charge of £300	
Note 2 - Where the council assesses that a hazard presents an imminent risk of serious harm, we may carry out Emergency Remedial Works for which the owner is charged. This will incur a 30% charge in addition to costs with a minimum charge of £300 The fee for taking enforcement action will also apply)	
Note 3 - This charge applies where the council serves legal notices and the required remedial works are not completed and the council completes the work in default of the notice. These will incur a 30% charge in addition to costs with a minimum charge of £300	

LICENCES (Gambling Act 2005)

All Non Business for VAT purposes

Premises Licences and Permit Fees

2024-25 Charges

	New Small Casino	New Large Casino	Regional Casino	Bingo Club	Betting Premises (excl. Tracks)	Tracks	Family Entertainment Centres	Gaming Centre (Adult)
Application Fees:								
New / Provisional Statement	£5,768.00	£7,210.00	£10,815.00	£2,511.25	£2,152.50	£1,793.75	£1,435.00	£1,435.00
Variation	£2,884.00	£3,605.00	£5,407.50	£1,255.63	£1,076.25	£896.88	£717.50	£717.50
Provisional Statement Holders	£2,163.00	£3,605.00	£5,768.00	£861.00	£861.00	£681.63	£681.63	£861.00
Transfer / Reinstatement	£1,297.80	£1,550.15	£4,686.50	£861.00	£861.00	£681.63	£681.63	£861.00
Annual Fees	£3,605.00	£7,210.00	£10,815.00	£717.50	£430.50	£717.50	£538.13	£717.50
Maximum Fee Caps:								
Application Fees:								
New / Provisional Statement	£8,000.00	£10,000.00	£15,000.00	£3,500.00	£3,000.00	£2,500.00	£2,000.00	£2,000.00
Variation	£4,000.00	£5,000.00	£7,500.00	£1,750.00	£1,500.00	£1,250.00	£1,000.00	£1,000.00
Provisional Statement Holders	£8,000.00	£10,000.00	£15,000.00	£3,500.00	£3,000.00	£2,500.00	£2,000.00	£2,000.00
Transfer / Reinstatement	£1,800.00	£2,150.00	£6,500.00	£1,200.00	£1,200.00	£950.00	£950.00	£1,200.00
Annual Fees	£5,000.00	£10,000.00	£15,000.00	£1,000.00	£600.00	£1,000.00	£750.00	£1,000.00
Copy of Licence	£20.50	£20.50	£20.50	£20.50	£20.50	£20.50	£20.50	£20.50
Notification of Change Fee	£35.88	£35.88	£35.88	£35.88	£35.88	£35.88	£35.88	£35.88

Notes:

Gloucester City Council prices are set as a guide, and will be subject to variation in accordance with evidence of fairness. However the amount charged will not exceed the Statutory maximum set by Legislation.

LICENCES (Gambling Act 2005)

All Non Business for VAT purposes

Permit Fees			2024-25 Charges				
	Family Entertainment Centre	Prize Gaming	Alcohol Licences		Club		
			Premises with 2 or less Machines	Premises with more than 2 Machines	Gaming Permit	Machine Permit	Fast Track for Gaming or Machine Permit
New / Renewal Application	£300.00	£300.00	£50.00	£150.00	£200.00	£200.00	£100.00
Transitional / Variation Application	£100.00	£100.00	n/a	£100.00	£100.00	£100.00	£100.00
Annual Fee	n/a	n/a	n/a	£50.00	£50.00	£50.00	£50.00
Transfer	n/a	n/a	n/a	£25.00	n/a	n/a	n/a
Change of Name	£25.00	£25.00	n/a	£25.00	n/a	n/a	n/a
Copy of Permit	£15.00	£15.00	n/a	£15.00	£15.00	£15.00	n/a
<i>NB: All Fees listed are Statutory and are set by the Secretary of State and Licensing Authority</i>							

Environmental Health

All Non Business for VAT purposes unless where stated

Food Safety

2024-25 Charges

Food Export Certificates
Food Hygiene Rating Revisit Fee

Net Fee	VAT	Total Fee
£30.75	£0.00	£35.00
£133.33	£26.67	£190.00

Environmental Health

All Non Business for VAT purposes unless where stated

Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

Animal Activity Licence fees are broken down into two parts:

- An application fee payable at the time of application. This fee covers the costs associated with determining the application to the point that it is ready to issue; and
- A grant fee to cover the remaining costs which is payable at the point the application has been determined.

Please note that a licence will not be issued until such time as all the necessary fees have been paid i.e. the application fee, the grant fee, and any veterinary fees (where applicable).

Five animal activities have been identified as licensable as follows:

- Selling animals as pets
- Hiring out horses
- Keeping or training animals for exhibition
- Breeding dogs
- Providing or arranging for the provision of boarding for cats or dogs

You will note from the table below that the activity of 'providing or arranging for the provision of boarding for cats or dogs' is made up of 4 sub-categories.

A single Animal Activity Licence will be issued to cover all of the five animal activities carried out at a specified premise.

Where you intend to apply for more than one activity, the application fee is worked out by calculating the higher of the charges for each animal activity applied for, then, adding the additional activity charge for each additional activity thereafter.

The grant fee payable will be the higher of the charges for each animal activity applied for.

Licensable Activity		Application Fee / Renewal Fee Part A	Grant Fee Part B	Re-scoring Fee	Additional Costs to Applicant(s)
Selling Animals as Pets		£138	£85	£107	
Hiring out Horses		£138	£85	£107	Vets fees for inspections on initial application then annually
Breeding Dogs (less than 10)		£115	£71	£107	Vets fee for inspection on initial application
Breeding Dog (10+)		£138	£85	£107	Vets fee for inspection on initial application
Animal Boarding (less than 10)	Sub Category				
	Home Boarding				
	Day Care				
	Catteries				
	Kennels	£115	£71	£107	
Animal Boarding (10+)	As above	£138	£85	£107	
Exhibiting Animals (3 year licence)		£93	£43	n/a	
Each Additional Activity		£71			
Variation of Licence (no inspection)		£16			
Variation of Licence (inspection required)		£77			
Duplicate Licence		£11			
Franchisor/Arranger (in district)		£82	£57		
Franchisor/Arranger (out of district)			£39		
Host Family (out of scope)			One off payment £52		

Environmental Health

All Non Business for VAT purposes unless where stated

Scrap Metal Dealers Licence		<u>2024-25</u>
		<u>Charge</u>
New Site Licence Application		£470.00
New Collectors Application		£285.00
Site Renewal Application		£370.00
Collectors Renewal Application		£235.00
Variation to Site Application		£250.00
Variation to Collectors Application		£152.00
Replacement Vehicle Badge		£21.00
Copy of Paper Licence		£12.00
Change of Details		£51.00

Abandoned Shopping Trolleys		<u>2024-25</u>
		<u>Charge</u>
Collection by the Council (including admin costs) - <i>per trolley</i>		£54.00
Storage (up to a maximum of 42 days) - <i>per day per trolley</i>		£5.00
Return to Owner by the Council (including admin costs) - <i>per trolley</i>		£54.00
Trolley Disposal (including admin costs) - <i>per trolley</i>		£54.00

Note: Charges are made under the Environmental Protection Act 1990 Section 99 Schedule 4
Trolleys will be disposed of only after a minimum of 6 weeks storage in accordance with the legislation.

Fees are set by DEFRA - Final confirmation expected in March 2023	
Abandoned Vehicle Charges	
Charges in relation to collection of vehicles	
[Vehicle equal to or less than 3.5 tonnes MAM]	
<u>Vehicle position and condition</u>	
Vehicle on road, upright and not substantially damaged or any two wheeled vehicle whatever its condition or position on or off the road	<u>2024-25</u>
	<u>Charge</u>
Vehicle, excluding a two wheeled vehicle, on road but either not upright or substantially damaged or both	£165.00
Vehicle, excluding a two wheeled vehicle, off road, upright and not substantially damaged	£275.00
Vehicle, excluding a two wheeled vehicle, off road but either not upright or substantially damaged or both	£219.00
	£330.00
<u>Charges in relation to the storage of vehicles (per day)</u>	
2 wheeled vehicles	£12.00
4 wheeled vehicles	£22.00
<u>Charges in relation to the disposal of vehicles</u>	
Two wheeled vehicle	£56.00
Vehicle, not including a two wheeled vehicle, equal to or less than 3.5 tonnes MAM	£83.00
Administration Fee Per Vehicle	£64.00

Environmental Health: No Smoking Policy (Health Act 2006)

All Non Business for VAT purposes

Fixed Penalty Notices	<u>2024-25</u> <u>Charge</u>	
	Paid within 15 days	Paid within 29 days
Statutory Penalties under Section 6 of the Health Act: Failure to Display "No Smoking" Signs	£150.00	£200.00
Statutory Penalties under Section 7 of the Health Act: Smoking Offences in a Smoke-Free Place	£30.00	£50.00

LICENCES (Act 2003)

All Non Business for VAT purposes unless where stated

Sex shop Licences:

Grant / Renewal:

New Application

Renewal Application

Transfer Application

Variation Application

Refund to unsuccessful new and renewal applications

Copy of Licence

Change of Details

2024-25

Charge

£4,420.00

£2,810.00

£2,125.00

£2,125.00

£800.00

£33.50

£15.50

Premises Licences and Club Premises Certificates

NB: All Fees listed below are Statutory and are set by the Secretary of State and Licensing Authority

2024-25 Charges

	Band A	Band B	Band C	Band D	Band E
NDRV	£0 - £4,300	£4,301 - £33,000	£33,001 - £87,000	£87,001 - £125,000	>£125,001
Base Fees					
Conversion / New / Variation	£100.00	£190.00	£315.00	£450.00	£635.00
Annual Fee	£70.00	£180.00	£295.00	£320.00	£350.00
Fee if the Premises are used exclusively or primarily for the supply of alcohol for consumption on the premises					
Conversion / New / Variation	n/a	n/a	n/a	£900.00	£1,905.00
Annual Fee	n/a	n/a	n/a	£640.00	£1,050.00

LICENCES (Act 2003 - Continued)

All Non Business for VAT purposes

Premises Licences and Club Premises Certificates

NB: All Fees listed below are Statutory and are set by the Secretary of State and Licensing Authority

Additional Fee for Licensable Activities where the Occupancy is > 5000

Occupancy:

	2024-25 Charge
5,000 - 9,999	£1,000.00
10,000 - 14,999	£2,000.00
15,000 - 19,999	£4,000.00
20,000 - 29,999	£8,000.00
30,000 - 39,999	£16,000.00
40,000 - 49,999	£24,000.00
50,000 - 59,000	£32,000.00
60,000 - 69,999	£40,000.00
70,000 - 79,999	£48,000.00
80,000 - 89,999	£56,000.00
90,000 and over	£64,000.00

Licensing Act 2003 - Other Fees

	2024-25 Charge
Section 25 Loss or theft of premises licence or summary	£10.50
Section 29 Application for a provisional statement where premises being built etc.	£315.00
Section 33 Notification of change of name or address	£10.50
Section 37 Application to vary licence to specify individual as premises supervisor	£23.00
Application for minor variation to premises licence or club premises certificate	£89.00
Section 42 Application for transfer of premises licence	£23.00
Section 47 Interim Authority Notice following the death etc of licence holder	£23.00
Section 79 Theft, loss etc. of certificate or summary	£10.50
Section 82 Notification of change of name or alteration of rules of club	£10.50
Section 83(1) or (2) Change of relevant registered address of club	£10.50
Section 100 Temporary Event Notice	£21.00
Section 110 Theft, loss etc. or temporary event notice	£10.50
Section 117 Application for a grant of personal licence	£37.00
Section 126 Theft, loss etc. of personal licence	£10.50
Section 127 Duty to notify change of name or address	£10.50
Section 178 Right of freeholder etc. to be notified of licensing matters	£21.00

HACKNEY CARRIAGES / PRIVATE HIRE

All Outside of Scope for VAT purposes

Hackney Carriage & Private Hire Drivers

2024-25 Charges

HC & PH Drivers Licences

New		Renewal	
1 Year	3 Year	1 Year	3 Year
£115.00	£251.00	£81.00	£210.00

HC Deposit Knowledge Test

HC Knowledge Test (50% to GHCA)**

2024-25

Charge

£65.00

£130.00

NB: The Knowledge Test fee is payable for the Hackney Carriage knowledge test and is non-refundable if the test is cancelled.

PH Knowledge Test

Replacement Licence Badge

£58.00

£10.00

Private Hire Operators Licences

2024-25 Charges

Micro Operator (up to 3 vehicles)

Small Operator (4 - 10 vehicles)

Medium Operator (11 - 30 vehicles)

Large Operator (31 + vehicles)

1 Year	5 Year
£306.00	£1,224.00
£632.00	£2,530.00
£1,020.00	£4,080.00
£1,530.00	£6,120.00

Vehicles

HC Vehicle Licences

PH Vehicle Licences

Transfer of Ownership

Temporary Change of Vehicle

Replacement Plates:

External Rear

External Front

Internal Window

Replacement Licence Certificate

Application to notify of change of address

Hackney Carriage Sticker Pack (No Smoking Stickers)

Private Hire Sticker Pack (Bus Lane, Insurance (x3) and

No Smoking)

Bus Lane Sticker

2024-25

Charge

£193.00

£193.00

£51.00

£68.00

£20.00

£15.00

£15.00

£10.50

£10.50

£5.00

£10.00

£3.00

Local Planning Authority Fees 2024-25

Local Planning Authority Advice [All Fees below are inclusive of VAT]

Category of Development	Charge for Letter only	Charge for office meeting followed by a letter	Charge for site visit followed by a letter	Fees/charges for follow-up meeting (s) (per hour or part there of)	Fees/charges for follow-up letter (if considered follow up, otherwise new pre-application will be required)
Residential Development (including changes of use)					
1-2 Dwellings	£300	£440	£590	£150	£180
3-5 Dwellings	£740	£890	£1,040	£150	£230
6-9 dwellings	£960	£1,120	£1,280	£160	£240
10-49 Dwellings	£1,590	£2,080	£2,550	£240	£240
50-199 Dwellings	£3,200	£4,000	£4,310	£320	£630
200+ Dwellings	£4,790	£5,590	£6,050	£390	£800
General principles advice 10-49 Dwellings		£730			
General principles advice 50+ Dwellings		£1,460			
Non residential or commercial (Gross floor area, measured externally)					
Less than 500m ²	£320	£470	£630	£160	£160
501-999m ²	£470	£630	£800	£160	£240
1000 - 4999m ²	£1,590	£2,080	£2,390	£240	£320
5000 - 9999m ²	£2,390	£2,880	£3,200	£320	£630
10000m ² + (More than 2ha)	£3,200	£4,000	£4,790	£470	£800
Permitted Development					
Householder	£54	N/A	N/A	N/A	N/A
Other	£79	N/A	N/A	N/A	N/A
Pre-Application Advice					
Householder	£61	£160	£210	£60	N/A (new pre-application required)
Others					
Listed Building/Conservation (i)	£160	£220	£260	£160	£160
Advertisements	£80	N/A	N/A	£80	£160
Change of Use (ii)	£160	£320	£470	£160	£160
Telecommunications	£160	£320	£470	£160	£160
Other (iii)	£160	£320	£470	£160	£160
Copy Consent (Dev. Control)	£30				

Notes:

(i) This is for proposals that only require listed building consent, if there are other works that require planning permission, the fee will be based on the relevant category of development

(ii) If the proposal is change of use to a dwelling, the fee for residential dwellings applies

(iii) Includes development not falling within any of the above categories such as playing pitches, car parks

An additional fee will be payable if our advice requires comment or reports from independent consultants/professional advisers not employed by the Council.

Generally, following the formal response, planning officers will not be able to enter into correspondence unless a new pre-application has been submitted.

Exemptions: Advice sought in the following categories is free:

- Building Conservation advice for works of repair to listed buildings and Conservation Area consents.
- Works to trees covered by a Tree Preservation Order or trees located within a Conservation Area.
- Where the enquiry is made by a Local Authority or County Council and the proposal relates to a statutory function of the Authority/Council.
- Where the enquiry is made by a Parish or Town Council.
- Where the enquiry is made by a Housing Association, Registered Social Landlord, or an equivalent Affordable Housing Provider or an architect/agent acting directly on their behalf working on a **solely** affordable housing proposal, one scheme per site, any subsequent proposal would be subject to the full pre-application fee.
- Where the development is for the direct benefit of a disabled person (and as such there would be no fee incurred to make the planning application)
- Initial advice will be provided where Gloucester City Council are working with local independents setting up a new business and /or are grant aiding them through Business Support grants

Reductions: 50% reduction in fees for local charities and local community groups providing services to the community and relating to the local provision of that service

S106 Monitoring Fees

	Infrastructure Type	Fee 2024-25
1	On-site open space	£1,110
2	On-site open space technical inspection fee	£71 per hour
3	Off-site open space financial contribution: single trigger	£1,030
4	Off-site open space financial contribution: multiple triggers	£1,410
5	On-site affordable housing single trigger for delivery of AH units	£640
6	On-site affordable housing multiple triggers for delivery of AH units	£1,410
7	Off-site affordable housing financial contribution	£770

Community Infrastructure Levy

All Non Business for VAT purposes unless where stated

CIL Rates

The following rates are expressed in £ per square metre value.

For residential sites in Gloucester City Council's administrative area CIL rates are given in table 1.1 below.

Table 1.1 also sets out the CIL rates for strategic sites that are located within Gloucester City Council's administrative area.

Table 1.1: Residential CIL rates

Gloucester City Council		Community Infrastructure Levy (£ per sqm²)
		2024-25 Charge
Generic sites	10 dwellings and under including extensions and annexes greater than 100m²	£0
	Between 11 and 449 dwellings	£53.25
	450 dwellings and over	£0
Strategic sites	JCS Strategic Allocations B5	£0

STREET TRADING LICENCES

All Exempt for VAT purposes

		<u>2024-25</u>
Street Trading Fees		<u>Charge</u>
City Centre Catering		
City Centre Catering annual fee (Everyday)	<i>Per Annum</i>	£8,000.00
City Centre Catering annual fee (up to 5 days)	<i>Per Annum</i>	£6,400.00
City Centre Catering seasonal daily rate (January - October)	<i>Per Day</i>	£25.00
City Centre Catering seasonal daily rate (November - December)	<i>Per Day</i>	£30.00
Catering Applications outside City Centre		
Catering outside City Centre annual fee (4 or more days)	<i>Per Annum</i>	£3,120.00
Catering outside City Centre daily rate	<i>Per Day</i>	£15.00
Retailers City Centre		
Retailers City Centre Annual fee (4 or more days)	<i>Per Annum</i>	£4,000.00
Retailers City Centre Seasonal daily rate (Jan - October)	<i>Per Day</i>	£20.00
Retailers City Centre Seasonal daily rate (Nov - December)	<i>Per Day</i>	£25.00
Retailer Applications outside City Centre		
Retailers outside City centre annual fee (4 or more days)	<i>Per Annum</i>	£2,080.00
Retailers outside City centre daily rate	<i>Per Day</i>	£10.00
Ice-Cream Mobile vendors		
Mobile Ice-cream annual fee	<i>Per Annum</i>	£400.00
New Additional fees		
New application fee		£115.00
Renewal Fee		£50.00
Buskers Fee	<i>Per Week</i>	£5.00
Badge fee for applicants and assistants (last 3 years)		£50.00
Replacement Badge		£15.00
Copy of paper licence		£10.50
Note - Electricity where supplied is at an additional charge of:		
Electricity Supply		
Full electricity Supply	<i>Per Day</i>	£4.50

LEISURE SERVICES

			<u>2024-25 Charges</u>		
Cricket			Net Fee	VAT	Total Fee
Matches - Pitch only	<i>Weekends</i>		£50.00	£10.00	£60.00
Matches - Pitch only	<i>Weekdays</i>		£24.17	£4.83	£29.00
Practice wickets	<i>Evenings</i>		£18.33	£3.67	£22.00
Changing rooms [<i>VAT Exempt</i>]			£9.00	£0.00	£9.00
Football			Net Fee	VAT	Total Fee
Pitch only	<i>Weekends</i>		£43.33	£8.67	£52.00
Pitch only	<i>Weekdays</i>		£22.08	£4.42	£26.50
Changing rooms [<i>VAT Exempt</i>]			£9.00	£0.00	£9.00
Rugby			Net Fee	VAT	Total Fee
Pitch only	<i>Weekends</i>		£43.33	£8.67	£52.00
Pitch only	<i>Weekdays</i>		£22.08	£4.42	£26.50
Changing rooms [<i>VAT Exempt</i>]			£9.00	£0.00	£9.00
NB: Charges for teams aged under 17 are half price.					
Hard Play Area			Net Fee	VAT	Total Fee
Widden Street			£6.25	£1.25	£7.50
Special Tenancies (Seasonal Bookings)			Net Fee	VAT	Total Fee
Pitch per Season	<i>Senior</i>		£210.00	£42.00	£252.00
Pitch per Season	<i>Junior</i>		£105.00	£21.00	£126.00

ALLOTMENTS

All Exempt for VAT purposes

Allotments		<u>2024-25</u>
Charge per Square Metre		<u>Charge</u>
		22.14
		pence
The following outlines the general costs and concession rates:		
		<u>2024-25</u>
		<u>Charge</u>
Standard Half Plot - 126 Square Metres		
Base Fee		£28.50
Over 65 years /Housing Benefit/Council Tax Support/ Disabled		£17.25
Standard Full Plot - 253 Square Metres		
Base Fee		£57.00
Over 65 years /Housing Benefit/Council Tax Support/ Disabled		£34.50
Notes		
Disabled concessions are based on certain criteria which will be clarified at the start of the tenancy.		
All concessions are applicable to one plot per person only.		
Please note that there is a charge of £30 to set up a new tenancy. This is a one-off fee and you will be billed with your first invoice.		
The allotment tenancy year runs from 1st November to 31st October.		

Stray Dogs

All Exempt for VAT purposes

Fees will be charged for every part or whole day at the kennel.

Fees are based on the following items: Statutory Fee, Admin Fee, Collection Fee, Daily Kennel

There will be a fee of £40 per hour for delivery back to the owner should the owner not be able to get to the kennels. There is an additional kennelling cost of £25 per day for a dog determined as dangerous.

Stray Dogs		<u>2024-25</u>
Charge per Day		<u>Charge</u>
1 Day	1 Hour collection charge	£105.00
	2 Hours collection charge	£147.00
2 Days	1 Hour collection charge	£123.00
	2 Hours collection charge	£166.00
3 Days	1 Hour collection charge	£141.00
	2 Hours collection charge	£184.00
4 Days	1 Hour collection charge	£159.00
	2 Hours collection charge	£202.00
5 Days	1 Hour collection charge	£177.00
	2 Hours collection charge	£220.00
6 Days	1 Hour collection charge	£195.00
	2 Hours collection charge	£238.00
7 Days	1 Hour collection charge	£213.00
	2 Hours collection charge	£256.00

Concessions:

Those in receipt of Council Tax Support or Housing benefit will be charged 50% of the above fees.

Concessionary rates for stray dog service are only eligible on kennelling fees.

i.e. the customer receives 50% discount on kennel fees but will still have to pay 100% of other fees

Bulky Item and Garden Waste Charges

All Non Business for VAT purposes, except Bulky Items

2024-25 Charge

Bulky Items [Charge inclusive of VAT]

The City Council provides a bulky item collection service.

General Households

Up to 3 items

£25.00

Additional items (charge per item)

£9.00

Households in receipt of Council Tax Support or Housing Benefit

Up to 3 items

£13.00

Additional items (charge per item)

£5.00

Garden Waste

The City Council provides a fortnightly waste collection service.

The charges cover the period from 1st February to 30th November.

General Households

£53.00

Note: Existing Garden Waste customers are invoiced annually in February each year - the 2024/25 charge above will come into effect from **1 April 2024** for renewals.

2024-25 Charge

New Developments and Replacement Wheelie Bin Charges (Black or Green)

The City Council will charge an administration fee for a replacement wheelie bin where it has been damaged or lost at no fault of its contractor.

Administration fee (includes delivery)

140L Bin - Admin fee waived in support of waste reduction strategy

£0

240L Bin

£25

360L Bins

£25

660L Steel Bins

£40

1100L Steel Bins

£40

HIRE OF PARKS FOR EVENTS

All Exempt for VAT purposes

Hire of Parks	<u>2024-25</u> <u>Charge</u>
Application Fees (<i>non-refundable and payable on application</i>)	
Commercial Promotion	£110.00
National Registered Charity	£55.50
Local Charity or Not For Profit Organisation	£28.00
Gloucester Park / Plock Court (Rate per Day)	
Commercial Promotion	Negotiable (i)
National Registered Charity	Negotiable (i)
Local Charity or Not For Profit Organisation	Negotiable (i)
All Other Public Open Space	
Commercial Promotion	Negotiable (i)
National Registered Charity	Negotiable (i)
Local Charity or Not For Profit Organisation	Negotiable (i)
City Centre	
Fees for the use of the City Centre are negotiable and will be based on the scale and requirements of the event. They will be considered on a case by case basis.	
Notes	
(i) Fees are negotiable and will be based on the scale and requirements of the event. They will be considered on a case by case basis.	
The items that will be subject to agreement (amongst others) include:	
Cancellation Policy	
6 Weeks Prior to Event	
5 Weeks Prior to Event	
Less than 5 Weeks	
Less than 2 Weeks	
Set up day	
Breakdown day	
Bond	
Dependant on size of event and equipment used	
Minimum of £500, If large vehicles present on open space - Minimum of £2,000	
Film Crew	
Amateur/Student crew	
Professional	
Please note: other charges may apply for additional services or permissions, for example:	
(i) Land use agreement	
(ii) Equipment hire	
(iii) Electrical hook-up	
(iv) Provision of water	
(v) Waste management	
(vi) Licences e.g. temporary event notices	

Gloucester Outdoor Event Bookings

Admin Fee (per application)				
Event type	Fee			
Commercial	£110.00			
National Registered Charity	£55.50			
Local charity or not-for-profit organisation	£28.00			

Hire Fee (per day)				
Event type	City Centre	Gloucester Park	Plock Court	Hempsted Meadows
Promotional Stands (per stand)				
Commercial	£112.50	N/A	N/A	N/A
National Registered Charity	£56.50	N/A	N/A	N/A
Local charity or non-for-profit organisation	£28.00	N/A	N/A	N/A

Commercial Market				
Up to 30 stalls	£202.50	Charge at Event rates		
Up to 50 stalls	£449.50			
Over 50 stalls	£562.00			
Peak times	Double			

Small scale event (up to 499)				
Commercial		£349.00	£225.00	£225.00
National Registered Charity		£116.50	£56.50	£56.50
Local charity or non-for-profit organisation		£29.50	£28.50	£28.50

Large scale event (over 500)				
Commercial		£562.00	£449.50	£449.50
National Registered Charity		£337.50	£225.00	£225.00
Local charity or non-for-profit organisation		£84.50	£56.50	£56.50

Major scale event (over 1000)				
Commercial		£786.50	£674.50	£674.50
National Registered Charity		£561.75	£449.40	£449.50
Local charity or non-for-profit organisation		£141.00	£85.00	£85.00

Larger scale events will be up to negotiation.				
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Circuses and funfairs				
For allocated space	NA	£750.00	NA	£562.00

Set-up/break-down day	
25% of day rate	

Bond	
Dependant on scale and risk	£210 - £3,150.00

Other	
Water (per day)	£22.50
Power (per day)	£22.50
Staff (per hour)	£56.50

The council reserves the right to negotiate fees depending on scale.

Cancellation Policy		
Six weeks prior to the event	10% of total fee	
Five weeks prior	20% of total fee	
Less than five weeks	50% of total fee	
Less than two weeks	100% of total fee	

Gloucester Film Bookings

Commercial filming:

Crew size/type	Half a day (up to 4 hours)	Full day
Small production (1-5 crew)	£281.00	£562
Medium production (6-11 crew)	£562	£1,124
Large production (12+ crew)	£1,124	£2,247

Non-commercial filming:

Crew size/type	Half a day (up to 4 hours)	Full day
Small production (1-5 crew)	£85	£169.00
Medium production (6-11 crew)	£169.00	£337
Large production (12+ crew)	£337	£674

Application Fees:

Commercial filming:

£55.50

Non-commercial filming:

£29.00

CAR PARKING

All charges shown are inclusive of VAT

Gloucester City Centre Off Street Car Park Charges

Daily Charges

2024-25 Charges

Standard Chargeable Hours - 7am-6pm [exceptions noted below]

Zone A Car Parks	2 hour	3 hour	4 hour	All Day	Sunday 1 hour	Sunday All Day
Kings Walk (ii)	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
Eastgate (ii)	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
Longsmith street (i)	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
Southgate Moorings (iii)	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
Ladybellegate Street	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
Hampden Way	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
Westgate Street	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
CastleMeads	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
Hare Lane South	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
Station Road	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
St Michaels Square	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
North Warehouse	£2.50	£3.80	£4.80	£8.00	£2.50	£4.00
Season Tickets - 12 Weeks	£420.00					

Zone B Car Parks (iv)	2 hour	3 hour	4 hour	All Day	Sunday 1 hour	Sunday All Day
Great Western Road (iv)	£2.40	£3.50	£4.60	£5.00	£1.50	£2.20
Hare Lane North (iv)	£2.40	£3.50	£4.60	£5.00	£1.50	£2.20
Season Tickets - 12 Weeks	£347.00					

GL1 Car Park

Charging hours - Monday to Saturday: 9am to 3pm

Maximum stay 2.5 hours£4.00

Concessions:

People with a disability (a blue badge holder) free for 3 hours max stay (100% concession)

Notes:

(i) Chargeable hours are 7am-7pm

(ii) Chargeable hours are 7am-5pm

(iii) 24 Hour Operation - evening tariff of £2.00 from 6pm - 7am

(iv) Zone B car park charges to be aligned over two years to those of Zone A car parks. Season ticket charges will be adjusted accordingly in line with these changes

Bus Station Departures

All Standard Rated for VAT purposes

2024-25 Charges

Bus Station Departures (per departure):

	Net Fee	VAT	Total Fee
Bus	£1.00	£0.20	£1.20
Coach	£2.00	£0.40	£2.40
Unbooked Coach	£5.00	£1.00	£6.00

Surveyors Fees

All Standard Rated for VAT purposes

Miscellaneous Properties

Property Rents

Granting Landlord Consent (assignments and subletting) *	£400
Granting Landlord Consent (Building Alterations)*	£300

Schedule of Dilapidations Condition Surveys Valuations	* Charges - Surveyors charge £150 per hour plus mileage, administration and any other departmental cost or specialist advice.
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Third Party asset valuations and survey works	£300 minimum charge plus any additional charges depending upon the complexity and time expended.
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Facilities Fees

*All room hire is exempt from VAT unless facilities such as catering, service provisions etc are supplied in addition.
The whole service will then become subject to VAT at the standard rate.*

Room Hire		<u>2024-25 Charges</u>			
Period of hire:		Civic Suite	Meeting Room 1	Meeting Rooms 2 & 3	Sheriff's Room
Per hour		£50.00	£42.00	£25.00	£30.00
Morning	8.00 - 12.30	£195.00	£170.00	£115.00	£140.00
Afternoon	12.30 - 5.00	£195.00	£170.00	£115.00	£140.00
Whole Day	8.00 - 5.00	£390.00	£330.00	£205.00	£245.00
Evening	5.00 - 11.00	£390.00	£370.00	£370.00	£370.00
Evening per hour		£70.00	£65.00	£65.00	£65.00
Saturday:	8.00 - 12.30	£305.00	£250.00		
	12.30 - 5.00	£305.00	£250.00		
	5.00 - 11.00	£390.00	£370.00		

Additional Charges:	
Multi Media Projector	£60.00
Laptop	£30.00
Flip Chart & Pens	£14.00
Catering:	
Kitchen	£130.00
Tea/Coffee per head	£1.80
Tea/Coffee/Biscuits per head	£2.10
Fruit Juice per head	£1.50

All Standard Rated for VAT purposes except where stated

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Street Naming and Numbering

All Exempt for VAT purposes

		<u>2024-25</u> <u>Charge</u>
Individual Development		
Type of Application		
Naming / Renaming / or Renumbering		£46.00
Removal of property name		£46.00
New Number		£66.00
Development - New Road name and house number allocation		
Number of plots	Per Street	Per Street
1-5 plots	£126.00	£65.00
6-25 plots	£126.00	£68.00
26-75 plots	£126.00	£52.00
76+ plots	£126.00	£46.00
Other fees and charges		
Naming and numbering a commercial / industrial building	Fee £134.00	Per Unit £65.00
Naming or numbering a block of flats	£134.00	£68.00
Providing a letter of certification	£33.00	
Enquires from Solicitors or Building Societies	£65.00	
Street Name Plate Relocation charges		
	<u>2024-25</u> <u>Charge</u>	
Standard application fee for the initial viability investigation	£61.00	
Relocating an existing or installation of a new street name plate:		
Costs for installing new / moving the plate (i)	£109.00	
New Street Name Plate (if applicable)	£51.00	
New Posts [2] (if applicable)	£36.00	
Notes:		
<i>Application fee is non-refundable and the applicant will be invoiced after application has been received. Other charges will be invoiced as applicable and are payable in advance of work being carried out.</i>		
(i) If the existing street name plate is located on anything other than the standard metal posts or the existing one is damaged there will be a charge for a new street name plate and new metal posts.		

CEMETERIES AND CREMATORIUM FEES

All Exempt for VAT purposes except where stated

CEMETERIES

		<u>2024-25</u>
		<u>Charge</u>
A INTERMENT FEE		
Child who at the date of death had exceeded 3 months but had not 2 attained his/her 17th birthday (to a depth not exceeding 5ft)	(i)	£286.00
Person who at the date of death attained his/her 17th birthday (to a 3 depth not exceeding 5ft)	(i)	£822.00
Person who at the date of death attained his/her 17th birthday (to a 4 depth not exceeding 7ft)	(i)	£1,183.00
5 Extra depth 7ft - 9ft		£520.00
Coffin or Casket exceeding 7ft 2" long or exceeding 32" wide - 6 additional cost of shoring extra wide casket, plus wooden shoring	(i)	£1,149.00
Coffin or Casket exceeding 7ft 2" long or exceeding 32" wide - 7 additional cost shoring in a re-open grave space next door is not lost	(i)	£343.00
Notes:		
(i) Statutory Fees		
Fees numbered 1 and 2 above are not payable by the next-of-kin provided the deceased's normal residence was within the administrative area of the Gloucester City Council. Thus, where a grave is purchased and dug for free and the first interment is that of a child qualifying for free burial the fee payable will be £1,183.00 less the appropriate child fee.		
Fees or other optional services, eg Organ, Organist's, "Exclusive Right of Burial", etc, remain payable in accordance with those specified below.		
		<u>2024-25</u>
		<u>Charge</u>
Any Bricked Grave [<i>Standard rated for VAT purposes</i>]		£10,307.00
B INTERMENT OF CREMATED REMAINS		
In an earth grave where the Exclusive Right of Burial has been purchased		£320.00
To pour ashes into a grave where cremation took place at Gloucester		£62.50
C NEW CREMATED REMAINS GARDEN		
Charges for purchase of Burial rights for cremated remains only		£320.00
Interment fee (applicable in addition to the above charge)		£258.00
Permission for Headstone		£160.00
		<u>£738.00</u>
D SCATTERING OF CREMATED REMAINS ON A GRAVE		
Where a cremation has taken place at Gloucester Crematorium, with or 1 without an appointment		£62.50
Where a cremation has taken place at elsewhere, with or without an 2 appointment		£73.00
Notes:		
Concessions of 100% apply to the interment or cremation of children aged under 17 whose usual residence was within the City of Gloucester. This concession does not apply to the interment of cremated remains.		
		<u>2024-25</u>
		<u>Charge</u>
Grave - Change of Ownership		£45.00
Family Backfill of Grave 5ft		£138.00
Family Backfill of Grave 7ft		£210.00
Family Backfill of Grave 9ft		£274.00
Direct Cremation		£310.00
Themed Tribute (Produced In-house) via Obitus system		£97.50
Family Produced Tribute via Obitus system		£25.50
Late/additional work charge (related to Tribute above)		£17.50
Plaque Refurbishment		£100.00
Interment of two sets of Cremated Remains at the same time		£387.00

CEMETERIES AND CREMATORIUM FEES (Continued)

All Exempt for VAT purposes except where stated

CEMETERIES

	<u>2024-25</u>
	<u>Charge</u>
E EARTH GRAVE	
Exclusive Right of Burial for 50yrs	£810.00
Exclusive Right of Burial for 75yrs	£1,232.00
Exclusive Right of Burial for 99yrs	£2,052.00
Purchase in Reserve - purchase options currently suspended	N/A
F USE OF CHAPEL FOR BURIAL & MEMORIAL SERVICES	
Charge	£258.00
G MEMORIALS, etc. (For the right to erect or place)	
1. Headstone not exceeding 3ft. in height	£363.00
2. Vase or block of quarried stone not exceeding 10"x10"x10" (free standing)	£102.50
3. Each inscription after the first £60.00 + £10.50 VAT	£102.50
4. Raised stone 18"x12"x4" with or without flower container	£160.00
H GRAVE MAINTENANCE	
<i>(Standard rated for VAT - charges quoted are inclusive of VAT)</i>	
1. Keeping tidy per grave annually	£112.00
2. Keeping tidy and planting per grave annually	£165.00
3. Keeping tidy C.W.G.C. Graves per grave annually	£12.00
4. Search Fees - Records	£55.50
WOODLAND BURIALS	
All inclusive charge for a Woodland Burial	£1,872.00

CEMETERIES AND CREMATORIUM FEES (Continued)

All Exempt for VAT purposes

CREMATORIUM

		<u>2024-25</u>
		<u>Charge</u>
A CREMATION FEES		
1. Stillborn child or child whose age at time of death did not exceed 3 months		£82.00
2. Child who at the date of death had exceeded 3 months but had not attained his/her 17th birthday		£159.00
3. Person who at the date of death attained his/her 17th birthday (i)		£1,020.00
4. Cremation Service (45 Minutes)		£1,128.00
5. Sunrise Cremation Service between 9:00 - 10:00am		£500.00
6. elsewhere)		£46.00
7. Double Cremation Slot (1 Hour)		£1,320.00
8. Use of Organ		£26.50
Notes:		
(i) This charge includes the medical referee fee. This charge includes Mercury Abatement Fee.		
Fees numbered 1 and 2 above, and Medical Referee fees related thereto, are not payable by next-of-kin provided the deceased's normal residence was within the administrative area of the Gloucester City Council.		
Concessions of 100% apply to the interment or cremation of children aged under 17 whose usual residence was within the City of Gloucester. This concession does not apply to the interment of cremated remains.		
		<u>2024-25</u>
		<u>Charge</u>
In Special circumstances a request can be made for a 4.00pm Cremation Service		£158.00
		<u>2024-25</u>
		<u>Charge</u>
B SCATTERING OF CREMATED REMAINS ON A GRAVE		
1. Where a cremation has taken place at Gloucester Crematorium, with or without an appointment		£62.50
2. Where a cremation has taken place at elsewhere, with or without an appointment		£73.00
C ADDITIONAL CREMATION CERTIFICATES		£28.50
D MEDICAL REFEREES FEES		£64.50
E CREMATORIUM CASKETS		
Biodegradable Boxes		£4.50
Derby Casket		£73.00
F STORAGE		
Storage of Cremated Remains per Month after Initial Month		£49.00

CEMETERIES AND CREMATORIUM FEES (Continued)

All Standard Rated for VAT purposes

CREMATORIUM

	<u>2024-25</u>
	<u>Charge</u>
G NATIVE HARDWOOD GARDEN SEAT (VAT inclusive at Standard Rate)	£1,409.00
GRANITE SEAT (VAT inclusive at Standard Rate)	£2,378.00
H BOOK OF MEMORY	
1 2 Line Inscription	£84.00
2 5 Line Inscription	£145.50
3 Book of Remembrance Motif	£80.00
J OBITUS	
Single Photo	£14.50
Simple Slideshow	£46.50
Professional Photo tribute	£80.00
Copy of professional tribute	£24.50
Downloadable copy of photo tribute	£12.50
Extra 25 Photos in photo tribute	£24.50
Live Webcast	£35.00
Live Webcast with a 28 day viewing option	£52.50
Copy of Webcast on DVD, Blu-ray and USB	£55.50
additional Copies of DVD	£24.50

CEMETERIES AND CREMATORIUM FEES (Continued)

KERB PLAQUES, TREES, ETC.

*All Initial Charges are Standard Rated for VAT purposes (**charges shown are inclusive of VAT**)*

		<u>2024-25</u>
KERB PLAQUES, TREES, ETC. (Initial Charge - 20 Years)		<u>Charge</u>
Single bronze kerb plaque		£421.00
Single bronze kerb plaque c/w a Rose motif		£464.00
Double bronze kerb plaque		£834.00
Single bronze tree plaque		£458.00
Double bronze tree plaque		£887.00
Bronze Heart Tree Plaque (max of 50 letters/figs)		£506.00
Bronze Heart Tree Plaque c/w a Rose motif		£540.00
Reserved space on kerb		£100.00
Flowering cherry tree and plaque		£1,299.00
Standard Rose Tree or Shrub and plaque		£1,106.00
Standard Rose Tree & bronze heart plaque		£1,155.00
Standard Rose Tree & Double tree plaque		£1,530.00
Single Granite Plaques	Range from	£576.00
	to	£783.00
Double Granite Plaques	Range from	£640.00
	to	£953.00
Plaque for Planter - Inscription only		£522.00
Plaque for Planter with Motif, cost from		£552.00

All Renewal Charges are Exempt for VAT purposes

		<u>2024-25</u>
KERB PLAQUES / TREES (Renewal of Adoption - 20 Years)		<u>Charge</u>
Single bronze kerb plaque		£175.00
Double bronze kerb plaque		£349.00
Standard Rose Tree or Shrub and plaque		£280.00
Standard Tree & plaque		£302.00
Standard Rose Tree & Double tree plaque		£455.00
Rose Bush & plaque		£227.50
Renewal of Reserved Space on Kerb		£102.50
Vase Renewal		£295.00
Sanctum 2000 Renewal		£455.00

*New Memorial Garden Charges are Standard Rated for VAT purposes (**charges shown are inclusive of VAT**)*

		<u>2024-25</u>
New Memorial Garden		<u>Charge</u>
Sanctum 2000		£1,612.00
Tablet for Cremated remains vault (Lawn 8)		£1,048.00

CEMETERIES AND CREMATORIUM FEES (Continued)

*All Charges are Standard Rated for VAT purposes (**charges shown are inclusive of VAT**)*

Gardens Price List

Gardens Price List	<u>2024-25</u>
	<u>Charge</u>
<i>Trees</i>	
Standard Rose Tree	£648.00
Single Bronze Tree Plaque	£458.00
Granite Tree Plaque Standard Motif (Extra cost)	£640.00
<i>Boutonniere Plaques</i>	
Text Only	£580.00
Hand Painted Motif	£615.00
Photo Plaque	£666.00
<i>Granite Memorial Book</i>	
Plaque	£417.00
Memory Lane Block	£431.00
Woodland Post	£458.00

Cremated Remains Memorials Price List

Cremated Remains Memorials	<u>2024-25</u>
	<u>Charge</u>
<i>Cariad Collection Keepsakes</i>	
Cheviot Keepsake	£54.00
Brecon Keepsake	£54.00
Dynasty Keepsake	£54.00
Pennine Keepsake	£54.00
Mendip Keepsake	£54.00
Cairngorm Keepsake	£54.00
<i>Cariad Full Size Urns</i>	
Cheviot Full Size Urns	£221.00
Brecon Full Size Urns	£221.00
Dynasty Full Size Urns	£221.00
Pennine Full Size Urns	£221.00
Mendip Full Urns	£221.00
Cairngorm Full Size Urns	£221.00
<i>Mandalay Aluminium Urn</i>	
Silver	£63.50
Burgundy	£63.50
Dark Blue	£63.50
<i>Derby Caskets</i>	
Single Adult Caskets	£73.00
Child Caskets	£73.00
Baby Caskets	£73.00

CEMETERIES AND CREMATORIUM FEES (Continued)

*All Charges are Standard Rated for VAT purposes (**charges shown are inclusive of VAT**)*

The Arbor

	<u>2024-25</u>
Menus at the Arbor	Charge
<i>Mid Morning Menu</i>	
Up to 30 people	£353.00
Up to 40 people	£442.00
Up to 50 people	£533.00
Up to 60 people	£590.00
Up to 70 people	£649.00
Up to 80 people	£707.00
<i>Silver Menu</i>	
Up to 30 people	£512.00
Up to 40 people	£610.00
Up to 50 people	£708.00
Up to 60 people	£838.00
Up to 70 people	£971.00
Up to 80 people	£1,103.00
<i>Gold Menu</i>	
Up to 30 people	£653.00
Up to 40 people	£758.50
Up to 50 people	£863.00
Up to 60 people	£969.00
Up to 70 people	£1,177.00
Up to 80 people	£1,404.00
<i>Afternoon Tea</i>	
Up to 30 people	£454.00
Up to 40 people	£544.00
Up to 50 people	£634.00
Up to 60 people	£681.00
Up to 70 people	£756.00
Up to 80 people	£816.00

SHOPMOBILITY

All Standard Rated for VAT purposes, unless we see evidence for medical exemption where VAT is not to be charged.

2024-25 Charges

Electric Scooter

Annual membership (includes unlimited use for one year)
Charges per visit
Non-member daily charge
Weekend
1 Week
2 Weeks
Every additional week

Net Fee	VAT	Total Fee
£23.75	£4.75	£28.50
£2.25	£0.45	£2.70
£6.67	£1.33	£8.00
£35.00	£7.00	£42.00
£54.17	£10.83	£65.00
£54.17	£10.83	£65.00
£33.33	£6.67	£40.00

NB: £100 returnable deposit on long term hire, VAT medical exemption not applicable to long term hires.

Wheelchair Hire

Overnight hire
Weekend hire (Friday to Monday)
Week hire (7 days)
Monthly hire (calendar month)

Net Fee	VAT	Total Fee
£7.08	£1.42	£8.50
£16.67	£3.33	£20.00
£25.00	£5.00	£30.00
£66.67	£13.33	£80.00

NB: £20 returnable deposit on long term hire, VAT medical exemption not applicable to long term hires.

Museum of Gloucester

	<u>2024-25 Charge £</u>
Admission	
Children Under 5	Free
Individual ticket (day ticket)	Free
Family ticket (day ticket)	Free
Concessionary ticket (day ticket)	Free
Individual membership ticket (per year)	Free
Family membership ticket (per year)	Free
Concessionary membership ticket (per year)	Free

Wheatstone Hall Hire Charges

*All Charges are Standard Rated for VAT purposes (**charges shown are Exclusive of VAT**)*

Minimum Hire Time of Three Hours

	<u>2024-25 Charge</u>		
	First hour rate	Hourly rate	Equipment rate
Wheatstone Hall	£39.50	£23.50	£23.00
Hire Fees Include: <ul style="list-style-type: none"> • Staff to setup the layout of furniture to your requirements before your arrival. • Staff for the duration of your event. • Site rectangular tables and chairs. • Basic technical equipment – standing microphone, small PA system, small projector, small screen, flipchart. • Exclusive use of the room. • A staffed and stocked bar if required (add additional hours hire fee). • Site heating. • Staff to tidy away after the event. 			

Gloucester Guildhall - Hire Charges (All Prices Exclusive of VAT)

Minimum hire time of One Hour and then charged per Half Hour after that

	<u>2024-25 Charge</u>		
Room	First Hour	Hourly Rate Thereafter	Equipment Charge (set rate)
Blue Coat Room	£30.00	£21.00	£23.00
Blue Coat Room creative rate	£15.00	£15.00	N/A
George Hunt Room	£24.00	£17.00	£23.00
George Hunt creative rate	£11.00	£11.00	N/A
Fisher Room	£30.00	£21.00	£23.00
Fisher Room creative rate	£15.00	£15.00	N/A
Henley Room	£19.00	£15.00	£23.00
Cinema	£84.00	£35.00	£67.00
The Hall	£101.00	£46.00	£89.00
The Hall - Fri/Sat peak rates	£165.00	£110.00	£89.00
Standard Hire	The above charges are all in relation to standard hire that covers room hire and layout to match the hirer's specific requirements, free Wi-Fi and jugs of water & glasses.		
<u>Event Hire Charges</u>	<u>2024-25</u>		
Hall Hire Package - 440 Standing & Seated	£1,510.00		
Hall Hire Package - 400 Standing	£1,290.00		
Hall Hire Package - 280 Seated	£1,125.00		
Hall Hire Package - 250 Seated	£990.00		
Hourly Charge (Tue-Thu)	£60.00		
<u>Cinema Ticket Charges</u>	<u>2024-25</u>		
Available to:			
Film (Pay it Forward)	£11.00		
Film (Standard)	£8.50		
Film (Open Concessions))	£6.00		
Event Cinema (Pay it Forward)	£19.50		
Event Cinema Standard)	£15.00		
Event Cinema (Open Concessions)	£10.50		
Additional Charges: (Exclusive of VAT)	<u>2024-25</u>		
Table coverings for seated events (per table)	£5.00		
Lighting and/or sound Technician	POA		
Parking for larger vehicles (Per Permit)	£10.00		
Security	POA		
Bar	£95.00		
Refreshments & Catering	See Pricing Guide		
Star Cloth backdrop	£150.00		

Gloucester Blackfriars

Hire Charges (All Prices Exclusive of VAT)

Room	<u>2024/25 Charge - Prices exc vat</u>				
	Half Day (four hours) Sunday - 1pm Friday	Full Day (eight hours) Sunday - 1pm Friday	Half Day (four hours) 1pm Friday - Saturday	Full Day (eight hours) 1pm Friday - Saturday	Add extra hours or bar
Full Site with Scriptorium (permission required)	£674	£1,276	£1,011	£1,914	£151
Full Site without Scriptorium	£562	£1,065	£845	£1,560	£127
The North Range & East Range	£440	£817	£661	£1,226	£102
The North Range	£378	£733	£568	£1,100	£89
Cloister Garden	£305	£592	£458	£889	£72
East Range & Thomas Bell Room	£325	£635	£487	£953	£79
Upper East Range	£272	£529	£408	£793	£65
Thomas Bell Room	£226	£463	N/A	N/A	£54
Lower East Range Old Kitchen	£159	£312	N/A	N/A	£39
<p>For events with a bar, an hour will be added to the scheduled close time to cover the cost of setting up and taking down the bar. Due to the nature of the Blackfriars site, the bar is set up especially for each event and packed away again ready for the event afterwards.</p>					
<p>Hire Fees Include:</p> <ul style="list-style-type: none"> • Staff to setup the layout of furniture to your requirements before your arrival. • Staff for the duration of your event. • Site rectangular tables and chairs. • Basic technical equipment – standing microphone, small PA system, small projector, small screen, flipchart. • Exclusive use of the room. • A staffed and stocked bar if required (add additional hours hire fee). • Site heating. • Staff to tidy away after the event. 					
<p>Optional Additional Costs:</p> <ul style="list-style-type: none"> • Staging – quote available upon request. • Stage Lighting – quote available upon request • Uplighters - £190.00 + vat • Security Staff (required as per the terms of our license for events where there is an alcoholic bar) – cost dependent on size of event. • Specialist sound equipment and engineer – price available upon request • Additional staff - £25.00 + vat per hour. • External furniture hire such as round tables or rustic benches – price available upon request. 					

Gloucester Blackfriars

Weddings (prices include vat)

NORTH RANGE RECEPTION HIRE		Oct - Nov, Jan - March	April - Sep & Dec
		2024-25	2024-25
Monday - Thursday		£3,850	£4,125
Friday & Sunday		£4,265	£4,895
Saturday & Bank Holiday		£4,615	£5,895
Package cost for up to 80 daytime guests and an additional 20 evening guests.			
Add ceremony room hire		£305	£305
Additional day guest £9.50, Additional eve guest £5.00			
Included in North Range Room Hire			
Two night stay in Judges Lodgings for Couple. Exclusive use of whole site. Access day before wedding to setup. Access day after to collect decorations. Dedicated wedding co-ordinator. Event team to look after couple and guests on day. Fully stocked and staffed bar.		Tables & decorative chiavari limewash chairs. Fairy lights to decorate space. Candlelit garden after dark. Uplighters to set a tone in the space. Garden games. SIA certified security staff for evening function.	

EAST RANGE RECEPTION HIRE		Oct - March	April	May - Sep
		2024-25	2024-25	2024-25
Monday - Thursday		£1,625	£1,804	£2,140
Friday & Sunday		£1,865	£2,140	£4,895 *
Saturday & Bank Holiday		£2,360	£2,925	£5,895 *
Package cost for up to 50 guests				
Add ceremony room hire		£305	£305	
Included in East Range Room Hire				
* Peak month Friday – Saturday weddings - Exclusive use of the site for the duration of your wedding, with your reception taking place in the intimate Upper East Range.				
Off peak weddings – Exclusive access to the historic East Range and Thomas Bell Room for the duration of your wedding. 2 hours access day before to setup decorations. Access the day after to collect decorations. Dedicated wedding co-ordinator. Specialist event team to look after couple and guests on day. A fully stocked and staffed bar in the nearby Thomas Bell Room.		5ft round tables for the reception (seat up to 8) and decorative chiavari chairs. Fairy lights to decorate the space and highlight its periodic features. A candlelit garden after dark. Garden games laid out on the lawn for your guests to enjoy. SIA Certified security staff for your evening function where applicable.		

CEREMONY ONLY ROOM VENUE HIRE				
Access for Three Hours				
2024-25 Charges				
Room	Monday - Thursday	Friday & Sunday	Saturday & Bank Holidays	
The North Range - No of Guests 80	£1,185	£1,495	£1,850	*
Upper East Range - No of Guests 60	£810	£930	N/A	
Lower East Range - No of Guests 14 (1.5 hours access)	£350 **	£450 **	N/A	
Additional Guests (Maximum up to 150) for North Range ceremony - £9.00pp				
* 12 Noon latest time available				
** Before 11am only				
Prices Include				
Access one hour before venue opens to drop off decorations 3 hours access to the private site for North Range & Upper East Range ceremonies Dedicated wedding co-ordinator. Event team to look after couple and guests on day.		Antique table & chairs for signing register Fairy lights to decorate space. Chiavari limewash chairs 1.5 hours access for Lower East Range		

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