

Discretionary Fees and Charges 2021/22

VAT KEY OS Outside the scope of VAT
S Standard Rated 20%
E Exempt

APPENDIX 2

Service	Further Information	VAT Category	Charges for 2020/21 Net of VAT if applicable £	Charges for 2020/21 with VAT if applicable £	Charges for 2021/22 Net of VAT if applicable £	Charges for 2021/22 with VAT if applicable £
GOVERNANCE & LAW						
Freedom of Information Act 2000						
FOI requests exceeding 18 hours of Officer work		OS	450.00	450.00	450.00	450.00
Continued work on FOI requests after 18 hours of Officer work exceeded (per hour)		OS	25.00	25.00	25.00	25.00
FOI requests deemed to be vexatious (per hour)		OS	n/a	n/a	25.00	25.00
Environmental Information Regulations						
EIR requests deemed to be manifestly unreasonable (per hour) (disbursements eg. photocopying and postage will be charged separately)		OS	25.00	25.00	25.00	25.00
Data Protection Act 2018						
Requests deemed to be manifestly unfounded or excessive (per hour)		OS	25.00	25.00	25.00	25.00
Requests for further copies of previously disclosed information (per hour)		OS	25.00	25.00	25.00	25.00
Legal Fees						
Development/planning agreements	First 10 hours	OS	715 to 4,080	715 to 4,080	720 to 4,110	720 to 4,110
Hourly rate thereafter		OS	110.00	110.00	111.00	111.00
Commercial property / lease	Hourly rate if applicable	OS	460 to 870	460 to 870	464 to 877	464 to 877
Transfer of miscellaneous land		OS	560 to 765	560 to 765	564 to 771	564 to 771
Lease renewals		OS	255 to 510	255 to 510	257 to 514	257 to 514
License to assign		OS	410 to 870	410 to 870	413 to 877	413 to 877
Licences for alterations		OS	n/a	n/a	413 to 877	413 to 877
Licenses for land		OS	255 to 870	255 to 870	257 to 877	257 to 877
Easements		OS	360 to 820	360 to 820	363 to 827	363 to 827
Land enquiries - abortive transaction fee		OS	155.00	155.00	156.00	156.00
Deed of surrender		OS	410 to 870	410 to 870	413 to 877	413 to 877
Deed of novation		OS	410 to 870	410 to 870	413 to 877	413 to 877
Leaseholder matters/post RTB Matter		OS	155 to 310	155 to 310	see below (separate charging section)	
Discharge of mortgages		OS	125.00	125.00	126.00	126.00
Rent reviews		OS	155.00	155.00	156.00	156.00
Supplying copies of deed/misc land documents per A4 photocopying charge		OS	0.10	0.10	0.10	0.10
Hourly rate for providing services to external organisations or hourly rate to be applied in complex property/development transactions		S	110.00	132.00	111.00	133.20
<i>Leasehold administration fees (post Right To Buy matters)</i>						
Standard management information for pre-assignments		OS	n/a	n/a	200.00	200.00
Additional pre-assignment enquiries (questions outside of the standard pack)		OS	n/a	n/a	50.00	50.00
Notice of transfer / charge		OS	n/a	n/a	150.00	150.00
Notice of re-mortgage		OS	n/a	n/a	60.00	60.00
Deed of covenant		OS	n/a	n/a	100.00	100.00
Alteration/ improvements request		OS	n/a	n/a	150.00	150.00
Retrospective alteration/improvement consent		OS	n/a	n/a	250.00	250.00
Deed of Variation or Rectification		OS	n/a	n/a	150.00	150.00

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COMMUNICATIONS						
<i>Below are the advertised rates, but discretionary discounts could be considered.</i>						
Advertising space in Your District Today	1/4 Page	S	295.00	354.00	297.00	356.40
Advertising space in Your District Today	1/2 Page	S	495.00	594.00	500.00	600.00
Advertising space in Your District Today	Full Page	S	850.00	1,020.00	857.00	1,028.40
Advertising space in Your District Today	Back Page	S	995.00	1,194.00	1,003.00	1,203.60
Advertising space in Your District Today	Inside Front/Back cover	S	900.00	1,080.00	907.00	1,088.40
Waste & Recycling						
Bulky household collection (1 item)		OS	24.99	24.99	30.00	30.00
Bulky waste additional items (collected on the same visit)		OS	6.00	6.00	8.00	8.00
Abortive visits (including scheduled collections not cancelled 1 working day in advance)		OS	24.99	24.99	25.20	25.20
Cancelled visits - (including scheduled collections not cancelled 1 working day in advance)		OS	5.00	5.00	5.00	5.00
Garden waste sacks individual		OS	1.30	1.30	n/a	n/a
Garden waste sacks (roll of 10 sacks)		OS	11.70	11.70	n/a	n/a
Purple sacks (restrictions apply) - individual		OS	2.50	2.50	2.50	2.50
Purple sacks (restrictions apply) - roll of 13 sacks		OS	30.50	30.50	30.75	30.75
Supply & delivery of 140 litre wheeled bin		OS	36.70	36.70	36.70	36.70
Supply & delivery of 180 litre wheeled bin		OS	50.99	50.99	51.40	51.40
Supply & delivery of 240 litre wheeled bin		OS	48.90	48.90	49.30	49.30
Supply & delivery of 360 litre wheeled bin		OS	77.50	77.50	78.10	78.10
Supply & delivery of 660 litre wheeled bin		OS	239.70	239.70	252.00	252.00
Supply & delivery of 660 litre wheeled bin (recyclables)		OS	249.90	249.90	See above	See above
Supply & delivery of 1100 litre wheeled bin		OS	257.00	257.00	259.00	259.00
Supply & delivery of 1100 litre wheeled bin (recyclables)		OS	265.00	265.00	See above	See above
Bin authorisation fee (2 wheeled bin)		OS	6.00	6.00	6.00	6.00
Bin authorisation fee (4wheeled bin)		OS	12.00	12.00	12.00	12.00
Food waste collections, kerbside container		OS	10.15	10.15	15.00	15.00
Food waste collections, kitchen caddy		OS	6.70	6.70	10.00	10.00
New property container offer (Up to 2WB, 2 Food + Box) Price capped at		OS	86.65	86.65	100.00	100.00
Black box recycling container		OS	10.15	10.15	15.00	15.00
Purple box recycling container		OS	10.15	10.15	15.00	15.00
Green waste collection - contribute towards purchase		OS	30.50	30.50	30.70	30.70
Green waste collection - annual subs.		OS	48.00	48.00	48.40	48.40
Green waste collection - direct debit		OS	48.00	48.00	48.40	48.40
Street Naming and Numbering						
Changing a property address		OS	80.00	80.00	80.00	80.00
Registering a new property		OS	135.00	135.00	136.00	136.00
New Street/Building (2-10 units)		OS	280.00	280.00	282.00	282.00
New Street/Building (11-19 units)		OS	390.00	390.00	390.00	390.00
New Street/Building (>20 units)		OS	390.00	390.00	393.00	393.00
Additional unit		OS	30.00	30.00	30.00	30.00
Changing a street name		OS	735.00	735.00	735.00	735.00
Provision of historical information		OS	245.00	245.00	247.00	247.00

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HOUSING						
Housing Revenue Account						
Garages let to SDC tenants	Per week	OS	11.90	11.90	12.00	12.00
Garages let privately	Per week	S	11.93	14.30	12.00	14.40
Parking spaces let to SDC tenants	Per week	E	3.50	3.50	3.50	3.50
Parking spaces let privately	Per week	S	3.50	4.20	3.50	4.20
Stores	Per week	E	17.90	17.90	18.00	18.00
Hire of scooter store	Per week	E	2.45	2.45	2.45	2.45
Lounge hire - sheltered accommodation	Per hour	E	14.90	14.90	15.00	15.00
Guest rooms - sheltered accommodation	Per night	E	17.85	17.85	18.00	18.00
Lifeline for Council tenants (VAT is zero rated for clients with disabilities)	Per week	S	1.00	1.20	1.00	1.20
Long lease renewals						
Administrative fee		S	214.20	257.00	216.00	259.20
Valuation fee		S	384.50	461.40	388.00	465.60
Plan fee		S	102.00	122.40	103.00	123.60
Supporting People						
- Full Sheltered	Per week	E	11.40	11.40	11.50	11.50
- Semi Sheltered	Per week	E	0.80	0.80	0.80	0.80
Shed	Per week	E	3.98	3.98	4.01	4.01
RTB - management fee	Annual	E	220.00	220.00	221.80	221.80
RTB - reference for purchase		E	45.90	45.90	46.30	46.30
RTB - service charges enquiry		E	80.60	80.60	81.20	81.20
Sale of land - administration fee		S	268.25	321.90	272.42	326.90
Housing						
Non-Statutory Inspection fee	Per inspection	S	120.00	144.00	120.81	145.00
Leasehold Services						
Arrears administration fee	Stage 3 arrears cases	E	0.00	0.00	75.00	75.00
Major works service charge management fee	Per major works	E	0%	0%	10%	10%

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OPERATIONS						
Parking Services						
Provision of white 'access' road markings (outside premises or private drive): Analysis and survey work	per application	E	121.00	121.00	122.00	122.00
Installation and maintenance (10 years)	per application	E	158.00	158.00	159.00	159.00
Hire of Land						
Refundable deposit - non-commercial events(minimum of £100) - sliding scale		OS	up to £500.00	up to £500.00	up to £500.00	up to £500.00
Small non-commercial events (excluding Boot Fairs) - hire charge		OS	143.00	143.00	143.00	143.00
Charitable/Community events - hire charge		OS	41.00	41.00	41.00	41.00
Boot Fairs		OS	280.00	280.00	280.00	280.00
Commercial events hire charge (per day)		OS	1,210.00	1,210.00	1,210.00	1,210.00
Refundable deposit - commercial events (minimum of £500) - sliding scale		OS	up to £1,000.00	up to £1,000.00	up to £1,000.00	up to £1,000.00
Arranging TPC road closure (admin fee)		OS	25.00	25.00	30.00	30.00
Cleaning & restocking charge for use of WCs used by event organiser (some exemptions available on request)		S	110.83	133.00	115.00	138.00
Public Toilets						
Dymchurch Sea Wall toilets		OS	0.20	0.20	0.20	0.20
Radar keys		S	2.24	2.70	2.25	2.70
Outdoor Sports and Recreation						
Outdoor Sports and Recreation These activities are subjected to standard VAT unless there is a block booking of 10 or more sessions by schools, clubs or associations, then it is treated as an exempt activity.						
Cricket – Shorncliffe		S	62.63	75.20	63.17	75.80
Cricket – Shorncliffe (Concession)		S	26.11	31.30	26.33	31.60
Football – Sports Ground (Cheriton)		S	67.83	81.40	68.33	82.00
Football – Sports Ground (Cheriton) (concession)		S	46.92	56.30	47.33	56.80
Mini Soccer - Sports Ground (Cheriton)		S	15.10	18.10	15.25	18.30
Football - 9v9 Sports Ground (Cheriton Rd and North Rd)		S	30.30	36.40	30.58	36.70
Football – Stadium (Cheriton)		S	57.43	68.90	57.92	69.50
Football – Stadium (Cheriton) (concession)		S	36.52	43.80	36.83	44.20
Royal Military Canal:						
Allotments (Green Lane) Full Plot		OS	41.80	41.80	43.00	43.00
Allotments (Green Lane) Half Plot		OS	20.90	20.90	22.00	22.00
Shingle Extraction						
Annual Fee up to 120,000 cubic metres		OS	n/a	n/a	n/a	n/a
Fee per cubic metre over 120,000 cubic metres		OS	1.04	1.04	1.06	1.06
Beach Huts						
Hythe	per annum		800.00	800.00	Various	Various
Sale of Documents						
Sale of miscellaneous documents - Building Control		S	Variable	Variable	Variable	Variable

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Private Lifeline Charges						
<i>Equipment subject to VAT but client has option to complete VAT exemption form.</i>						
Lifeline unit (per week)	per week	S	3.50	4.20	3.58	4.30
Bogus caller alarm		S	31.00	37.20	n/a	n/a
CO2 fall & flood detector	Quarterly charge	S	34.50	41.40	34.83	41.80
GPS Footprint	per week	S	5.30	6.40	5.33	6.40
Universal sensor	Quarterly charge	S	17.20	20.60	17.33	20.80
Epilepsy sensor	per week	S	6.70	8.00	6.75	8.10
Pull cord		S	2.00	2.40	n/a	n/a
Property exit sensor		S	2.20	2.60	2.20	2.60
Bed occupancy sensor	Quarterly	S	81.25	97.50	81.25	97.50
Bed sensory pad	per week	S	1.50	1.80	1.50	1.80
PR / fault visits		S	39.00	46.80	40.00	48.00
Safe socket		S	31.00	37.20	31.00	37.20
Smoke detectors	per week	S	2.30	2.80	2.33	2.80
Telephone extension lead		S	6.00	7.20	6.00	7.20
Electrical extension lead		S	9.00	10.80	9.00	10.80
Pendant		S	72.50	87.00	72.50	87.00
Pendant rental	per week	S	1.50	1.80	n/a	n/a
Replacement pendant (used)		S	40.00	48.00	40.00	48.00
Lost units (replacements)		S	138.00	165.60	139.00	166.80
GSM (mobile phone lifeline)	per week	S	6.70	8.00	n/a	n/a
Care assist	per week	S	3.30	4.00	3.33	4.00
Care assist for existing clients with faulty line		S	44.00	52.80	44.42	53.30
Replacement power supply	per unit	S	36.00	43.20	n/a	n/a
Big button phone	per unit	S	17.50	21.00	17.50	21.00
Minuet pendants	per unit	S	85.00	102.00	85.00	102.00
ADSL filters	Unit price +10%	S	5.00	6.00	5.00	6.00
Installation charge		S	40.00	48.00	40.00	48.00
Out of area installation charge		S	69.50	83.40	69.50	83.40
RSL monitoring income shown as an hourly rate		S	0.11	0.13	0.11	0.13
Wristband set up charge		S	35.00	42.00	35.00	42.00
Wristbands (per annum)		S	20.00	24.00	20.00	24.00
Telehealth monitoring		S	1.85	2.20	n/a	n/a
Warm Homes		S	1.55	1.55	2.00	2.00
Lone Worker scheme set-up	per person	S	5.50	6.60	5.50	6.60
Lone Worker scheme part-time	per week	S	0.90	1.10	0.92	1.10
Lone Worker scheme full-time	per week	S	1.20	1.40	1.17	1.40
Data holding and contract holding	per week	S	0.60	0.70	n/a	n/a
Donated Units (per week)	As per supporting people grant	S	2.20	2.60	2.17	2.60
Daily Check Calls	per quarter	S	14.60	17.50	14.72	17.70
Daily Check Calls	per annum	S	58.40	70.10	58.92	70.70

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PLANNING						
Planning Pre-Application Charging Schedule						
Householder application - written advice only		S	44.63	53.60	45.00	54.00
Householder application - up to 1 hour meeting with written advice		S	133.89	160.70	135.00	162.00
Equestrian development (domestic) - written advice only		S	44.63	53.60	45.00	54.00
Equestrian development (domestic) - up to 1 hour meeting with written advice		S	133.89	160.70	135.00	162.00
Replacement dwellings						
Single dwelling/flat/holiday let/self contained annexe, incl change of use - written		S	133.89	160.70	135.00	162.00
Single dwelling/flat/holiday let/self contained annexe, incl change of use - up to 1 hour meeting with written advice		S	223.13	267.80	224.91	269.90
2 - 9 dwellings/flats/holiday lets incl HMOs, self contained units with care - written advice only		S	221.09	265.30	222.83	267.40
2 - 9 dwellings/flats/holiday lets incl HMOs, self contained units with care - up to 1 hour meeting with written advice		S	374.85	449.80	377.83	453.40
10 - 20 dwellings/flats/holiday lets incl HMOs, self contained units with care - up to 2 hour meeting with written advice		S	580.13	696.20	584.75	701.70
21 - 49 dwellings/flats/holiday lets incl HMOs, self contained units with care - up to 2 hour meeting with written advice		S	758.63	910.40	764.67	917.60
50 - 199 dwellings/flats/holiday lets incl HMOs, self contained units with care - up to 2 hour meeting with written advice. (Planning Performance Agreement if appropriate for cost recovery of officer time and consultant costs)		S	892.50	1,071.00	899.67	1,079.60
Strategic development 200 units and over - Planning Performance Agreement for cost recovery of officer time and consultant costs		S	Variable	Variable	Variable	Variable
External alterations requiring planning permission - all uses		S	44.63	53.60	45.00	54.00
Listed Buildings where no associated planning permission required - written advice only		S	66.91	80.30	67.42	80.90
Listed Buildings where no associated planning permission required - 30 minute meeting with written advice		S	133.89	160.70	135.00	162.00
Listed building work also requiring planning permission - relevant pre application planning fee.		S	Variable	Variable	Variable	Variable
Advertisements (initial one hour advice meeting and letter)						
Businesses - further work following initial advice and all other business/commercial with a floor space 500m ² and below		S	44.63	53.60	45.00	54.00
Businesses - further work following initial advice and all other business/commercial with a floor space above 500m ² - £525 plus £1,000 per 500m ² thereafter		S	446.25	535.50	449.83	539.80
Businesses - further work following initial advice and all other business/commercial with a floor space above 500m ² - £525 plus £1,000 per 500m ² thereafter		S	Variable	Variable	Variable	Variable
All Other operations and developments including changes of use		S	446.25	535.50	449.83	539.80
Sale of Documents						
Sale of miscellaneous documents - Planning Policy		S	Variable	Variable	Variable	Variable
Sale of miscellaneous documents - Development Management		S	Variable	Variable	Variable	Variable
Charging for monitoring legal agreements		S	Variable	Variable	Variable	Variable
Shepway Core Strategy Local Plan	Hard Copy	S	74.97	90.00	76.50	91.80
Shepway Core Strategy Local Plan	Saved Policies	S	96.29	115.50	98.25	117.90
Shepway Core Strategy Local Plan - concessionary rate for local residents, Town and Parish Councils	Hard Copy	S	53.55	64.30	54.58	65.50
	with Saved Policies	S	74.97	90.00	76.50	91.80
Self-Build and Custom Build Housing Projects Register						
First time applicants		S	25.50	30.60	26.00	31.20
Annual renewal		S	12.75	15.30	13.00	15.60

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PLACE						
Hythe Swimming Pool						
<i>These activities are subjected to standard VAT unless there is a block booking of 10 or more sessions by schools, clubs or associations, then it is</i>						
Swimming – Adult		S	3.60	4.30	3.70	4.40
Swimming – Junior		S	2.25	2.70	2.30	2.80
Swimming – Senior		S	2.25	2.70	2.30	2.80
Swimming – Off Peak		S	2.75	3.30	2.75	3.30
Swimming – Disabled		S	1.75	2.10	1.80	2.20
Swimming – Carer		S	1.75	2.10	1.80	2.20
Organised Groups – Adults		S	3.00	3.60	3.00	3.60
Organised Groups – Junior		S	1.95	2.30	1.95	2.30
Family ticket (2 adults & 2 juniors or 1 adult & 3 juniors)		S	9.30	11.20	9.50	11.40
Aqua Aerobics/Fit		S	4.50	5.40	4.60	5.50
Aqua Zumba		S	4.50	5.40	4.50	5.40
Spectator Admission		S	0.80	1.00	0.80	1.00
Gym		S	4.60	5.50	4.70	5.60
Adult lessons – course of 10 (45 minute lessons)		E	81.50	81.50	81.50	81.50
Adult (front crawl) training - per session		E	5.40	5.40	5.40	5.40
Junior lessons – course of 10 (30 minute lessons)		E	56.00	56.00	56.00	56.00
Pool hire per hour (includes 1 lifeguard and upto 30 people)		S	95.00	114.00	95.80	115.00
Teaching Pool hire per hour		S	34.42	41.30	34.75	41.70
Club hire (Monday-Saturday)		E	69.40	69.40	70.00	70.00
Club hire (Sunday)		E	63.20	63.20	63.80	63.80
Lifeguard for clubs		E	11.95	11.95	12.10	12.10
Adult blue voucher book (12 tickets)		S	35.80	43.00	36.70	44.00
Senior voucher book (12 tickets)		S	22.50	27.00	23.30	28.00
Junior voucher book (12 tickets)		S	22.50	27.00	23.30	28.00
Disabled Voucher book (12 tickets)		S	17.50	21.00	18.30	22.00
Aqua Aerobics yellow voucher books (12 tickets)		S	45.00	54.00	45.80	55.00
School swimming teacher - per half hour		S	7.25	8.70	7.35	8.80
Schools non exclusive – per child per half hour		S	1.85	2.20	1.90	2.30
School exclusive pool hire – per half hour (maximum 20 children)		S	29.00	35.00	30.00	36.00
School exclusive pool hire – additional children		S	1.25	1.50	1.35	1.60
Private lessons per half hour – 1 child		E	13.50	13.50	13.70	13.70
Direct debit - annual advance payment		S	175.00	210.00	175.00	210.00
Direct debit - monthly payment on a minimum 12 month contract		S	15.30	18.40	15.30	18.40
Direct debit monthly payment - open contract (no minimum term can be cancelled at any time) subject to a joining fee see next line		S	19.70	23.60	19.70	23.60
Joining fee for open contract direct debit		S	13.70	16.40	13.70	16.40

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			£	£	£	£
Taxi Licensing						
Drivers Single Licence Deleted in 21-22.		OS	135.00	135.00	-	-
Private Hire Driver		OS	-	-	312.00	312.00
Drivers Dual Licence Deleted 21-22.		OS	185.00	185.00	-	-
Dual Driver		OS	-	-	312.00	312.00
Knowledge Test		OS	62.00	62.00	62.50	62.50
Vehicle Licence – Annual		OS	273.00	273.00	275.00	275.00
Vehicle Licence – Transfer		OS	96.00	96.00	97.00	97.00
Vehicle Licence - Change of Ownership (no plates)		OS	45.00	45.00	45.40	45.40
Vehicle Plate replacement		OS	21.00	21.00	21.20	21.20
Driver Badge replacement		OS	21.00	21.00	21.20	21.20
Private Hire Operator Licence (Per vehicle) - deleted 21-22	5 years renewal	OS	63.00	63.00	-	-
Single Vehicle Operator	5 years renewal	OS	-	-	120.00	120.00
Multiple Vehicle Operator	5 years renewal	OS	-	-	943.00	943.00
Refund Processing Fee (surrendered Licence)			25.00	25.00	25.00	25.00
Copy of Paper Licence			10.50	10.50	10.50	10.50
Amend Paper Licence (change of address details)			10.50	10.50	10.50	10.50
Miscellaneous Licensing						
Dangerous Wild Animals Act 1964 & 1970	Every Two years	OS	428.50	428.50	428.50	428.50
Boarding in Kennels for Dogs Boarding For Cats (Part A)			184.50	184.50	184.50	184.50
Selling Animals As Pets (Part A)			184.50	184.50	184.50	184.50
Homeboarding for Dogs (6 or more animals), Dog Day Care, Homeboarding Agent (Part A)			166.50	166.50	166.50	166.50
Homeboarding for Dogs (5 or less animals) (Part A)			148.50	148.50	148.50	148.50
Breeding of Dogs (Part A)			166.50	166.50	166.50	166.50
Keeping/Training Animals for Exhibition (5 or less animals) (Part A)			148.50	148.50	148.50	148.50
Keeping/Training Animals for Exhibition (6 or more animals) (Part A)			184.50	184.50	184.50	184.50
1 year Licence (Part B)			113.00	113.00	113.00	113.00
2 year Licence (Part B)			176.00	176.00	176.00	176.00
3 year Licence (Part B)			229.00	229.00	229.00	229.00
Hiring of Horses (Part A)			166.50	166.50	166.50	166.50
Other Charges						
Request for Variations						
- administrative amendment only			20.00	20.00	20.00	20.00
- inspector visit (if required)			80.00	80.00	80.00	80.00
Request for re-inspection (for all licences) plus vet fees if applicable			80.00	80.00	80.00	80.00
Zoo Licence Act 1982						
Application Fee			604.20	604.20	604.20	604.20
LA Inspector per hour			26.30	26.30	26.30	26.30
Veterinary fees (all animal licences) - recharged at cost.			0.00	N/A	0.00	N/A
Street Trading Consent/Licence (Annual)		OS	295.00	295.00	297.00	297.00
Street Trading Consent (3 month)		OS	120.00	120.00	121.00	121.00
Non mobiles > 25 feet in length		OS	803.00	803.00	809.00	809.00
Stall per foot- Sandgate Road	March to December	OS	3.00	3.00	1.00	1.00
Stall per foot- Sandgate Road	January and February	OS	1.80	1.80	1.00	1.00
Stall per foot- Guildhall Street	March to December	OS	2.00	2.00	1.00	1.00
Stall per foot- Guildhall Street	January and February	OS	1.35	1.35	1.00	1.00
Stall per foot per day - Sandgate Road and Guildhall Street - regular stall holders		OS	-	-	1.00	1.00
Stall per foot per day - Sandgate Road and Guildhall Street - casual stall holders		OS	-	-	2.00	2.00
Street Trading Licence (Lanterns) - per stall per day	per foot	OS	5.00	5.00	5.00	5.00

Discretionary Fees and Charges 2021/22

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Service	Further Information	VAT Category	Charges for 2020/21	Charges for 2020/21	Charges for 2021/22	Charges for 2021/22
			Net of VAT if applicable £	with VAT if applicable £	Net of VAT if applicable £	with VAT if applicable £
New Markets:						
Number of stalls 5 -20	Max of 14 days	OS	-	-	140.00	140.00
	15 - 52 days	OS	-	-	520.00	520.00
	53 + days	OS	-	-	1,040.00	1,040.00
Number of stalls 21 +	Max of 14 days	OS	-	-	210.00	210.00
	15 - 52 days	OS	-	-	780.00	780.00
	53 + days	OS	-	-	1,560.00	1,560.00
Canoe - annual		OS	29.50	29.50	29.50	29.50
Canoe - seasonal		OS	19.50	19.50	19.50	19.50
Boat - annual		OS	48.00	48.00	48.00	48.00
Boat - seasonal		OS	30.00	30.00	30.00	30.00
Scrap Metal Licensing						
Grant of site licence		OS	513.00	513.00	517.00	517.00
Renewal of site licence		OS	481.00	481.00	485.00	485.00
Collectors licence		OS	300.00	300.00	302.00	302.00
Variation of licence		OS	65.80	65.80	66.30	66.30
Change of details		OS	55.00	55.00	55.00	55.00
Personal & Premises Licences						
Personal - Acupuncture, ear piercing, electrolysis & semi-permanent ink		OS	193.00	193.00	193.00	193.00
Personal - Tattooing Registration		OS	308.00	308.00	308.00	308.00
Personal - Sex Shop Consent		OS	2,067.00	2,067.00	2,067.00	2,067.00
Personal - Change to Registration		OS	107.00	107.00	107.00	107.00
Personal - change of detail to licence that does not require an officer visit		OS	-	-	10.50	10.50
Premise Licence Pre-Application Schedule						
Written advice (basic) following letter/submission received		S	21.00	25.20	21.00	25.20
Premises Licence Pre-application Advice Meeting 90 mins		S	79.50	95.40	79.50	95.40
Dog Control						
Kennelling per night		OS	19.90	19.90	20.00	20.00
Out of hours dog collection		OS	52.20	52.20	52.60	52.60
Veterinary fees at cost		OS	Variable	Variable	Variable	Variable
Microchip fee		OS	5.00	5.00	5.00	5.00
Flea treatment (dependant on size of the dog)		OS	8.00 to 12.00	8.00 to 12.00	8.00 to 12.00	8.00 to 12.00
Worming (dependant on size of the dog)		OS	8.00 to 13.00	8.00 to 13.00	8.00 to 13.00	8.00 to 13.00
Vaccination charge		OS	25.00	25.00	25.20	25.20
Pollution Environmental Health						
Contaminated land search fee		OS	153.00	153.00	154.00	154.00
Hourly fee for works in default (returning seized goods and removal of fly posting)		OS	15.30	15.30	15.40	15.40
Food and Safety						
Certificate for voluntary surrender of unfit food (Including 1 hour officer time)		OS	94.00	94.00	94.00	94.00
Plus officer time per additional hour		OS	43.00	43.00	43.00	43.00
Food export certificate		OS	45.00	45.00	45.00	45.00
Plus additional charge per consignment where inspection is required			90.00	90.00	90.00	90.00
Food Hygiene course - fee per person		E	60.00	60.00	60.00	60.00
Food Hygiene Scheme - re-rating	per application	E	130.00	130.00	130.00	130.00

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Private Water Supply Sampling						
Risk assessments(If carried out by contractor)	per hour	OS	52.50	52.50	52.90	52.90
Risk assessments(If carried out by SDC staff)	per hour	OS	26.30	26.30	26.50	26.50
Mileage	per mile	OS	0.60	0.60	0.60	0.60
Sampling	per visit	OS	56.30	56.30	56.80	56.80
Analysis and courier (first sample)	first sample	OS	16.30	16.30	16.40	16.40
Additional sample	each	OS	5.50	5.50	5.50	5.50
Caravan Site Licensing						
New application	Band A (single pitch)	E	0.00	0.00	0.00	0.00
New application	Band B (2 - 10 pitches)	E	538.00	538.00	538.00	538.00
New application	Band C (11 - 25 pitches)	E	626.00	626.00	626.00	626.00
New application	Band D (26 - 50 pitches)	E	772.00	772.00	772.00	772.00
New application	Band E (51 - 100 pitches)	E	1,041.00	1,041.00	1,041.00	1,041.00
New application	Band F (101 - 200 pitches)	E	1,596.00	1,596.00	1,596.00	1,596.00
New application	Band G (201 - 400 pitches)	E	2,690.00	2,690.00	2,690.00	2,690.00
New application	Band H (401 - 800 pitches)	E	4,878.00	4,878.00	4,878.00	4,878.00
Annual fee	Band A	E	0.00	0.00	0.00	0.00
Annual fee	Band B	E	319.00	319.00	319.00	319.00
Annual fee	Band C	E	407.00	407.00	407.00	407.00
Annual fee	Band D	E	552.90	552.90	552.90	552.90
Annual fee	Band E	E	823.20	823.20	823.20	823.20
Annual fee	Band F	E	1,377.00	1,377.00	1,377.00	1,377.00
Annual fee	Band G	E	2,471.50	2,471.50	2,471.50	2,471.50
Annual fee	Band H	E	4,660.40	4,660.40	4,660.40	4,660.40
Transfer	Band A	E	0.00	0.00	0.00	0.00
Transfer	Band B to Band H	E	59.00	59.00	59.00	59.00
Amendment	Band A (single pitch)	E	0.00	0.00	0.00	0.00
Amendment	Band B to Band H	E	82.60	82.60	82.60	82.60
Site rules	Band A (single pitch)	E	0.00	0.00	0.00	0.00
Site rules	Band B to Band H	E	39.50	39.50	39.50	39.50
Cemeteries						
Purchase fees						
Children not exceeding 12		OS	247.00	247.00	249.00	249.00
Person over 12 –purchase fee		OS	611.00	611.00	613.00	613.00
Burial and Plot Fees (now included within above)		OS	0.00	0.00	0.00	0.00
Green Burials (Hawkinge Only)		OS	1,008.00	1,008.00	1,010.00	1,010.00
Plot purchase, first internment & right to erect						
Garden of remembrance (Lydd, Double Plot)		OS	610.00	610.00	610.00	610.00
Garden of remembrance (New Romney, Double Plot)		OS	610.00	610.00	610.00	610.00
Garden of remembrance (New Romney, Single Plot)		OS	382.00	382.00	382.00	382.00
Digging Fees						
Children stillborn - No charge		E				
Person over 12 – single depth digging		OS	587.00	587.00	589.00	589.00
Person over 12 – double depth		OS	872.00	872.00	874.00	874.00
Person over 12 – triple depth		OS	1,168.00	1,168.00	1,170.00	1,170.00

Discretionary Fees and Charges 2021/22

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Other Fees						
Exhumation Fee (at cost)		E	Variable	Variable	Variable	Variable
Internment of ashes		OS	147.00	147.00	150.00	150.00
Late internment		OS	140.00	140.00	143.00	143.00
Spreading of ashes		OS	50.00	50.00	55.00	55.00
Scattering of ashes under turf		OS	147.00	147.00	150.00	150.00
Re-open fee		OS	89.00	89.00	90.00	90.00
Add. inscription		OS	75.00	75.00	77.00	77.00
Use of chapel		OS	145.00	145.00	147.00	147.00
Memorials – 6 X 3		OS	251.00	251.00	253.00	253.00
Vases		OS	96.00	96.00	98.00	98.00
Kerbs		OS	446.00	446.00	448.00	448.00
Laying down unsafe memorial		OS	127.00	127.00	127.00	127.00
Standard cost of a donated memorial bench, new plaque and 10 years mtce		OS	1,591.00	1,591.00	1,604.00	1,604.00
Standard cost of a refurbished donated memorial bench, new plaque and 10 years mtce		OS	936.00	936.00	943.00	943.00
Standard cost of a refurbished donated memorial bench, existing plaque and 10 years mtce		OS	822.00	822.00	829.00	829.00
Deed of grant		E	41.00	41.00	42.00	42.00
Transfer of Deed of Grant		E	105.00	105.00	106.00	106.00
Maintenance		E	99.00	99.00	100.00	100.00
Reserved plot surcharge on use		OS	82.00	82.00	82.00	82.00
Reservation fee		OS	82.00	82.00	82.00	82.00
Family History Request - per request up to 3 names		E	31.00	31.00	32.00	32.00
Family History Request - per request more than 3 names		E	61.00	61.00	64.00	64.00
Replacement headstones - administration fee		E	51.00	51.00	52.00	52.00
Burial where ashes are added - administration fee		E	51.00	51.00	52.00	52.00
Mixing of two ashes - administration fee		E	51.00	51.00	52.00	52.00
Public Health Funerals			300.00	300.00	303.00	303.00
Hiring of council meeting rooms for all non Folkestone & Hythe District Council meetings/functions						
<i>KALC (Kent Association of Local Councils) and relevant voluntary/Charity organisations 100% discount</i>						
Council Chamber	Basic Hourly rate	E	35.80	35.80	36.10	36.10
Council Chamber	Hourly rate after 9pm week day evenings & Saturday (including Civic Warden fee)	E	60.60	60.60	61.10	61.10
Council Chamber	Hourly rate for Sundays & Bank Holidays (including Civic Warden fee)	E	67.60	67.60	68.10	68.10
Boulogne and Middleburg Room	Basic Hourly rate	E	26.60	26.60	26.80	26.80
Boulogne and Middleburg Room	Hourly rate after 9pm week day evenings & Saturday (including Civic Warden fee)	E	51.90	51.90	52.30	52.30
Boulogne and Middleburg Room	Hourly rate for Sundays & Bank Holidays (including Civic Warden fee)	E	58.50	58.50	59.00	59.00
Other meeting rooms	Basic Hourly rate	E	15.30	15.30	15.40	15.40
Other meeting rooms	Hourly rate after 9pm week day evenings & Saturday (including Civic Warden fee)	E	40.60	40.60	40.90	40.90
Other meeting rooms	Hourly rate for Sundays & Bank Holidays (including Civic Warden fee)	E	47.20	47.20	47.60	47.60

Discretionary Fees and Charges 2021/22

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Use of drinks machine for non Folkestone & Hythe District Council meetings/functions						
Per drink - Up to 30 persons		S	0.94	1.10	0.97	1.20
30 Persons or more		S	28.15	33.80	29.00	34.80
Lost/Unreturned ID cards						
Charge to staff		E	7.50	7.50	7.50	7.50
Charge to contractors		E	7.50	7.50	7.50	7.50
FINANCE, STRATEGY & CORPORATE SERVICES						
General sale of documents / photocopying						
Photocopying	per A4 sheet (black & white)	S	0.12	0.15	0.12	0.15
Photocopying	per A4 sheet (colour)	S	0.16	0.20	0.16	0.20
Photocopying	per A3 sheet (black & white)	S	0.28	0.35	0.28	0.35
Photocopying	per A3 sheet (colour)	S	0.32	0.40	0.32	0.40
Photocopying	per A1 sheet (black & white)	S	3.00	3.60	3.00	3.60
Photocopying	per A1 sheet (colour)	S	3.50	4.00	3.50	4.00
Photocopying	per A2 sheet (black & white)	S	3.00	3.60	3.00	3.60
Photocopying	per A2 sheet (colour)	S	3.50	4.00	3.50	4.00
Providing electronic copies (PDF or equivalent)	per sheet	S	0.83	1.00	0.83	1.00
Court Costs						
Summons & Liability Order - council tax		E	100.00	100.00	100.00	100.00
Summons & Liability Order - business rates		E	174.00	174.00	174.00	174.00
Failure to submit Completion of Means Enquiry Form		E	70.00	70.00	70.00	70.00