

## Place and Resources Fees & Charges Proposals – 2024-25

### 1. Introduction

1.1 The starting point for the base budget for the 2024-25 budget build is that fees and charges should increase at least in line with inflation in order to maximise income accepting that:

- Fees and charges can have a direct impact on usage and take up.
- In some circumstances the Council is providing services in direct competition to the private sector. Where this is the case, price is likely to have a direct link with demand and it is important that the Council does not price itself out of the market. In some areas benchmarking has taken place to ensure West Berkshire can compete with other authorities.
- Raising fees and charges can in some instances work against the Council's social inclusion agenda by effectively discriminating against those who are less able to pay.
- For some services there is a clear expectation that fees and charges will reflect the costs incurred in providing the service; the Council may be subject to legal challenge if increases in fees and charges cannot be justified.

1.2 Statutory fees are not set by the council and may be subject to change during the year. Statutory services are outside the scope of VAT. Non-statutory services that have an element of competition (e.g. printing) are subject to standard rated VAT. There are some exemptions to the standard rated tax rule.

1.3 Fees below are correct at the time of publication, some may change during the year for operational reasons, subject to the appropriate authorisations.

### 2. Proposals – Place Directorate

#### 2.1 Development and Regulation

##### (1) Housing

Temporary accommodation is charged in line with Local Housing Allowance (LHA) rates which have not yet been released for 2024-25.

Properties which are managed under lease agreements for Registered Providers or private landlords are capped at 90% 2011 LHA level.

Do It Yourself Shared Ownership (DIYSO) leases will be increased in line with the Social Rent Cap.

The Council also charge for homeless households placed in Bed and Breakfast accommodation. Households will need to claim Housing Benefit, or will be charged up to the amount Housing Benefit would pay, if they were eligible. In addition households will need to pay the ineligible charges, mainly breakfast. These charges are proposed to increase in line with inflation for 2024-25.

The Council may also charge applicants placed in emergency bed provision at Two Saints Hostel. Applicants are unable to claim Housing Benefit when placed in an emergency bed.

A charge of £1 a night may be made for emergency bed provision for people who are not employed and £5 a night for people who full or part time employment. However the process for charging for emergency accommodation at Two Saints Hostel is under review with a view to bringing the process in line with that for other types of temporary accommodation.

In some instances, the Council provides transport to temporary accommodation for households who have no other means of getting to that accommodation. The cost of providing the transport will be recharged, in full to the client.

The Council can assist with providing removals and/or storage for homeless applicants. The full cost of providing this service will be recharged to the client.

The Council can assist with securing cattery or kennel provision for homeless applicants in temporary accommodation, as pets are not permitted in temporary accommodation. The full cost of providing this service will be recharged to the client.

The Council provides repairs and maintenance to a small supply of temporary accommodation, including an out-of-hours service. In the event that a tenant or licensee uses the emergency service for a non-emergency repair, or fails to attend an appointment for a contractor to attend to a repair, a charge will be made to the tenant to cover the call-out costs. Where repairs arise as a result of neglect or damage caused by the tenant or licensee, or a member of their household, or a visitor to their home, the full cost of the repair will be recharged to the tenant or licensee.

Housing related support services will be charged at the actual cost of the service received.

The Council charges Registered Providers for advertising properties through its Choice Based Lettings Scheme. The current rates are:

- Sovereign - £26,000 flat rate (based on scale)
- Other Registered Providers - £50 per advert (billed quarterly in arrears)

Proposal to increase Sovereign rate to £27,500 pa for 24/25.

For 2024-25 the council will charge an agency fee of 12% to any application for grants or loan where these are overseen and managed by the Home Improvement Agency.

DESCRIPTION	FEE 2023/24	PROPOSED FEE 2024/25
Copy of housing assessment	No Charge	No Charge
Average rent for temporary accommodation per week	In Line with Local Housing Allowance  Leased accommodation capped at 90% 2011 LHA level	In Line with Local Housing Allowance  Leased accommodation capped at 90% 2011 LHA level
Do It Yourself Ownership rent (DIYSO) rent	Social Rent Cap applied to individual contracts	Social Rent Cap applied to individual contracts
Transport costs to temporary accommodation (TA)	Actual cost	Actual cost
Gypsy Traveller rent (Per week, per plot)	£98	£98
Home Improvement Agency (HIA) fee for private adaption work	12% of total cost of works to eligible clients	12% of total cost of works to eligible clients
Choice Based Letting billing Sovereign	£26,000 pa	£27,500
Choice based Letting billing Other Registered Providers	£50 per advert placed (billed quarterly in arrears)	£50 per advert placed (billed quarterly in arrears)
Failed call out charges	Actual cost	Actual cost
<b>B&amp;B charging</b>		
Ineligible Charges for Bed and Breakfast Accommodation:		
Heating, lighting and hot water per week per Family Unit*	£46.55	£46.55
Breakfast per person, per week	£4.00	£4.18
* Family Units Include: Single person, Couple - no children, Couple with 1-4 children, Single person with 1-4 children.		

## (2) Development Control

### (a) Pre-application advice

The fees & charges for Pre-Application Advice have been uplifted by an average of 10%, with the introduction of bespoke fees for requests that form Planning Performance Agreement. The service have taken the opportunity to remove fees & charges which have not been used in the previous two financial years.

<b>Pre-Application Advice</b>	<b>2022/23</b>
Total income	£53,191

<b>Pre-Application Advice: Minor Operations</b>			
<b>APPLICATION TYPE</b>	<b>TYPE OF ADVICE</b>	<b>FEE 2023/24 - including VAT</b>	<b>PROPOSED FEE 2024/25 - including VAT</b>
Householder	Written Advice Only	£178	£196
	Written Advice after a Site Visit.	£285	£314
	Written Advice with a meeting – No SV	£285	n/a*
	Written Advice after Site Visit + meeting	£387	£426
Adverts	Written Advice Only	£278	£306
	Written Advice after a Site Visit.	£385	£424
	Written Advice with a meeting – No SV	£385	n/a*
	Written Advice after Site Visit + meeting	£493	£542
Listed Building Consent Advice	Written Advice Only	£198	£218
	Written Advice after a Site Visit.	£305	£336
	Written Advice with a meeting – No SV	£305	n/a*
	Written Advice after Site Visit + meeting	£405	£446
Change of Use (Land only)	Written Advice Only	£198	£218
	Written Advice after a Site Visit.	£333	£366
	Written Advice with a meeting – No SV	£333	n/a*
	Written Advice after Site Visit + meeting	£451	£496
Telecommunications (including prior notifications/approvals)	Written Advice Only	£206	£227
	Written Advice after a Site Visit.	£314	£345
	Written Advice with a meeting – No SV	£314	n/a*
	Written Advice after S/Visit + meeting	£440	£484
Shopfronts	Written Advice Only	£245	£270
	Written Advice after a Site Visit.	£326	£359
	Written Advice with a meeting – No SV	£326	n/a*
	Written Advice after Site Visit + meeting	£406	£447
Agricultural and Forestry development (including prior notifications / approvals)	Written Advice Only	£246	£271
	Written Advice after a Site Visit.	£493	£542
	Written Advice with a meeting – No SV	£493	n/a*
	Written Advice after Site Visit + meeting	£615	£677
Renewable Energy Development under 1 hectare	Written Advice Only	£178	£196
	Written Advice after a Site Visit.	£285	£314
	Written Advice with a meeting – No SV	£285	n/a*
	Written Advice after Site Visit + meeting	£387	£426
Renewable Energy Development over 1 hectare	Detailed Advice	£4,400	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	£755	£831
Discharge, vary or remove a condition	Detailed Written Advice only	50% of equivalent type of development	
Engineering Operations under 0.5 hectare	Written Advice Only	N/A	£196
	Written Advice after a Site Visit.	N/A	£314

	Written Advice after Site Visit + meeting	N/A	£426
<b>APPLICATION TYPE</b>	<b>TYPE OF ADVICE</b>	<b>FEE 2023/24 - including VAT</b>	<b>PROPOSED FEE 2024/25 - including VAT</b>
Engineering Operations over 0.5 hectare	Detailed Advice	N/A	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	N/A	£831
*due to lack of customer take up, this service is no longer being offered			

<b>Pre-Application Advice: Residential Development (including new build houses, changes of use to houses/flats, mobile homes for residential use)</b>			
<b>APPLICATION TYPE</b>	<b>TYPE OF ADVICE</b>	<b>FEE 2023/24 - including VAT</b>	<b>PROPOSED FEE 2024/25 - including VAT</b>
1 new residential dwelling	Written Advice Only	£266	£293
	Written Advice after a Site Visit.	£333	£366
	Written Advice with a meeting – No SV	£333	n/a*
	Written Advice after Site Visit + meeting	£422	£464
	Advice in Principle only	£133	£146
2-4 new residential dwellings	Written Advice Only	£533	£586
	Written Advice after a Site Visit.	£599	£659
	Written Advice with a meeting – No SV	£599	n/a*
	Written Advice after Site Visit + meeting	£710	£781
	Advice in Principle only	£266	£293
5-9 new residential dwellings	Written Advice Only	£1,066	£1,173
	Written Advice after a Site Visit.	£1,199	£1,319
	Written Advice with a meeting – No SV	£1,199	n/a*
	Written Advice after Site Visit + meeting	£1,443	£1,587
	Advice in Principle only	£533	£586
10-25 new residential dwellings	Written Advice Only	£1,865	£2,052
	Written Advice after a Site Visit.	£2,065	£2,272
	Written Advice with a meeting – No SV	£2,065	n/a*
	Written Advice after Site Visit + meeting	£2,242	£2,466
	Advice in Principle only	£932	£1,025
26-49 new residential dwellings	Detailed Advice	£3,663	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	£1,066	£1,173
50-99 new residential dwelling	Detailed Advice	Initial payment of £4,995	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	£1,332	£1,465
100-199 new residential dwelling	Detailed Advice	Initial payment of £6,105	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	£2,220	£2,442
200-499 new residential dwelling	Detailed Advice	Initial payment of £8,325	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	£2,775	£3,053
500+ new residential dwelling	Detailed Advice	Initial payment of £9,435	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	£3,330	£3,663
*due to lack of customer take up, this service is no longer being offered			

<b>Pre-Application Advice: Non-residential Development</b>			
<b>APPLICATION TYPE</b>	<b>TYPE OF ADVICE</b>	<b>FEE 2023/24 - including VAT</b>	<b>PROPOSED FEE 2024/25 - including VAT</b>
Less than 249sqm	Written Advice Only	£294	£323
	Written Advice after a Site Visit.	£389	£428
	Written Advice with a meeting – No SV	£389	n/a*
	Written Advice after Site Visit + meeting	£551	£606
	Advice in Principle only	£142	£156
Between 250 – 499sqm	Written Advice Only	£533	£586
	Written Advice after a Site Visit.	£599	£659
	Written Advice with a meeting – No SV	£599	n/a*
	Written Advice after Site Visit + meeting	£910	£1,001
	Advice in Principle only	£266	£293
Between 500 - 1000sqm	Written Advice Only	£1,066	£1,173
	Written Advice after a Site Visit.	£1,199	£1,319
	Written Advice with a meeting – No SV	£1,199	n/a*
	Written Advice after Site Visit + meeting	£1,332	£1,465
	Advice in Principle only	£400	£440
Between 1000 - 2,499sqm	Detailed Advice	£2,664	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	£533	£586
Between 2,500 – 4,999sqm	Detailed Advice	£3,663	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	£599	£659
Between 5000 – 9999sqm	Detailed Advice	£4,884	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	£755	£831
Greater than 10,000sqm	Detailed Advice	£6,105	Bespoke service and fee agreement provided through PPA
	Advice in Principle only	£899	£989

\*due to lack of customer take up, this service is no longer being offered

## (b) Planning

Planning Application Fees are set centrally by the Department for Levelling Up, Housing and Communities in line with 'The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) (Amendment) Regulations 2023' (and any subsequent amendments).

These were uplifted on 6<sup>th</sup> December 2023. Please refer to website for details of the scale of fees at <https://www.westberks.gov.uk/planningfees>

<b>Planning Fees</b>	<b>2022/23</b>
Total income	£968,007

	<b>PROPOSED FEE 2023/24 (including VAT)</b>	<b>PROPOSED FEE 2024/25 (including VAT)</b>
<b>Planning history search</b>	£50 each	Customers referred to website as search can be done online
<b>General Planning Policy Advice</b>	£150 per hour	n/a*
<b>Ecology Advice</b>	£150 per hour	n/a*
<b>Conservation Advice</b>	£150 per hour	n/a*
<b>Senior Manager attendance</b>	£150 per hour	n/a*
<b>Discretionary Work</b>	N/A	£165 per hour
<b>Technical Specialist Document Review</b>	N/A	£165 per hour
*This work is now included under Discretionary Work		

	<b>PROPOSED FEE 2023/24 (including VAT)</b>	<b>PROPOSED FEE 2024/25 (including VAT)</b>
<b>Duty Planning Officer Advice</b>	Free. Refer to website for full details/limitations of service at <a href="https://www.westberks.gov.uk/contact-duty-planning-officer">https://www.westberks.gov.uk/contact-duty-planning-officer</a> .	
<b>Confirmation of compliance with a S106/ compliance with a notice</b>	£100	£150 per hour
<b>Pre-Validation Checking Service:</b>	£60 per hour	n/a*
A technical officer will check the following for common errors, omissions or disclaimers:  - Application Form - Location/Block Plan - CIL Form - Plan(s)	Householder, advertisement and prior notification applications – 1 hour	n/a*
	Minor and similar applications – 2 hours	n/a*
	Major and similar complex applications – 4 hours	n/a*
<b>Two Strikes – Invalid submissions</b> (if an application is not validated in two successive submissions)	25% of Application fee	25% of Application Fee
<b>Charging for invalid applications (that have not been made valid within 28 days)</b>	Householder, advertisement and prior notification applications – £60	25% of Application Fee
	Minor and similar applications – £110	
	Major and similar complex applications – £250	
<b>Advice which is not covered by any of the above Categories</b>	£150 per hour	£165 per hour
<b>Copy of Decision Notice, TPO, Appeal Decision Notice, Enforcement Notice</b>	£30	n/a*
*due to lack of customer take up, this service is no longer being offered		

### (3) Archaeology

<b>Archaeology</b>	<b>2022/23</b>
Total income	£9,245

<b>Archaeology and Historic Environment Record Charges</b>	<b>FEE 2023/24</b>	<b>PROPOSED FEE 2024/25</b>
A4 computer print out (b/w) HER Data	£0.22	£0.15*
A4 computer print out (colour) HER data	£0.66	£0.65*
A3 computer print out (b/w) HER Data	N/A	£0.35
A3 computer print out (colour) HER Data	£1.10	£1.20
Research charges for staff time dealing with HER enquiries	Hourly rate of £150 exc. VAT with a minimum of £75 exc. VAT for the first half hour.	£165 per hour with a minimum charge of £100.
Providing archaeological information and advice for agri-environment scheme in line with nationally agreed service standards	Scale of charges, depending on the type of scheme and the area covered, in line with nationally agreed service standards	Scale of charges, depending on the type of scheme and the area covered, in line with nationally agreed service standards
Discretionary Work	n/a	£165 per hour
*fee aligned with Culture & Library charges for photocopying		

### (4) Public Protection Partnership

The Public Protection Partnership (PPP) provides chargeable services on behalf of West Berkshire Council and Bracknell Forest Council. The proposed fees for 2024-25 have been agreed by the Joint Public Protection Committee and the relevant licensing committees of the two councils.

PPP chargeable services can be found in Appendix Giii.



## (5) Registration Services

Registration fees are largely controlled by statute. It is proposed to increase all discretionary fees in line with CPI inflation at September 2023.

Registration Service Fees	2022/23
Total income	£400,054

Registrars		FEE 2023/24 - including VAT	PROPOSED FEE 2024/25 - including VAT
*	Marriage and Civil Partnership	Notice of Marriage or Civil Partnership	£35
		Additional fee for Saturday appointment	£28
*	Register Office	Available Wednesday morning. Fee paid at time of notice and includes fee for a certificate	£46
	Shaw House Ceremony Room - Up to 46 guests	Monday - Friday	£308
		Saturday	£342
	Shaw House Great Hall - Up to 100 guests	Monday - Friday	£433
		Saturday	£467
	Ceremonies at approved premises	Mon-Fri	£539
		Saturday	£573
		Sunday & Bank Holiday	£655
	Additional Ceremony Hall Decoration	Great Hall	n/a
	Approved Premise Licence - any number of rooms		£1.00 per chair
			£2,373
	Celebratory Services - Baby Naming / Affirmation of vows - Shaw House	Monday to Friday	£2,532
		Saturday	£363.60
	Celebratory Services - Baby Naming / Affirmation of vows - At approved premises	Monday - Friday	£460.80
		Saturday	£433.20
		Sunday & Bank Holiday	£518.40
	Private Citizenship ceremony Mon to Sat		£580.80
	Marriages & Civil Partnerships Booking Fee (non refundable)		£142
	Ceremony Amendment Fee (Change of date/time)		£15
	Additional Registrar Fee	Superintendent Registrar	£19
		Registrar	£16
	Marriages & Civil Partnerships Cancellation Fee	More than 4 months before ceremony	Fees refunded minus £111
		1-4 months before ceremony	£118
		Less than 1 month before ceremony	50% refund
*	Certificates	All Certificates	No refund
		Priority service within 24 hours	£11
			£35

\* Statutory fee

	<b>Additional Fees:</b>	<b>FEE 2023/24 - including VAT</b>	<b>PROPOSED FEE 2024/25 - including VAT</b>
*	Consideration by a Superintendent Registrar of a divorce/civil partnership dissolution obtained outside of the British Isles	£50.00	£50.00
*	Consideration by the Registrar General of a divorce/civil partnership dissolution obtained outside of the British Isles	£75.00	£75.00
*	Forename added within 12 months of birth registration	£40.00	£40.00
*	Consideration by a Registrar/Superintendent Registrar of a correction application to a register entry	£75.00	£75.00
*	Consideration by the Registrar General of a correction application to a register entry	£90.00	£90.00
*	Reduction in 28 day notice	£60.00	£60.00
*	Consideration of correction by RG	£90.00	£90.00
*	Consideration of divorce/CP dissolution by RG	£75.00	£75.00
*	RG licence	£15.00	£15.00
	* Statutory fee		

<b>Additional Fees:</b>	<b>FEE 2023/24 - including VAT</b>	<b>PROPOSED FEE 2024/25 - including VAT</b>
Proof of Life Forms	£20	£20

## 2.2 Environment

- 1) **Car Park Charges** – There has been a restructure in the fees and charges for Car Parking as part of the 2024-25 budget setting process. The purpose of each car park has been reviewed in line with the draft parking strategy with the proposed fees reflecting this. Charges to permit fees are also proposed, and a higher charge will be applied to second permits from 2025/26. For 2023/24 Car Park charges, please see the Fees & Charges report from last year: [Fees & Charge 23/24](#)

<b>Car Parking</b>	<b>2022/23</b>
Total Income	£3,031,939

		<b>PROPOSED FEE 2024/25</b>
<b>Newbury - Car Park Charges (Monday to Sunday including Bank Holidays):</b>		
A - Central KFC, Central (N) Library, Corn Exchange, Kennet Centre, Pelican Lane, West Street (Monday to Sunday)	Up to 1 hour	£1.70
	Up to 2 hours	£3.00
	Up to 3 hours	£4.20
	Up to 4 hours	£5.50
	Up to 6 hours	£7.50
	Up to 8 hours	£9.00
	Over 8 hours	£13.00
	Evening Charge	£2.50
B - Eight Bells, Northcroft Lane, Wharf (Monday to Sunday)	Up to 1 hour	£1.70
	Up to 2 hours	£3.00
	Up to 3 hours	£4.20
	Up to 4 hours (maxstay)	£5.50
	Evening Charge	£2.50
C1 - Northbrook Multi-storey (Monday to Sunday)	Up to 1 hour	£1.50
	Up to 2 hours	£2.50
	Up to 3 hours	£3.50
	Up to 4 hours	£4.50
	Over 4 hours	£5.50
	Evening Charge	£2.50
C2 - Northcroft Lane West (Monday to Sunday, 01 October to 31 March) Football Club (Monday to Sunday)	Up to 1 hour	£1.00
	Up to 2 hours	£2.00
	Up to 3 hours	£3.00
	Up to 4 hours	£4.00
	Over 4 hours	£5.00
	Evening Charge	£2.50
E - Northcroft Lane West (Monday to Sunday, 01 April to 30 September)	Up to 2 hours	Free
	Up to 3 hours	£1.00
	Up to 4 hours	£2.00
	Over 4 hours	£4.00
	Evening Charge	£2.50
C2 - Football Club (Monday to Sunday)	Up to 1 hour	£1.00
	Up to 2 hours	£2.00
	Up to 3 hours	£3.00
	Up to 4 hours	£4.00
	Over 4 hours	£5.00
	Evening Charge	£2.50
D - Goldwell Park, Northcroft Leisure Centre (Monday to Sunday)	Up to 3 hours	Free
	Up to 4 hours	£1.00
	Up to 6 hours (maxstay)	£2.00
	Evening Charge 7pm	£1.00
F - Newbury Station (Monday – Friday including bank holidays)	Up to 1 hour	£1.00
	Up to 2 hours	£2.00
	Up to 3 hours	£3.00
	Up to 4 hours	£4.00
	Peak daily charge (arrive before 10am) Ticket expires 23:59	£7.30
	Off Peak daily charge (arrive after 10am) Ticket expires 23:59	£4.40
F - Newbury Station (Saturday & Sunday)	Up to 2 hours	£2.00
	Up to 4 hours	£3.50
	Daily Charge	£4.40

		PROPOSED FEE 2024/25
<b>Out of Newbury Car Park Charges (Monday to Sunday including Bank Holidays):</b>		
G - Church Street (Hungerford), River Meadow (Pangbourne), Station Road (Pangbourne) (Monday to Sunday)	Up to 1 hour	£1.00
	Up to 2 hours	£1.50
	Up to 3 hours	£2.00
	Up to 4 hours	£2.50
	Over 4 hours	£6.00
	Evening Charge	£1.00
H - Station Road (Hungerford) (Monday to Sunday)	Up to 1 hour	£1.00
	Up to 2 hours	£1.50
	Up to 3 hours	£2.00
	Up to 4 hours	£2.50
	Over 4 hours	£3.00
	Evening Charge	£1.00
I - Burdwood Centre (Thatcham) (Monday to Sunday)	Up to 2 hours	Free
	Up to 3 hours	£1.20
	Up to 4 hours	£1.60
	Over 4 hours	£3.00
	Evening Charge	£1.00
J - Gilbert Court (Thatcham) (Monday to Sunday)	Up to 1 hour	Free
	Up to 2 hours	£0.80
	Up to 3 hours	£1.20
	Up to 4 hours	£1.60
	Over 4 hours	£3.00
	Evening Charge	£1.00
K - Kingsland Centre (Thatcham) (Monday to Sunday)	Up to 1 hour	£1.00
	Up to 2 hours	£1.50
	Up to 3 hours	£2.00
	Up to 4 hours	£2.50
	Over 4 hours	£3.50
	Evening Charge	£1.00
L - Theale Main (Monday to Sunday)	Up to 1 hour	£0.80
	Up to 2 hours	£1.20
	Up to 3 hours	£1.60
	Up to 4 hours	£2.00
	Over 4 hours	£3.00
	Evening Charge	£1.00
M - Theale West (Monday to Sunday)	Up to 1 hour	£0.80
	Up to 2 hours (maxstay)	£1.50
	Evening Charge	£1.00
N - High Street (Lambourn) (Monday to Sunday)	Up to 4 hours	£1.00
	Over 4 hours	£2.00
	Evening Charge	£1.00
O - Station Road (Thatcham) (Monday to Sunday)	After 10am Monday-Friday, and Weekends	£2.20
	Before 10am Monday-Friday	£3.60
P - Kennet Leisure (Thatcham) (Monday to Friday 7:30am to 5:30pm)	Up to 2 hours	Free
	Up to 3 hours	£1.00
	Over 3 hours	£10.00

		PROPOSED FEE 2024/25
<b>On-street Parking Charges (Monday to Sunday including Bank Holidays):</b>		
OA - Newbury: Bartholomew Street, Broadway, Cheap Street, Northbrook Street	Up to 30 mins	Free
	Up to 1 hour (max stay)	£1.20
	Evening Charge	£1.00
OB - Newbury: Kings Road West, Pelican Lane, West Mills	Up to 30 mins	Free
	Up to 1 hour	£1.20
	Up to 2 hours (maxstay)	£2.20
	Evening Charge	£1.00
OC - Newbury: Newtown Road (North)	Up to 30 mins	Free
	Up to 2 hours	£1.20
	Up to 4 hours (maxstay)	£2.20
	Evening Charge	£1.00
OD - Newbury: Newtown Road (South)	Up to 4 hours	£1.00
	Over 4 hours	£1.50
	Evening Charge	£1.00
OE - Newbury: Catherine Road, Link Road	Up to 2 hours	£1.20
	Up to 4 hours	£2.20
	Over 4 hours	£4.00
	Evening Charge	£1.00
OE - Newbury: Station Road	Up to 2 hours (all day)	£1.20
	Up to 4 hours (all day)	£2.20
	Over 4 hours (all day)	£4.00
OF - Newbury: Old Bath Road	Up to 2 hours	£1.20
	Up to 4 hours	£1.70
	Over 4 hours	£2.00
	Evening Charge	£1.00
OG - Newbury: Faraday Road, Ampere Road, Kelvin Road & Marconi Road	Up to 30 mins	Free
	Up to 2 hours	£1.20
	Up to 4 hours	£1.70
	Over 4 hours	£2.00
	Evening Charge	£1.00
OH - Hungerford: High Street	Up to 1 hour	£1.00
	Up to 2 hours	£1.50
	Up to 3 hours	£2.00
	Up to 4 hours	£2.50
	Over 4 hours	£6.00
	Evening Charge	£1.00
OJ - Thatcham: Pipers Lane, Aylesford Way	Up to 4 hours (all day)	£1.00
	Over 4 hours (all day)	£1.70

		PROPOSED FEE 2024/25
<b>Parking Season Tickets</b>		
ST1, ST2 and ST3 - Newbury (Central KFC, Library, Kennet Centre, Pelican Lane)	Annual	£1,040.00
	Quarter	£325.00
	Month	£130.00
ST4 - Newbury(Northbrook)	Annual	£440.00
	Quarter	£137.50
	Month	£55.00
ST5 - Newbury(Newbury Station)	Annual	£585.00
	Quarter	£180.00
	Month	£75.00
ST6 and ST7 - Hungerford (Station Road) and Theale (Main)	Annual	£240.00
	Quarter	£75.00
	Month	£30.00
ST8 - Pangbourne (Station Road)	Annual	£480.00
	Quarter	£150.00
	Month	£60.00
ST9 - Thatcham (Kingsland Centre)	Annual	£280.00
	Quarter	£90.00
	Month	£35.00

		PROPOSED FEE 2024/25
<b>Resident Parking Permits</b>		
Tier 1 - Hungerford – High Street (HHS), Newbury – Park Terrace (PT)		£80.00
Tier 2 - Newbury (except Park Terrace) (C1, E1, N1, NW1, SE1, SW1, SW2, W1)		£50.00
Tier 3 - Hungerford (except High Street) (H1), Pangbourne (P1), Thatcham (TM), Theale (TE)		£40.00
Tier 4 - Chieveley (CH), Lambourn (L1)		£30.00

		FEE 2023/24	PROPOSED FEE 2024/25
<b>Resident Visitor Permits</b>			
Hungerford – High Street (HHS), Newbury – Park Terrace (PT)		n/a	n/a
1 – 100 Permits	Per permit	n/a	£1.00
101+ Permits	Per permit	n/a	£1.50
Visitor (Special Parking) Permit	Per annum	£30.00	£30.00
<b>All Zone Permits (for professional carers)</b>			
Medical professionals and non-profit care companies only		Free	£10.00
Commercial care providers		Free	£50.00

<b>Other Charges</b>		FEE 2023/24		PROPOSED FEE 2024/25	
Blue Badge (new application)		£10.00		£10.00	
Replacement Blue Badge		£10.00		£10.00	
Parking Dispensation		Per Day		£15.00	
Parking Suspensions		Per application		£15.00	
		Per 5m bay per day		£10.00	
		FEE 2023/24		PROPOSED FEE 2024/25	
<b>Council owned EV Charge Points (these are the base charges and will be subject to increase/decrease in line with the Council's 2022/23 electricity costs).</b>		Min	Max	Min	Max
Slow (7kWh) Charger	per kWh	40p	79p	35p	75p
Fast (22kW AC) Charger	per kWh	45p	50p	40p	50p
Rapid (50kW DC) Charger	per kWh	50p	60p	45p	60p
Overstay fee (for Rapid charger).	per hour after 2 hours	£10.00		£10.00	

## 2) Licence Fees, Permits and Other Charges

Fees are charged for a range of services e.g. where Highway Authority approval is required to place items or to work on the public highway. These include vehicular crossings, skips, scaffolds, table and chairs on the highway, issuing permits for and inspecting utility operations, temporary or permanent traffic regulation orders. It is proposed to increase these charges in line with CPI inflation at September 2023.

<b>Licence Fees, Permits and Other Charges</b>			
		<b>FEE 2023/24</b>	<b>PROPOSED FEE 2024/25</b>
Tree Preservation Order		£31	£33
Michaelmas Fair		£4,444	£4,742
Public Rights of Way	Search fees	£86	£92
	Path order fees	£1,670 - £4,277	£1,782 - £4,564
Statutory Declarations		£253 flat rate with rights to increase if the work required is onerous	£270 flat rate with rights to increase if the work required is onerous
<b>Highways Act Charges:</b>			
Land charges		£60	£64
Vehicular Crossing (S.184)	Approval	£173	£185
Skips on the Highway (S.139)	Initial fee	£53	£57
	per week	£62	£66
Scaffold/hoarding on the Highway (S.169/172)	Initial fee	£107	£114
	per week	£61	£65
Tables and Chairs on the Highway (based on number of Chairs) (S.115)	1 to 10	£270	£288
	10 to 27	£443	£473
	27+	£887	£946
Storing Materials on the Highways (S.171)	Initial fee	£101	£108
	per week	£33	£35
EV charging duct across footpath (S.171)	Approval	£170	£181
Temporary Excavation in the highway (S.171)		£134	£143
Cranes, machinery, structure on the highway (S.178)		£194	£207
S142 Licence to plant in the highway		£161	£172

**Permits under SI 2014 No. 3110 Highways, England and the Traffic Management (West Berkshire Council) Permit Scheme Order 2014 (Maximum Permissible Charge)**

**These are maximum charges, pending consultation on changes to the West Berkshire Permit Scheme.**

	FEE 2023/24				PROPOSED FEE 2024/25			
	Main Roads			Minor Roads	Main Roads			Minor Roads
Reinstatement category of street	0, 1 and 2	3 and 4		3 and 4	0, 1 and 2	3 and 4		3 and 4
Street designated as traffic sensitive or not	All streets	Traffic sensitive at some times/locations		Non traffic sensitive at any time or location	All streets	Traffic sensitive at some times/locations		Non traffic sensitive at any time or location
Time and location of activity	Any time and location	Any part within traffic sensitive times / locations	Wholly within non traffic sensitive times / locations	Any time and location	Any time and location	Any part within traffic sensitive times / locations	Wholly within non traffic sensitive times / locations	Any time and location
* Provisional Advance Authorisation	£69	£69	£49	£49	£69	£69	£49	£49
* Major Works - over 10 days and all major works requiring a traffic regulation order	£156	£156	£98	£98	£156	£156	£98	£98
* Major works - 4 to 10 days	£156	£156	£98	£98	£156	£156	£98	£98
* Major works - up to 3 days	£156	£156	£98	£98	£156	£156	£98	£98
* Standard Activity	£85	£85	£49	£49	£85	£85	£49	£49
* Minor Activity	£43	£43	£30	£30	£43	£43	£30	£30
* Immediate Activity	£39	£39	£26	£26	£39	£39	£26	£26
* Permit Variation	£30	£30	£23	£23	£30	£30	£23	£23

\* Statutory fee

	FEE 2023/24	PROPOSED FEE 2024/25
<b>Other Licences and Charges:</b>		
Licence to place advertising sign on public highway (A board or similar).	£63	£67
Streetworks licence (S.50 NRSWA)	£303	£323
* Utility Works Inspection (NRSWA/TMA)	£57	£50
* Fixed Penalty Charge (Utility Companies) NRSWA/TMA	£120/£80	£120/£80
* Working on the highway without a valid permit	£500 (£300 if paid within 29 days)	£500 (£300 if paid within 29 days)
* Follow up Inspection (utility works)	£68	£120
Permanent Traffic Regulation Order for Developer	£999.00	£1,066
** Temporary Traffic Regulation Orders Section 14(1)	£2,000	£2,434
Temporary Traffic Regulation Orders Section 14(1) - Cancellation fee for applications withdrawn less than four weeks prior to Order coming into force (equal to 50% of the fee)	n/a	£1,217
Re-use and/or re-notification of a pre-existing Temporary Traffic Regulation Order (equal to 50% of the fee)	n/a	£1,217



**	Emergency Temporary Traffic Regulation Orders Section 14(2)	£2,000	£2,434
**	Retrospective Temporary Traffic Regulation Orders Section 14(2)	£2,000	£2,434
		<b>FEE 2023/24</b>	<b>PROPOSED FEE 2024/25</b>
	Extension of Temporary Traffic Regulation Order or Notice (equal to 25% of the fee)		£609
	Temporary Traffic Regulation Orders Section 16A where appropriate & Section 21 of TPCA	£90	£96
	Cutting through signal loops and not informing LA	£600 plus cost of recutting loops	£640 plus cost of recutting loops
	Tourist / Direction signs	£617 application and design fee, plus cost of actual sign installation. No charge for unsuccessful applications.	£658 application and design fee, plus cost of actual sign installation. 50% rebate for unsuccessful applications.
	Traffic Signs / Signals Equipment damaged by Road Traffic Accident or other event	Cost of repairs plus 10% administration charge.	Cost of repairs plus 10% administration charge.
	Use of permanent Traffic Regulation Order for railway crossing works	£93	£99
**	Access Protection Marking (single standard width dropped kerb driveway)	£250	£267
	Sewerage treatment property charge	£450	£480
*	Cycle Training (non-schools)	£42	£60
	Cycle Training (schools)	£10	£10
	Road Safety Training: School Streets online course (cost per place)	n/a	£20
	Road Safety Training: Biker Down (cost per place)	n/a	£15
	Road Safety Training: Rider Down (cost per place)	n/a	£15
	Road Safety Training: Mountain Bike Skills (cost per place)	n/a	£15
	Road Safety Training: DriveStart (cost per place)	n/a	£15
	Recovery and storage of unauthorised signs	£161	£172
*	Street Works Core Sampling - Charge per failed core test	£200 (this is an average cost - actual cost calculated from the Coring Advice Note published by SEHAUC)	£200 (this is an average cost - actual cost calculated from the Coring Advice Note published by SEHAUC)
	Switch out / Switch on of permanent traffic signals	n/a	£550.00
	* Statutory fee		
	** Benchmarked fee		

		<b>FEE 2023/24</b>	<b>PROPOSED FEE 2024/25</b>
<b>Provision of Data:</b>			
**	Highway search enquiries		
	One A4 plan covering 100 metres of highway	£75	£80
	Additional 100 metres	£25	£27
	Additional question	£25	£27
	Provision of recorded injury accident Data	£161 + £52 per additional block of up to 10 accidents	£172 + £55 per additional block of up to 10 accidents
	Provision of Traffic Data, per request per site:		
	data up to 1 year old	£161	£172
	data up to 3 years old	£129	£138
	data over 3 years old	£94	£100
	* Statutory fee		

\*\* Benchmarked fee

		FEE 2023/24	PROPOSED FEE 2024/25
<b>Charges in relation to works occupying the carriageway during period of overrun (S74) (maximum fee)</b>			
Item	Description of street	Amount (£) (each of first three days)	Amount (£) (each subsequent day)
*	1 Traffic-sensitive or protected street not in road categories 2,3 or 4	10,000	10,000
*	2 Other street not in road categories 2,3 or 4	2,500	2,500
*	3 Traffic-sensitive or protected street in road categories 2	8,000	8,000
*	4 Other street in road category 2	2,000	2,000
*	5 Traffic-sensitive or protected street in road category 3 or 4	750	750
*	6 Other street in road category 3 or 4	250	250
*Statutory fee			

		FEE 2023/24	PROPOSED FEE 2024/25
<b>Charges in relation to works outside the carriageway during period of overrun (S74) (maximum fee)</b>			
Item	Description of street	Amount (£)	Amount (£)
*	1 Street not in road category 2, 3 or 4	2,500	2,500
*	2 Street in road category 2	2,000	2,000
*	3 Street in road category 3 or 4	250	250
* Statutory fee			

### 3) Public Transport

		FEE 2023/24	PROPOSED FEE 2024/25
<b>Public Transport</b>			
Charge per departure		£0.60	£0.60
Bus stands 0400-1800	up to 20 minutes	£0.00	£0.00
	20 minutes to 1 hour (max stay)	£1.20	£1.20
Coach stands 0400-1800	up to 90 mins (max stay)	£4.00	£4.20
Bus/coach stand and Bays B-F Mon-Sat 1800-0400 and all day Sunday	up to 3 hours	£3.00	£3.10
	over 3 hours	£6.00	£6.30
Additional charge for breaches		£25.00-£50.00	£25.00-£50.00
Temporary bus stop closure	Per stop	£180.00	£192.00
	Per pair of opposite stops	£210.00	£224.00
Provision of information at bus stops for services not subsidised by WBC	Per stop	£11.20	£12.00
Concessionary bus pass replacement fee		£16.50	£16.50
Fares on Council-supported bus services (Single, return, adult, child and multi-journey tickets)	Differing fares for each start-destination combination and bus route, with prices for single and return journeys, adult and child rates, in addition to multi-journey tickets. Details on multi-journey tickets can be found at <a href="#">Transport Tickets and Fares - West Berkshire Council</a> . Details on single/return/adult/child fares can be found on bus stops or by contacting <a href="mailto:transport@westberks.gov.uk">transport@westberks.gov.uk</a>		

#### 4) Highways Development Control & Pre-Planning Application Advice

Fees are charged to developers for design checking, supervision and inspection of new roads under construction and off site highway improvements. The charges proposed have been benchmarked with other authorities. It is proposed to increase these charges in line with CPI inflation at September 2023.

		FEE 2023/24	PROPOSED FEE 2024/25
<b>Highways Development Control Fees</b>			
Street naming and numbering - Property name change		£101	£108
Changes to new addresses due to the development changing after the schedule has been issued.	Per plot	£101	£108
Street Naming and Numbering - New Developments	One address / plot	£97	£103
	2 - 5 addresses / plots	£151	£161
	6 - 10 addresses / plots	£280	£299
	11 - 20 addresses / plots	£445	£475
	21 or more addresses / plots	£23	£25
S115 E Fee		£601	£641
<b>Provision of Pre-Planning Application Advice</b>			
Transport Assessment Scoping Note		£188	£201
Draft Transport Assessment		£635	£678
Provision of Private Access		£117	£125
Highway Advice for New Developments	Less than 5 dwellings	£188	£201
	5 to 25 dwellings	£424	£452
	26 to 79 dwellings	£551	£588
	80 to 200 dwellings	£635	£678
	More than 200 dwellings	£718	£766
	0 to 249 sqm	£154	£164
	250 sqm to 999 sqm	£271	£289
	1,000 to 9,999 sqm	£424	£452
Meeting charge	per hour per officer	£157	£168

#### 5) Sustainable Drainage Pre-Application Advice Fees

It is proposed that the fees for sustainable drainage advice and meeting charges are to increase these charges in line with CPI inflation at September 2023

		FEE 2023/24	PROPOSED FEE 2024/25
<b>Sustainable Drainage Pre-Application Advice Fees</b>			
SuDS advice for Major sites (written responses only).	Up to 20 dwellings	£278	£297
	Over 20 dwellings	£500	£534
Meeting charge	Per hour per officer	£157	£168

		FEE 2023/24	PROPOSED FEE 2024/25
<b>Ordinary Watercourse and Land Drainage Consent Pre-application Advice</b>			
Written advice for a general site enquiry or flood risk assessment enquiry.	Per enquiry	£300	£320
Meeting charge	Per hour per officer	£157	£168
Further written advice after meetings		£180	£192
Any additional correspondence/advice required upon application	Per hour per officer	£157	£168

## 6) Hire of Sports Facilities

Sports facilities at Henwick Worthy, Holy Brook, Northcroft, Moorside and The Diamond at Greenham. It is proposed to increase the charges for use of our sports facilities in line with CPI inflation at September 2023.

<b>Sports Pitches</b>	<b>2022/23</b>
Total Income	£88,983

<b>Sports Facilities</b>					
		<b>Fees and Charges 2023/24</b>		<b>Proposed Fees and Charges 2024/25</b>	
		<b>Single Booking</b>	<b>Block Booking</b>	<b>Single Booking</b>	<b>Block Booking</b>
<b>Henwick Worthy Sports Ground:</b>					
Cricket – 1 <sup>st</sup> Hand Wicket (per match)	Adult	£121.10	£100.88	£129.00	£108.00
	Junior	£55.77	£46.55	£60.00	£50.00
Cricket – 2 <sup>nd</sup> Hand Wicket (used grass)	Adult	£89.66	£74.66	£96.00	£80.00
	Junior	£43.55	£36.33	£46.00	£39.00
Cricket – Artificial Wicket	Adult	£80.55	£67.10	£86.00	£72.00
	Junior	£41.11	£34.22	£44.00	£37.00
Cricket – 2 <sup>nd</sup> (Reserve) Artificial Wicket	Adult	Free	Free	Free	Free
	Junior	Free	Free	Free	Free
Football – Grass (per game)	Adult	£91.66	£76.44	£98.00	£82.00
	Junior	£44.88	£37.44	£48.00	£40.00
Football - Mini Pitch	Adult	£51.88	£43.22	£55.00	£46.00
	Junior	£25.89	£21.66	£28.00	£23.00
Rugby – Grass (per game)	Adult	£91.66	£76.44	£98.00	£82.00
	Junior	£44.88	£37.44	£48.00	£40.00
Rugby Training	Cost Per Hour	£24.89	£20.78	£27.00	£22.00
Use of Portable Lights	Cost Per Hour	£24.89	£20.78	£27.00	£22.00
Full Pitch Artificial Grass - peak	30 Mins	£49.66	£41.44	£53.00	£44.00
	1hr Only	£99.32	£82.77	£106.00	£88.00
	1hr 30mins (11 a side)	£149.10	£124.21	£159.00	£133.00
Half Pitch Artificial Grass - peak	30 Mins	£27.78	£23.11	£30.00	£25.00
	1hr Only (5 a side)	£55.55	£46.33	£59.00	£49.00
	1hr 30mins	£83.33	£69.44	£89.00	£74.00
Full Pitch Artificial Grass – off-peak	30 Mins	£23.11	£19.33	£25.00	£21.00
	1hr Only	£46.33	£38.66	£49.00	£41.00
	1hr 30mins (11 a side)	£69.44	£57.88	£74.00	£62.00
Half Pitch Artificial Grass – off-peak	30 Mins	£12.00	£10.11	£13.00	£11.00
	1hr Only (5 a side)	£24.22	£20.11	£26.00	£21.00
	1hr 30mins	£36.22	£30.22	£39.00	£32.00
<b>Hardcourt Activities:</b>					
Netball (per court per hr) (OUT OF ORDER AT TIME OF PUBLICATION)	Adult	£25.89	£21.55	£28.00	£23.00
	Junior	£13.00	£10.78	£14.00	£11.00
Tennis (per court per hr) (OUT OF ORDER AT TIME OF PUBLICATION)	Adult	£7.78	£6.44	£8.00	£7.00
	Junior	£4.22	£3.44	£5.00	£4.00
Basketball Hardcut and BMX Pump Track	Adult	Free	Free	Free	Free
	Junior	Free	Free	Free	Free
<b>Moorside:</b>					
Football - Grass ( Per Game)	Adult	£76.77	£63.88	£82.00	£68.00
	Junior	£38.00	£31.77	£41.00	£34.00
<b>The Diamond -Greenham:</b>					
Football - Grass ( Per Game)	Adult	£76.77	£63.88	£82.00	£68.00
	Junior	£38.00	£31.77	£41.00	£34.00
<b>Holybrook Park:</b>					
Football – Grass (per game)	Adult	£76.77	£63.88	£82.00	£68.00
	Junior	£38.00	£31.77	£41.00	£34.00

		Fees and Charges 2023/24		Proposed Fees and Charges 2024/25	
		Single Booking	Block Booking	Single Booking	Block Booking
<b>Northcroft Recreation Ground:</b>					
Football - Grass (per game)	Adult	£76.77	£63.88	£82.00	£68.00
	Junior	£38.00	£31.77	£41.00	£34.00
<b>Open space hire for coaching/ community use/festivals/other entertainment.</b>		P.O.A		P.O.A	
<b>Peak Rate – Weekday evenings after 6pm and all day Saturday, Off-Peak Rate – Weekdays before 6pm and all day Sunday, Block Booking: 10 games and over, Schools Rate: £22.41 Per Hour (£26.89 inc vat if applicable)</b>					

## 7) Charges to Householders for Sewage Treatment

Approximately 150 properties, mainly in rural areas, are connected to small sewage treatment plants. These are the responsibility of West Berkshire Council to maintain, having previously been the ownership of Newbury District Council from when the housing stock was transferred to Sovereign Housing Association. The householders pay a fee to the Council which contributes to the maintenance costs.

## 8) Waste

Following a change in legislation, the government has announced a ban on charging for 'DIY'-type waste from households. Charging is allowed by exception if visits are more than the specified thresholds. In addition there is a reduction in the charge for the 1<sup>st</sup> Garden Waste Bin in line with Council Executive requests.

As part of the government's Anti-Social Behaviour Action Plan, The Environmental Offences Regulations 2023 was passed on the 31 July 2023 increasing the maximum penalty for Fly tipping related offences from £400 to £1,000 and the maximum penalty for Duty of care offences was raised from £400 to £600. It is therefore proposed to set our penalty for fly tipping to £1,000 and for Duty of Care offences to £400. All other fees where possible are proposed to increase in line with CPI inflation at September 2023.

<b>Waste Services</b>			
		<b>Fees and Charges 2023/24</b>	<b>Proposed Fees and Charges 2024/25</b>
Special Collection Charges (Bulky Household Collection)	Normal (within 7 days)	£50	£60
	Within 7 days by appointment outside property	£67	£77
	Within 7 days by appointment inside property	£78	£88
Provision of wheelie bin		£30	£35
Collection of garden waste for year (scheduled) - for 1st green bin (new subscriptions or renewals).		£58	£55
Garden Waste service charge for 2nd to 5th green bins (For renewals only where one off set up payment has already been made).		£44	£50
Removal of fly tipping on private land		Price on Application	Price on Application
Removal of graffiti up to 2m <sup>2</sup> area		Price on Application	Price on Application
Section 33 Fixed Penalty Notice for Fly Tipping		£200	£1,000
Section 34 Fixed Penalty Notice for Duty of Care Offences		£200	£400
<b>HWRC non-household waste charges:</b>			
Soil and Rubble	Less than two 50 litre bags or a single item no larger than 2000mm x 750mm x 700mm in size.	£2.70	£0.00
	Per 25-litre bag or its equivalent, or for a single item exceeding the free limit above, or if a household makes over four visits within a four-week period.	n/a	£3.00
	Standard Car/Hatchback	£15.30	£17.00
	Trailer	£25.80	£28.00
	Small Van /Estate Car	£31.60	£34.00
	Transit van or similar	£105.70	£113.00
Plasterboard	Less than two 50 litre bags or a single item no larger than 2000mm x 750mm x 700mm in size.	£2.33	£0.00
	Per 25-litre bag or its equivalent, or for a single item exceeding the free limit above, or if a household makes over four visits within a four-week period.	n/a	£2.50
	Standard car / Hatchback	£14.32	£16.00
	Trailer	£23.75	£26.00
	Small Van / Estate car	£28.65	£31.00
	Transit Van or similar	£95.00	£102.00
Tyres	Motorised mini bike / motorised go-kart	£2.61	£3.00
	Standard tyre off rim (car / motorcycle)	£5.55	£6.00
	Standard tyre on rim (car / motorcycle)	£7.77	£9.00
	Medium tyre off rim (large 4 x4 / large van)	£10.00	£11.00
	Medium tyre on rim (large 4 x 4 / large van)	£12.20	£14.00
	Miscellaneous tyres	£2.78	£3.00
Gas canisters		£6.66	£0.00
<b>Charges for Non WBC Residents:</b>			
<b>Use of HWRCs</b>	Charge per visit	£7.77	£9.00

### 3) Proposals – Resources Directorate

#### 1) Electoral Services

These charges are statutory and the Council has no discretion to vary the level.

#### 2) Local Land Charges

Following a benchmarking exercise the Con29 searches will have different charges for Residential & Commercial Categories, with the charge amount increasing above inflation. All other fees have been uplifted in line with CPI inflation at September 2023.

To note: LLC1 searches (searches made on the local land charging register) are due to move from Local Authorities to the Land Registry this project is due to be completed in the first quarter of 2024-25, therefore income for these searches will cease for West Berkshire Council. Maintenance of the LLC1 remains with the Council.

Land Charges	2022/23
Total Income	£223,623

	FEE 2023/24	PROPOSED FEE 2024/25
LLC1	£60.00	£64.00
Solicitors Additional Questions	£54.00	£58.00
LLC1 additional parcel	£48.00	£51.00

	FEE (including VAT) 2023/24	PROPOSED FEE (including VAT) 2024/25
Con29 - Residential*	£87.00	£150.00
Con29 - Commercial**	£87.00	£192.00
Con29 extra questions	£30.00	£31.20
Con29 additional parcel	£64.00	£66.00
<b>*Residential definition</b>	An individual residential property, including any garden and associated parking/garage	
<b>**Commercial definition</b>	Shops, offices, factories, warehouses, business premises, farms, fields and land	

### 3) Legal Services Fees

Fees & Charges for Legal Services have been uplifted in line with CPI inflation at September 2023, with the exception of Landowners Statements which has remained the same following benchmarking work by the Service.

Legal Services	2022/23
Total Income	£195,076

CHARGE	RATE	FEE 2023/24	PROPOSED FEE 2024/25
Solicitors, Barristers, Chartered Legal Executives of 8 Years + PQE	Hourly	£173	£185
Solicitors, Barristers and Chartered Legal Executives between 4 and 8 year PQE	Hourly	£159	£170
All other fee earners (including Paralegals and Legal Executives but excluding Trainee Solicitors)	Hourly	£147	£157



Trainee Solicitors	Hourly	£123	£131
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<b>Provision under, or for the purpose of which, the application is made</b>	<b>Purpose of application</b>	<b>FEE 2023/24</b>	<b>PROPOSED FEE 2024/25</b>
Section 15A of the Commons Act 2006; section 15 Growth and Infrastructure Act 2013	Landowners' Statements	£1,200	£1,200
Section 15(1) of the Commons Act 2006	Registration of a new Town or Village green, other than by the Owner	No Fee	No Fee
Section 15(8) of the Commons Act 2006	Registration of a New Town or Village Green by Landowner	No Fee	No Fee
Section 19 of the Commons Act 2006	Correction, for the purpose of Section 19(2)(a) and [c]of a mistake made by the Registration Authority	No Fee	No Fee
Section 19 of the Commons Act 2006	Correction, for a purpose described in section 19(2)(b) or (e)	£200	£213
Section 19 of the Commons Act 2006	Correction, for a purpose described in section 19(2)(d) – payable per register unit	£30	£32
Schedule 2, paragraph 2 or 3 to the Commons Act 2006	Non-registration of Common Land or Town or Village Green	No Fee	No Fee
Schedule 2, paragraph 4 to the Commons Act 2006	Waste Land of a Manor not Registered as Common Land	No Fee	No Fee
Schedule 2, paragraph 5, to the Commons Act 2006	Town or Village Green wrongly registered as Common Land	No Fee	No Fee
Schedule 2, paragraphs 6 9 to the Commons Act 2006	Deregistration of certain land registered as common land or as a Town or Village Green	£1,000	£1,067

#### 4) Council Tax & Business Rates Fees

Fees relating to recovery of unpaid Council Tax & Business Rates are set in consultation with the Ministry of Justice. There are no planned changes in the fees for 2023-24, other than a £2 reduction by the Magistrates Court for the cost of a Summons for non-payment.

	CHARGE	INCOME 2022/23	FEE 2023/24	PROPOSED FEE 2024/25
**	Summons cost	£529,962	£57.50	£55.50
**	Liability Order cost		£50.00	£50.00
*	Penalty charge		£70.00	£70.00
*	Committal fee (Council Tax only)		£330.00	£330.00
*	Enforcement Agent compliance fee		£75.00	£75.00
*	Enforcement Agent visit fee		£235.00 + if debt is above £1,500 then 7.5% of the amount above £1,500 is added	£235.00 + if debt is above £1,500 then 7.5% of the amount above £1,500 is added
	* level set by government			
	** level set by Local Authority			