

## FEES & CHARGES

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In January 2005 the Council delegated authority to the Executive Director of the appropriate service to vary charges, having regard to market conditions and the Council's policy framework. This being the case the charges shown in this booklet may change during the year.

You may wish to check with the service provider before using the service.

The Council publishes its latest fees and charges on the Council website:

[www.west-norfolk.gov.uk](http://www.west-norfolk.gov.uk)

Fees and Charges (inclusive of VAT where applicable) effective from 1st April 2018.

**Arts and Entertainment****PROPOSED  
CHARGE  
2020/21  
£****GUILDHALL- 01553 765565**

Posting Tickets

1.00

**Hirings**

Access from 14:00 hrs – clearance by 24:00 hrs

**Commercial**

Monday - Thursday

749.50

Friday - Sunday

862.40

Earlier access / rehearsal (per hour)

74.25

Base hire charge plus 10% of gross box office takings

**Local Arts Organisations**

Monday - Thursday

457.65

Friday - Sunday

496.30

Get in / rehearsal rate / excess hours (per hour)

58.00

Base rate plus 5% of gross box office takings

**The above hire charges include Box Office facilities, Front of House Staff and 2 technicians and all available in house equipment.****For hire charges relating to events and exhibition spaces please call (01553) 779095****Tourism****PROPOSED  
CHARGE  
2020/21  
£****STORIES OF LYNN - 01553 774297**

Admissions

Adults

3.95

Juniors

1.95

Concessions

2.95

Family (2 adults and 2 children)

9.85

Adult Group

3.55

Concession Group

2.65

Child Group

1.75

Sunday Joint Adult

5.95

Sunday Joint Concession

3.95

Sunday Joint Child

2.95

Adult with Norfolk Museum Pass

3.20

Child with Norfolk Museum Pass

1.60

Adult with Friend of KL Museum Pass

3.55

Child with Friend of KL Museum Pass

1.75

**South Gate/Red Mount Chapel combined ticket - Adult**

FREE

**South Gate/Red Mount Chapel combined ticket - Accompanied children**

FREE

## Hall and Room Hire

### TOWN HALL, KING'S LYNN - 01553 775839

#### Stone Hall/Assembly Room Suite

##### Charge per hour

Monday - Thursday

Friday

Saturday & Sunday

Wedding - Ceremony only - Weekday

Wedding - Ceremony only - Friday

Wedding - Ceremony - Weekend

Wedding - Ceremony & Reception - Monday to Thursday

Wedding - Ceremony & Reception - Friday

Wedding - Ceremony & Reception - Saturday and Sunday

#### Card Room (Meetings, Whist Drives etc.)

Charge per Hour - Monday to Friday

Charge per Hour - Saturday and Sunday

#### Meeting Rooms - Charge per hour - Monday to Friday

#### Meeting Rooms - Charge per hour - Saturday and Sunday

**Set-up time per hour** - subject to availability on same day as booking

If needed the day before booking the usual daily rate applies - with minimum 4 hours charge

#### Use of Kitchen (per booking)

#### Corkage charge per bottle

#### Hire of Public Address System

#### Additional charge after midnight

#### 50% surcharge for bank holiday bookings

### COUNCIL OFFICE, CHAPEL ST, KING'S LYNN - 01553 616200

#### Meeting Rooms

Charge per Hour

*Price varies dependant on the room hired*

**PROPOSED  
CHARGE  
2020/21  
£**

75.00

87.00

109.00

460.00

517.00

632.00

977.00

1,207.00

1,551.00

75.00

109.00

46.00

81.00

46.00

64.00

4.00

Price  
dependant  
on  
requirements

207.00

36.00 to 41.00

## Community Centres

### SOUTH LYNN COMMUNITY CENTRE - 01553 763620

#### Main Hall

Off Peak per hour

Peak per hour

#### Community Rooms per hour

#### Children's party - 3 hour package

### FAIRSTEAD COMMUNITY CENTRE - 01553 771477

#### Main Hall

Off Peak per hour

Peak per hour

#### Children's party - 3 hour package

**PROPOSED  
CHARGE  
2020/21  
£**

20.75

27.60

17.90

66.60

20.75

27.60

66.60

**Grass Sports Pitches**

Downham Market  
Hunstanton  
Kings Lynn

01366 386868  
01485 534227  
01553 818001

General Lettings Per Match with changing facilities	44.75
Junior Pitch per match	16.25
Leagues per match	30.00

**SEASONAL AMENITIES - HUNSTANTON**

**Bowling Green**

Per Session - 2 hours approx.	5.90
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**Crazy Golf**

Adults - per round	3.20
Juniors - per round	2.70

**Tennis - Grass Courts Per Person Per Session (2 hours)**

Adults	5.20
Juniors	2.90
Doubles	3.75

**Pitch and Putt**

Adults - per game	4.80
Juniors - per game	3.80

**Footgolf**

Adults - per game	NEW	4.80
Juniors - per game	NEW	3.80

**Putting Green**

Adults - per round	3.70
Juniors - per round	3.10

**Recreation Ground**

Caravan Rallies – per van per day	7.30
Tennis Tournament	2,600.00

**Chalets**

Daily Hire	20.85
Weekly Hire	94.70
Seasonal Hire	666.55

**Resort Services** - Permit for Launch of Personal Watercraft/Power Boats

Non Member - Per Annum (in advance, conditions apply)	25.00
Member * - Per Annum (in advance, conditions apply)	6.85
Day Permit (Training certification and insurance must be shown)	12.20

\* Member of Heacham Boat Owners or Hunstanton Ski Club Only

Seafront Kiosk Trader - 1st March to 31st October - Max three per kiosk	42.00
Triangle Traders - 1st March to 31st October - Max three per kiosk	42.00

**PROPOSED  
CHARGE  
2020/21**

**Commercial Waste**

**Hire Charge & Waste Transfer Note (Annual Fee)**

	£
1100 litre	113.55
770 litre	102.55
660 litre	100.45
360 litre	73.10
240 litre	50.20

**Fee per Emptying**

1100 litre	18.95
770 litre	15.75
660 litre	14.55
360 litre	11.45
240 litre	9.75

**Schools Waste**

**Hire Charge & Waste Transfer Note (Annual Fee)**

1100 litre	113.55
770 litre	102.55
660 litre	100.45
360 litre	73.10
240 litre	50.20

**Fee per Emptying**

1100 litre	12.70
770 litre	10.65
660 litre	9.20
360 litre	6.10
240 litre	5.10

**Domestic Property used as Self Catering Accommodation**

**Hire Charge & Waste Transfer Note (Annual Fee)**

1100 litre	113.55
770 litre	102.55
660 litre	100.45
360 litre	73.10
240 litre	50.20

**Fee per Emptying**

1100 litre	12.70
770 litre	10.65
660 litre	9.20
360 litre	6.10
240 litre	5.10

**Waste Collection - 01553 616760****TRADE REFUSE CHARGES ARE QUOTED NET OF VAT**

		<b>PROPOSED CHARGE 2020/21 £</b>
<b>Commercial Recycling</b>		
<b>Waste Transfer Note (Annual Fee)</b>		
	1100 litre	33.60
	660 litre	33.60
	360 litre	33.60
	240 litre	33.60
<b>Fee per Emptying</b>		
	1100 litre	9.00
	660 litre	7.45
	360 litre	6.00
	240 litre	5.40
<b>Waste Transfer Note (Annual Fee)</b>		
	1100 litre	33.65
	660 litre	33.65
	360 litre	33.65
	240 litre	33.65
<b>Fee per Emptying</b>		
	1100 litre	9.00
	660 litre	7.45
	360 litre	6.00
	240 litre	5.40
<b>Additional Waste Transfer Note</b>		33.65
<b>Trade Waste Plastic Sacks</b>		
Roll of 25 - (includes delivery charge)		68.35
Waste Transfer Note on first purchase of year		33.65
<b>DOMESTIC REFUSE CHARGES INCLUDE VAT</b>		
<b>Bulk Waste Collections (01553 776676)</b>		
First three items		31.00
Per additional item thereafter		10.50
<b>Side Waste - Purchase of Tag</b>		1.90
<b>Replacement of Lost Wheelie Bin (01553 776676)</b>		
Delivered		41.50
<b>Contact telephone number for following services (01553 782060)</b>		
<b>Garden Waste</b>		
Fortnightly Brown Bin Collection		56.25
<b>Collection Hazardous Household Waste</b>		FREE
<b>Empty of Parish Litter Bin</b>		106.95
<b>Empty of Parish Dog Waste Bin (per emptying)</b>		1.85

**Markets/Hanging Baskets and Allotments - 01553 616200**

	<b>PROPOSED CHARGE 2020/21 £</b>
<b>MARKETS</b>	
<b>King's Lynn (Tuesday and Friday)</b>	
<b>Hunstanton (Wednesday)</b>	
Per metre frontage	5.00
	7.30
Annual agreement - 50% discount (January to March only)	
<b>Kings Lynn (Saturday)</b>	
Per metre frontage	4.30
	6.30
Annual agreement - 50% discount (January to March only)	
<b>Hunstanton (Sunday)</b>	
Per metre frontage	9.30
	13.90
Annual agreement - 50% discount (January to March only)	
<b>Market Parking</b>	
All markets - any vehicle for one market (per annum)	20.60
All markets - any vehicle for any market (per annum)	29.90
<b>Discount Scheme</b>	
<b>Trader must have held a licence for at least 12 months commencing 1st April in any year in order to qualify for the discount and pay their rent before due date each month.</b>	
<b>HANGING BASKETS</b> (supply, delivery and removal)	64.95
<b>ALLOTMENTS</b> - Kings Lynn	
Per square metre per annum	0.23
<b>Public Conveniences</b>	
Radar key for disabled toilets	4.20

**Careline - 01553 760671**

	<b>PROPOSED CHARGE 2020/21 £</b>
<b>CARELINE</b>	
<b>Rented Units</b>	
<b>Within District</b>	
Weekly charge	3.70
Weekly charge VAT Exemption	3.08
Connection Charge (single payment)	40.20
Connection Charge (single payment) VAT Exemption	33.50
<b>Outside District</b>	
Weekly charge	3.72
Weekly charge VAT Exemption	3.08
Connection Charge (Single payment)	47.40
Connection Charge (Single payment) VAT Exemption	39.50
<b>Purchased Units</b>	
<b>Within District</b>	
Monitoring and Maintenance Charge	1.92
Monitoring and Maintenance Charge VAT Exemption	1.60
Connection Charge (single payment)	40.20
Connection Charge (single payment) VAT Exemption	33.50
<b>Outside District</b>	
Monitoring and Maintenance Charge	1.92
Monitoring and Maintenance Charge VAT Exemption	1.60
Connection Charge (single payment)	47.40
Connection Charge (single payment) VAT Exemption	39.50

**Housing Standards - 01553 616200**

HMO Licence -New Application	<i>£50 refunded if everything in order initially</i>	685.00
HMO Licence -Renewal of existing Licence	<i>£50 refunded if everything in order initially</i>	596.00

**CCTV - 01553 616200**

	<b>£</b>
<b>Access to Data</b>	
Access to Information DPA 98 C29 Section 35 (2) Request for CCTV Images Form	100.00

**REGISTER OF ELECTORS****Statutory Fees****Printed Form**

Flat Rate	10.00
Plus per 1000 names or part thereof	5.00

**Data Form**

Flat Rate	20.00
Plus per 1000 names or part thereof	1.50

**Overseas Electors Lists (Statutory Fee)****Printed Form**

Flat Rate	10.00
Plus per 1000 names or part thereof	5.00

**Data Form**

Flat Rate	20.00
Plus per 1000 names or part thereof	1.50

**Monthly Additions (Statutory Fee)****Printed Form**

Flat Rate	10.00
Plus per 1000 names or part thereof	5.00

**Data Form**

Flat Rate	20.00
Plus per 1000 names or part thereof	1.50

**Printed Form (Marked Copy)**

Flat Rate	10.00
Plus per 1000 names or part thereof	2.00

**Data Form (Marked copy)**

Flat Rate	10.00
Plus per 1000 names or part thereof	1.00

**GENERAL ADMINISTRATION**

Letter confirming that an individual is registered on the Electoral Register

Administration Fee	10.00
Plus cost per sheet	0.10

**Supply of Miscellaneous Information**

Administration Fee	10.00
Plus cost per sheet	0.10

**Returns and Declarations as to Election Expenses (Statutory Fee)**

Price of a copy of any return, declaration or accompanying document (price for each side of each page)	0.20
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**Inspection of a Request for Election**

0.10
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**SUPPLY OF MINUTES AND AGENDA**

<b>Supply of Council Minutes</b> (Per annum)	75.50
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**Supply of Development Control or Cabinet Agenda**

Per annum	107.50
Per agenda	9.60
Other Agendas	5.30
A4 Photocopies	0.10

**General Administration**

Supply of miscellaneous information	0.10
Cost per A4 sheet (photocopy)	0.10

**Data Protection Act Fee**

10.00
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**PLANNING ADMINISTRATIVE FEES**

		£
Photocopies		0.10
A4 Copies		0.10
Copies of deposited plans A3		5.20
Copies of deposited plans A2	Black and white	7.40
	Colour	6.55
Copies of deposited plans A1	Black and white	9.05
	Colour	7.50
Copies of deposited plans A0	Black and white	10.10
	Colour	
Request for confirmation that development has been carried out in accordance with the terms of an Enforcement Notice or Legal Agreement.		41.30

**LEGAL AND LOCAL LAND CHARGES**

Con 29R (VAT to be added)	New-Fee	40.40
CON 29O (each question) (VAT to be added)	New-Fee	13.00
Parcel fee (each)	New-Fee	12.05
Personal Search (unaided) - now under Environmental Information Regulations		
Assisted Personal Search		21.50
Additional own enquiries (each)		15.00
LLC1 (submitted by post/DX)		21.50
LLC1 (submitted by NLIS)		21.50
Planning History Search - back to 1994		21.50
Planning History Search - back to 1948		48.25

**Car and PSV Parking**

**CAR PARKS AND PSV PARKING**

**Hunstanton**

**Charges apply Monday to Sunday, plus Bank Holidays except Christmas Day**

**CENTRAL CAR PARK**

**Inclusive between 8am and 5pm**

Pay and Display Up to 1 Hour	1.80
Pay and Display Up to 2 hours	2.80
Pay and Display Up to 3 hours	3.50
Pay and Display Up to 5 hours	4.70
Holiday Rover (Weekly)	20.40
Seniors – Hunstanton Resident (Annual)	40.80
Inclusive between 5pm and 9am	2.00

\*Previously 3rd hour given free of charge.

**VALENTINE ROAD CAR PARK**

Pay and Display Up to 30 minutes	1.10
Pay and Display Up to 1 Hour	1.80
Pay and Display Up to 2 hours	2.80
Pay and Display Up to 3 hours	3.50
All day before 10.00am	1.00
All day after 10.00am	2.80
Inclusive between 5pm and 9am	2.00

\*Previously 3rd hour given free of charge.

**NORTH PROMENADE**

**1st September to 30th June including Bank Holidays except Christmas Day**

**Inclusive between 8am and 5pm**

Pay and Display Up to 2 hours	4.00
Pay and Display Up to 4 hours	5.50
All day - (valid until 8am the following day)	7.20
Inclusive between 5pm and 9am	2.00

**1st July to 31st August including Bank Holidays**

**Inclusive between 8am and 5pm**

Pay and Display Up to 2 hours	4.00
Pay and Display Up to 4 hours	5.50
All day - (valid until 8am the following day)	7.70
Inclusive between 5pm and 9am	2.00

**Coach Parking**

**1st September to 30th June including Bank Holidays**

Up to 2 hours	4.00
Over 2 hours until 18:00	7.20

**1st July to 31st August including Bank Holidays**

Up to 2 hours	4.00
All day	7.70

**The Green, Hunstanton - Motorcycles**

1.00
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**PAY AND DISPLAY HUNSTANTON (Excluding Central, Valentine Road and North Promenade Car Parks) 1st September to 30th June including Bank Holidays except Christmas Day**

**Inclusive between 8am and 5pm**

Up to 1 hour	2.00
Up to 2 hours	4.00
Up to 3 hours	5.00
All day - (valid until 8am the following day)	6.00
Inclusive between 5pm and 9am	2.00

\*Previously 3rd hour given free of charge.

**PAY AND DISPLAY HUNSTANTON (Excluding Central, Valentine Road and North Promenade Car Parks) 1st July to 31st September including Bank Holidays except Christmas Day**

**Inclusive between 8am and 5pm**

Up to 1 hour	2.00
Up to 2 hours	4.00
Up to 3 hours	5.00
All day - (valid until 8am the following day)	7.00
Inclusive between 5pm and 9am	2.00

\*Previously 3rd hour given free of charge.

**Season Tickets**

Six months (unreserved)	155.00
Twelve months (unreserved)	220.00
Reserved Twelve months	350.00

**Car and PSV Parking**

**CAR PARKS AND PSV PARKING**

**HEACHAM (Seasonal)**

Charges apply from 1st March to 30th June and 1st September to 31st October, including Bank Holidays, Inclusive between 8am and 5pm

Up to 1 hour	2.00
Up to 2 hours	4.00
Up to 3 hours	5.00
Daily - all day	6.00
Inclusive between 5pm and 9am	2.00

\*Previously 3rd hour given free of charge.

**Charges apply from 1st July to 31st August including Bank Holidays.**

**Inclusive between 8am and 5pm**

Up to 1 hour	2.00
Up to 2 hours	4.00
Up to 3 hours	5.00
Daily - all day	7.00
Inclusive between 6pm and 8am	2.00

\*Previously 3rd hour given free of charge.

Season ticket - Seniors	39.20
Season ticket - resident	52.80
Season ticket - non resident	104.00
Season ticket - Beach Hut Resident	44.80

**KING'S LYNN**

**Charges apply Monday to Sunday, plus Bank Holidays except Christmas Day**

**Charges apply 24 hours a day**

**Inclusive between 8am and 5pm**

**Short Term**

Up to half hour (Saturday and Tuesday Market Place and St James , outside multi-storey)	1.10
Up to 1 hour	1.80
Up to 2 hours	2.80
Up to 3 hours	3.50
Up to 5 hours	4.70

\*Previously 3rd hour given free of charge.

**Inclusive between 5pm and 9 am**

Up to half hour (Saturday and Tuesday Market Place and St James , outside multi-storey)	1.10
Up to 1 hour	1.80
Over 1hrs until 9am	2.00

**Long Term**

All Day before 10am	2.80
All Day after 10am	3.60
Boal Quay all day	2.70
Inclusive between 5pm and 9am	2.00

**Season Tickets**

Monthly	40.00
Annual	400.00

**MULTI-STOREY ST JAMES**

**Inclusive between 8am and 5pm**

Up to 1 hour	1.80
Up to 2 hours	2.80
Up to 3 hours	3.50
Up to 4 hours	4.00
Up to 5 hours	4.70
Up to 6 hours	5.90
Up to 7 hours	7.10
Up to 8 hours	8.30
Up to 9 hours	9.50
Up to 10 hours	10.70
Up to 11 hours	11.90
Lost ticket	12.00
Season Ticket	800.00

\*Previously 3rd hour given free of charge.

**Inclusive between 5pm and 9am**

Up to 1 hour	1.80
Over 1hrs until 9am	2.00

**Season Ticket - Annual- weekdays Monday-Friday (max 50)**

800.00
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**Penalty Charge Notices**

Payment within 14 days	<i>range of charges depending on level of contravention</i>	25.00 to 35.00
Payment after 14 days	<i>range of charges depending on level of contravention</i>	50.00 to 70.00

**Other Charges**

Public Service Vehicle (Bus Station Pay and Display)	2.00
Contract Parking Bay (per annum)	800.00

**Funeral Services**

**CEMETERIES - 01553 630533**

**King's Lynn and Hunstanton**

**PROPOSED  
CHARGE  
2020/21  
£**

Internment fee-(Age 18+)	940
For cremated remains	111
Interment in walled grave or vault (exc construction cost)	1,643
Disinterment - of earthen burial (Adult)	2,000
Disinterment - of earthen burial (Child)	POA
Disinterment - of cremated remains	228
<b>Walpole St Andrew, Marshland Smeeth and Upwell</b>	
Internment fee (Age 18+)	639
(additional grave digging fees may apply)	
For cremated remains	90
Interment in walled grave or vault (exc construction cost)	1,364
Disinterment - of earthen burial (Adult)	2,000
Disinterment - of earthen burial (Child)	POA
Disinterment - of cremated remains	228
<b>All Cemeteries</b>	
<b>Purchase of exclusive right of burial</b>	
In child's grave up to 4'6" x 3'	200
In earthen grave up to 9' x 4'	640
In walled grave/vault up to 9' x 4'	918
In cremation plot 2' x 2'	123
<b>Right to erect memorial</b>	
New headstone up to 4' high	284
New headstone 4' to 6' high	584
New headstone over 6' high	1,141
New headstone under 2'6" on child's grave	123
Memorial kerb set on child's grave	222
Memorial kerb set on adults grave	668
Cremation tablet set level with ground	140
Additional inscription after first	195
Transfer of Grave Ownership	58
<b>Refundable Deposit for Disabled Vehicle Access to Gayton Road Cemetery</b>	23

All cemetery charges are increased by 100% for persons who at the time of death lived outside the area of the Borough Council, unless the deceased had lived outside the Borough for less than 5 years immediately before death then the normal charges shall apply. For burials outside of normal working hours, other than for religious reasons, the above fees are increased by 75%.

## Funeral Services

### CREMATORIUM

Kings Lynn - 01553 630533

**PROPOSED  
CHARGE  
2020/21  
£**

Cremation fee(Age 18+) - Monday-Friday	799
Cremation fee (Age 18+) - Saturday	1,134
Cremation fee (Age 18+) - Sunday	1,448
Cremation without service (direct)	500
Cremation of body parts	100

**Miscellaneous Charges:**

Use of chapel for memorial service	166
Provide Music for Memorial Service	29
Provide Funeral Music	29
Provision of Crematorium Bearer (Subject to Availability)	25
Universal Urn	40
Pentney Urn	52
Terrington Urn	52
Holkham Keepsake Heart	55
Oxborough Keepsake Urn (Patterned)	28
Houghton Keepsake Urn (Plain)	28
Winch Casket (Plain)	58
Norfolk Casket	58

NEW

Certified extract from Register of Cremations	15
Interment of cremated remains (local)	75
Interment of cremated remains (from elsewhere)	160
Disinterment of cremated remains	228
Strewing of cremated remains from elsewhere	69
Application to witness	45

**Book of Remembrance:**

2 lines	50
5 lines	105
Additional lines above 5	20
5 lines with emblem	184
Additional lines above 5	25

**Remembrance Cards:**

2 lines	55
5 lines	112
8 lines	173
11 lines	229
14 lines	284
5 lines with emblem	190
8 lines with emblem	257
11 lines with emblem	313
14 lines with emblem	374

**Funeral Services**

**CREMATORIUM Continued**

**Personal Books of Remembrance**

	PROPOSED CHARGE 2020/21
	£
2 lines	66
5 lines	123
8 lines	184
11 lines	240
14 lines	297
5 lines with emblem	200
8 lines with emblem	268
11 lines with emblem	234
14 lines with emblem	285

**Personal Books of Remembrance (additional inscription)**

2 lines	50
5 lines	109
8 lines	172
11 lines	229
14 lines	286
5 lines with emblem	189
8 lines with emblem	257
11 lines with emblem	315
14 lines with emblem	377

**Memorial tree - per year**

Memorial Conifer	50
Memorial Tree	72
Bronze single plate 6" x 4"	179
Bronze Double inscription plate 6" x 5"	218
Bronze Photo Plate 6" x 4" [one photo]	223
Bronze Photo Plate 6" x 5" [two photos]	318

**Memorial shrub - per year**

Aluminium single plate 5" x 3"	40
Aluminium Double inscription plate 5" x 4"	114
Aluminium Photo single plate 5" x 3"	164
Aluminium Photo Double inscription plate 5" x 4"	206
	256

**6" Kerb plate lease per year**

	17
<b>12" Kerb plate lease per year</b>	34
Bronze Plate 6" x 3.75"	112
Bronze Plate 12" x 3.75"	201
Bronze Photo Plate 6" x 3.75"	229
Bronze Photo Plate 12" x 3.75" [one photo]	318
Bronze Photo Plate 12" x 3.75" [two photos]	407

**Memorial Seat - per year**

Brass single plate 6" x 2"	127
Brass double plate 9" x 2"	162
Refurbish inscription plate	184
	50

**Columbarium:**

Lease of vault per year	72
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- Purchase of tablet
- Up to 70 letters of inscription
- Each additional letter
- Border on tablet
- Design on tablet
- Enamel photograph on tablet
- Frame to photograph
- Cross on tablet
- Regild letter (each)

Please contact Mintlyn Crematorium  
for a quote for these items

3.5
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**Environmental surcharge on adult cremation**

60
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**Environmental Health and Protection - 01553 616200**

**PROPOSED  
CHARGE  
2020/21  
£**

**SHIP SANITATION CERTIFICATE**

Gross Tonnage:		
Up to 1,000	<i>Set nationally</i>	100.00
1,001 - 3,000	<i>Set nationally</i>	135.00
3,001 - 10,000	<i>Set nationally</i>	205.00
10,001 - 20,000	<i>Set nationally</i>	265.00
20,001 - 30,000	<i>Set nationally</i>	340.00
Over 30,000	<i>Set nationally</i>	400.00

**STRAY DOG RECOVERY**

Recovery Charge ( including Statutory Charge)	81.00
Kennelling Fee - per day or part thereof	9.70

**EXPORT CERTIFICATE**

Shellfish / Canned Food / Colouring Matter		66.50
<b>PLUS</b> Officer time on site	Minimum charge for taking the sample for the first hour per hour	58.50

**FOOD****Surrender Certificate**

Issue of certificate		36.65
<b>PLUS</b> Officer time on site - per hour or part thereof - minimum 15 minutes		36.65
<b>PLUS</b> any costs incurred in removal and destruction of goods		
Safer Food, Better Business (includes postage)		10.20

**TRAINING COURSES**

Hygiene Course - Level 2 (per person)		50.50
Hygiene Course - Level 3 - <b>NO LONGER PROVIDED</b>		
Health and Safety at Work Course - Level 2 (per person)		50.50

**SAMPLING (these charges have VAT included)**

Food Sample	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes	59.50
Swimming Pool Waters	First sample	44.00
	Subsequent samples taken on same day	59.50
	Re samples <i>Increased to include VAT</i>	44.00
Environmental sampling	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes	59.50
		44.00
Cryptosporidium	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes	59.50
		44.00
Legionella	Minimum charge for taking the sample for the first hour per hour thereafter minimum 15 minutes	59.50
		44.00

**Private Water Sampling (all costs INCLUDE VAT)**

Risk Assessment	Single Private Dwelling	97.50
	Small Supplies	122.00
	Large / Commercial Supplies	183.00
Sampling	Small Supply / Single Dwelling	33.00
	Large / Commercial Supplies (per visit <b>PLUS</b> analysis costs)	33.00
Investigation	Carried out in the event of test failure, but can be substituted by risk assessment	100.00
Authorisation	Application by the owner of a supply for permission to breach a standard temporarily whilst remedial work is carried out	100.00
Miscellaneous Sample and Analysis	For taking the sample for the first hour ( <b>plus</b> analysis costs) per hour thereafter minimum 15 minutes	33.00
		20.00

**ENVIRONMENTAL SEARCH**

<b>Commercial Environmental Enquiry Fee (per hour)</b>		31.50
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**Licensing - 01553 616200****STREET TRADING – KING'S LYNN**

Daily Consent Fee		13.00
Licence for Tables and Chairs on Highway – Original		391.00
Renewal		132.00

**SCRAP METAL**

Scrap Metal Collectors (3 year licence)		162.00
Scrap Metal Site (3 year licence)		232.00

**SEX ESTABLISHMENTS**

Sex Establishments (Grant)	<i>£1,247.00 refunded if no hearing required</i>	1,694.50
Sex Establishments (Renewal)	<i>£1,247.00 refunded if no hearing required</i>	1,648.50
Sex Establishments (Transfer)	<i>£1,247.00 refunded if no hearing required</i>	1,306.00
Sex Establishments (Variation)	<i>£1,247.00 refunded if no hearing required</i>	1,349.00

**MISCELLANEOUS LICENCE FEES**

Premises Fee to carry out the practice of skin piercing

76.80

Person Fee to carry out the practice of skin piercing

32.70

Replacement Certificate

10.00

Additional copy of the byelaws

10.00

**Licensing - 01553 616200****ANIMAL LICENSING**

Licensable Activity	Application Fee		Inspection re-rating & variation fee	Compliance/Enforcement fee (includes)		Copy of Licence
	New	Renewal		1 yr	2 yr	
Boarding - Cats, Dogs, Home & Day Care	135.00	100.00	110.00	160.00	210.00	10.50
Boarding as additional activity	40.00	40.00	40.00	50.00	60.00	
Selling animals as pets	135.00	100.00	110.00	165.00	220.00	10.50
Pets as additional activity	40.00	40.00	40.00	54.00	68.00	
Horse Riding	175.00	135.00	150.00	215.00	280.00	10.50
Riding as additional activity	50.00	50.00	50.00	78.00	106.00	
Dog Breeding	175.00	120.00	150.00	210.00	270.00	10.50
Breeding as additional activity	50.00	50.00	50.00	74.00	98.00	
Exhibition of animals	230.00	200.00	95.00	N/A ( 3 yr licence - costs already calculated within		10.50

**Licensing - 01553 616200****LICENSING ACT 2003****All Entertainment licence fees are set by Central Government.**

1. Fees for the grant or variation of a premises licences or club premises certificates are based on the non-domestic rateable value as follows:

Rateable Value	£0 - £4,300	£4,301 - £33,000	£33,001 - £87,000	£87,001 - £125,000	£125,001 and above
Band	A	B	C	D	E

Premises that do not have a rateable value will be placed in Band 'A' except for premises under construction which will be placed in Band 'C'.

2. Each Band attracts a different level of application fee as follows:

Band	A	B	C	D	E
Fee	£100	£190	£315	£450	£635

An application for the grant or variation of a premises licence where the premises is banded in either 'D' or 'E' and the premises are exclusively or primarily in the business of selling alcohol for consumption on the premises then a multiplier will apply to the appropriate rate, i.e.

Band	D	E
Multiplier	x 2	x 3
Fee	£900	£1,905



3. Exceptionally large premises will attract an additional fee based on the number of people in attendance at any one time.  
The additional fee will be:

Number in attendance at any one time	Additional Application Fee	Additional Annual Fee
5,000 to 9,999	£1,000	£500
10,000 to 14,999	£2,000	£1,000
15,000 to 19,999	£4,000	£2,000
20,000 to 29,999	£8,000	£4,000
30,000 to 39,999	£16,000	£8,000
40,000 to 49,999	£24,000	£12,000
50,000 to 59,999	£32,000	£16,000
60,000 to 69,999	£40,000	£20,000
70,000 to 79,999	£48,000	£24,000
80,000 to 89,999	£56,000	£28,000
90,000 and over	£64,000	£32,000

4. Premises will be subject to an annual fee which becomes payable on the anniversary of the grant. The annual fees are as follows:

Band	A	B	C	D	E
Fee	£70	£180	£295	£320	£350

The annual fee where the premise is banded in with 'D' or 'E' and the premises are exclusively or primarily in the business of selling alcohol for consumption on the premises then a multiplier will apply to the appropriate rate, i.e.

Band	D	E
Multiplier	x 2	x 3
Fee	£640	£1,050

5. Permitted temporary activities, personal licences and miscellaneous:

#### Application or Notice

Section 25 (theft, loss etc. of premises licence or summary)  
 Section 29 (application for a provisional statement where premises being built etc.)  
 Section 33 (notification of change of name or address - premises licence)  
 Section 37 (application to vary licence to specify individual as premises supervisor)  
 Section 42 (application for transfer of premises licence)  
 Section 47 (interim authority notice following death etc. of licence holder)  
 Section 79 (theft, loss etc of club premises certificate or summary)  
 Section 82 (notification of change of name or alteration of rules of club-club premises certificate)  
 Section 83(1) or (2) (change of relevant registered address of club)  
 Section 100 (temporary event notice)  
 Section 110 (theft, loss etc. of temporary event notice)  
 Section 117 (application for a grant or renewal of personal licence)  
 Section 126 (theft, loss etc. of personal licence)  
 Section 127 (duty to notify change of name or address - personal licence)  
 Section 178 (right of freeholder etc. to be notified of licensing matters)

### Licensing - 01553 616200

#### GAMBLING ACT 2005

All Gambling Act 2005 licence fees are set by Central Government.

1. Fees in respect of premises licences issued by this authority are as follows:

Premises Licences	New Grant	Annual Fee	Variation	Transfer	Re-Instatement	Change of Circumstances	Copy of Licence
Bingo	2,625.00	750.00	1,312.00	900.00	900.00	37.50	18.75
Adult Gaming Centre (AGC)	1,500.00	750.00	750.00	900.00	900.00	37.50	18.75
Betting (track)	1,875.00	750.00	937.00	712.00	712.00	37.50	18.75
Betting (other than track)	2,250.00	450.00	1,125.00	900.00	900.00	37.50	18.75
Family Entertainment Centre	1,500.00	562.00	750.00	712.00	712.00	37.50	18.75

(Note: The Borough currently has no casinos and will set an appropriate fee if required).

2. Fees in respect of permits issued by this authority are as follows:

Permits/Registration	New Grant (Existing Operator)	New Grant	Renewal	Annual Fee	Variation	Change of Name	Copy of permit
Licensed Premises Gaming Machine (1 or 2 machines)	N/A	£ 50.00	N/A	N/A	N/A	N/A	£ 15.00
Licensed Premises Gaming Machine (3 or more machines)	£ 100.00	£ 150.00	N/A	£ 50.00	£ 100.00	£ 25.00	£ 15.00
Prize Gaming Permit	N/A	£ 300.00	£ 300.00	N/A	N/A	£ 25.00	£ 15.00
Unlicensed Family Entertainment Centre	N/A	£ 300.00	£ 300.00	N/A	N/A	£ 25.00	£ 15.00
Club Gaming Permit	N/A	£ 200.00	£ 200.00	£ 50.00	£ 100.00	N/A	£ 15.00
Club Gaming Machine Permit	£ 100.00	£ 200.00	£ 200.00	£ 50.00	£ 100.00	N/A	£ 15.00
Club Gaming Machine Permit (Fast-track i.e. CPC Holder)	£ 100.00	£ 100.00	N/A	£ 50.00	£ 100.00	N/A	£ 15.00
Small Society Lottery	N/A	£ 40.00	N/A	£ 20.00	N/A	N/A	£ 15.00

**PROPOSED  
CHARGE  
2020/21**

**COMBINED DRIVER**

	£
New Grant - 1 year	74.00
Renewal - 1 year	67.00
New Grant - 3 year	125.00
Renewal - 3 year	118.00

**HACKNEY CARRIAGE (Saloon)**

New Grant	124.00
Renewal	109.00
Temporary (insurance cover)	62.00

**HACKNEY CARRIAGE (Wheelchair)**

New Grant	133.00
Renewal	115.00
Temporary (insurance cover)	66.50

**PRIVATE HIRE VEHICLE**

New Grant	118.00
Renewal	104.00
Temporary (insurance cover)	59.00

**SPECIAL EVENT VEHICLE**

New Grant	123.00
Renewal	104.00
Temporary (insurance cover)	61.50

**PRIVATE HIRE OPERATOR (1 vehicle)**

New Grant - 1 year	97.00
Renewal - 1 year	87.00
New Grant - 5 year	180.00
Renewal - 5 year	175.00

**PRIVATE HIRE OPERATOR (2-10 vehicles)**

New Grant - 1 year	123.00
Renewal - 1 year	113.00
New Grant - 5 year	265.00
Renewal - 5 year	260.00

**PRIVATE HIRE OPERATOR (11-20 vehicles)**

New Grant - 1 year	138.00
Renewal - 1 year	131.00
New Grant - 5 year	405.00
Renewal - 5 year	400.00

**PRIVATE HIRE OPERATOR (20+ vehicles)**

New Grant - 1 year	159.00
Renewal - 1 year	152.00
New Grant - 5 year	777.00
Renewal - 5 year	772.00

**MISCELLANEOUS FEES**

Licence Plate (non refundable)	15.00
Disclosure and Barring Service Application	55.00
Replacement Vehicle Licence (lost, damaged, change of name/address etc)	5.50
Replacement Vehicle Window Licence (lost, damaged etc)	5.00
Replacement Driver's (paper) Licence (lost, damaged, change etc)	5.50
Replacement Driver's (card) Licence (lost, damaged, change etc)	5.50
Replacement Operator's Licence	5.50
Vehicle Transfer	27.50
Change of Name/Address	10.50
Knowledge Test	36.00
Private Hire Door Sticker	19.00