



# SCHEDULE OF FEES AND CHARGES

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## 2026-2027



Castle Point Borough Council  
Council Offices  
Kiln Road  
Benfleet  
Essex SS7 1TF  
[www.castlepoint.gov.uk](http://www.castlepoint.gov.uk)

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The charges shown for 2026/27 in the following pages are effective from 1<sup>st</sup> April 2026 unless otherwise indicated. The Council reserves the right to amend the Schedule at any time.

<b>PARKS AND OPEN SPACES</b>			
<b>DESCRIPTION OF CHARGE</b>	<b>VAT RATE</b>	<b>Charge 26/27 Ex VAT</b>	<b>Charge 26/27 Incl VAT</b>
<b>CRICKET</b>			
<b>Adult</b> Teams – Each Match	S	£92.71	£111.25
<b>Adult</b> Teams – Seasonal Hire (Alternate Weeks)	E	£1,013.00	£1,013.00
<b>Youth</b> Teams – Each Match	S	£42.79	£51.35
<b>Youth</b> Teams – Seasonal Hire (Alternate Weeks)	E	£504.55	£504.55
<b>FOOTBALL</b>			
<i>Youth football prices are for teams that are under 18 years of age.</i>			
<b>Adult</b> Teams – Each Match without Accommodation	S	£91.63	£109.95
<b>Adult</b> Teams (One match on alternate weeks) - provided VAT block-booking conditions apply	E	£979.80	£979.80
<b>Youth</b> Teams – Each Match without Accommodation	S	£64.67	£77.60
<b>Youth</b> Teams (one match on alternate weeks) - provided VAT block-booking conditions apply	E	£391.60	£391.60
<b>Youth</b> Seasonal Mini Soccer - Junior (Seven a Side) - provided VAT block-booking conditions apply	E	£198.00	£198.00
<b>Youth</b> Mini Soccer (Seven a Side) Pitches - WSFRG (Each Match	S	£34.50	£41.40
Changing accommodation per match	E	£23.05	£23.05
<b>Prices for one-off matches for Teams with no seasonal bookings.</b>			
<b>Adult</b> -Five-A-Side Pitches per pitch per day	S	£154.38	£185.25
<b>Adult</b> Friendly match per match	S	£105.71	£126.85
<b>Youth</b> -Five-A-Side Pitches per pitch per day	S	£87.38	£104.85
<b>Youth</b> Friendly match per pitch without Accommodation – Sundays	S	£60.33	£72.40
<b>RUGBY</b>			
<b>Adult</b> Teams - Each Match without Accommodation	S	£90.33	£108.40
<b>Adult</b> Teams (One match on alternate weeks) - provided VAT block-booking conditions apply	E	£1,007.75	£1,007.75
<b>Youth</b> Teams - Each Match without Accommodation	S	£52.75	£63.30
<b>Youth</b> Teams (one match on alternate weeks) - provided VAT block-booking conditions apply	E	£399.55	£399.55
Changing accommodation per match	E	£23.05	£23.05
<b>BOWLS</b>			
Casual Use - Per Person Per Hour	S	£8.21	£9.85
Season Use - Per Club Member:			
Juniors	E	£70.45	£70.45
Adults	E	£113.80	£113.80
<b>CROQUET</b>			
Casual Use - Per Match	S	£6.13	£7.35
OAPs	E	£30.30	£30.30
Adults	E	£43.35	£43.35
<b>ALLOTMENTS</b>			
Per Plot	N	£95.00	£95.00
Per Half Plot	N	£48.00	£48.00

## OPEN SPACES HIRE

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<i>On all bookings a non-refundable booking deposit of £100 is required to secure the booking. This is only refunded where Castle Point Borough Council have to cancel the hire due to poor ground conditions.</i>			
<i>A refundable £250 deposit for small hires and £500 for large hires will be taken to cover for any damages caused to the land. If damage exceeds the deposit amount the hirer will be invoiced for the cost of rectification works.</i>			
Use of Open Space for Bootcamps for 2 hours (Minimum of 10 bookings)	E	£36.55	£36.55
<b>Events in all Open Spaces owned by Castle Point</b>			
ALL EVENT BOOKINGS SUBJECT TO NEGOTIATION. PLEASE ENQUIRE FOR FURTHER INFORMATION.			

## CHURCHYARD BURIAL GROUNDS & CEMETERIES

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<b>Cemetery Interment</b>			
(CI1) Child under 1 month (plot for 2) resident	N	£218.00	£218.00
(CI2) Child under 1 month (plot for 2) non-resident	N	£409.00	£409.00
(CI3) Child under 1 month (plot for 2) (Exclusive rights 50 years) resident	N	£976.00	£976.00
(CI4) Child under 1 month (plot for 2) (Exclusive rights 50 years) non-resident	N	£1938.00	£1938.00
(CI5) Child under 1 month (plot for 3) resident	N	£236.00	£236.00
(CI6) Child under 1 month (plot for 3) non-resident	N	£460.00	£460.00
(CI7) Child under 1 month (plot for 3) (Exclusive rights 50 years) resident	N	£976.00	£976.00
(CI8) Child under 1 month (plot for 3) (Exclusive rights 50 years) non-resident	N	£1938.00	£1938.00
(CI9) Child 1 month to 12 years (plot for 2) resident	N	£409.00	£409.00
(CI10) Child 1 month to 12 years (plot for 2) non-resident	N	£722.00	£722.00
(CI11) Child 1 month to 12 years (plot for 2) (exclusive rights) resident	N	£822.00	£822.00
(CI12) Child 1 month to 12 years (plot for 2) (exclusive rights) non-resident	N	£1938.00	£1938.00
(CI13) Child 1 month to 12 years (plot for 3) resident	N	£464.00	£464.00
(CI14) Child 1 month to 12 years (plot for 3) non-resident	N	£919.00	£919.00
(CI15) Child 1 month to 12 years (plot for 3) (exclusive rights) resident	N	£947.00	£947.00
(CI16) Child 1 month to 12 years (plot for 3) (exclusive rights) non-resident	N	£1883.00	£1883.00
(CI17) 12 years and over (plot for 2) resident	N	£976.00	£976.00
(CI18) 12 years and over (plot for 2) non-resident	N	£1938.00	£1938.00
(CI19) 12 years and over (plot for 2) resident (exclusive rights)	N	£976.00	£976.00
(CI20) 12 years and over (plot for 2) non-resident (exclusive rights)	N	£1938.00	£1938.00
(CI21) 12 years and over (plot for 3) resident	N	£1113.00	£1113.00
(CI22) 12 years and over (plot for 3) non-resident	N	£2227.00	£2227.00
(CI23) 12 years and over (plot for 3) resident (exclusive rights)	N	£976.00	£976.00
(CI24) 12 years and over (plot for 3) non-resident (exclusive rights)	N	£1938.00	£1938.00
(CI25) Cremated remains (grave space) resident	N	£169.00	£169.00
(CI26) Cremated remains (grave space) non-resident	N	£323.00	£323.00

<b>CHURCHYARD BURIAL GROUNDS &amp; CEMETERIES</b>			
<b>DESCRIPTION OF CHARGE</b>	<b>VAT RATE</b>	<b>Charge 26/27 Ex VAT</b>	<b>Charge 26/27 Incl VAT</b>
<b>Cemetery Interment</b>			
(CI27) Cremated remains (ashes area A, B, X) resident	N	£169.00	£169.00
(CI28) Cremated remains (ashes area A, B, X) non-resident	N	£323.00	£323.00
(CI29) Cremated remains (ashes area A, B, X) resident (exclusive rights)	N	£443.00	£443.00
(CI30) Cremated remains (ashes area A, B, X) non-resident (exclusive rights)	N	£782.00	£782.00
(CI31) Scattering of cremated remains (Woodside only) resident	N	£77.00	£77.00
(CI32) Scattering of cremated remains (Woodside only) non-resident	N	£140.00	£140.00
<b>Cemetery Surcharges</b>			
(CS1) Funeral commencing 2.45pm resident	N	£154.00	£154.00
(CS2) Funeral commencing 2.45pm non-resident	N	£302.00	£302.00
(CS3) Funeral commencing 3.15pm resident	N	£254.00	£254.00
(CS4) Funeral commencing 3.15pm non-resident	N	£497.00	£497.00
<b>Other Internments</b>			
(OI1) Woodland burial resident	N	£495.00	£495.00
(OI2) Woodland burial non-resident	N	£976.00	£976.00
<b>Extension of exclusive rights for a further 10 years</b>			
(ER1) Earthen graves resident	N	£218.00	£218.00
(ER2) Earthen graves non-resident	N	£409.00	£409.00
(ER3) Cremated remains (plot X Woodside) resident	N	£84.00	£84.00
(ER4) Cremated remains (plot X Woodside) non-resident	N	£162.00	£162.00
(C12) Headstone or tablet (including first inscription) resident	N	£88.00	£88.00
(C13) Headstone or tablet (including first inscription) non-resident	N	£169.00	£169.00
(C14) Additional inscription (after first) resident	N	£79.00	£79.00
(C15) Additional inscription (after first) non-resident	N	£133.00	£133.00
(C16) Construction of foundation for headstone resident	S	£156.00	£187.20
(C17) Construction of foundation for headstone non-resident	S	£233.00	£279.60
(C18) Construction of foundation for ashes resident	S	£81.00	£97.20
(C19) Construction of foundation for ashes non-resident	S	£177.00	£212.40
(C20) Right to place vase or urn (approved design) resident	N	£79.00	£79.00
(C21) Right to place vase or urn (approved design) non-resident	N	£156.00	£156.00
<b>Miscellaneous</b>			
(M1) Exhumation of ashes resident	N	£169.00	£169.00
(M2) Exhumation of ashes non-resident	N	£326.00	£326.00
(M3) Exhumation of earthen grave (price on application)	N	Price on application	Price on application
(M4) Transfer of deed (per transfer) resident	N	£77.00	£77.00
(M5) Transfer of deed (per transfer) non-resident	N	£136.00	£136.00
(M6) Certified copy of entry in burial register resident	N	£56.00	£56.00
(M7) Certified copy of entry in burial register non-resident	N	£102.00	£102.00
(M8) Search in burial register (for not more than one year) resident	N	£56.00	£56.00
(M9) Search in burial register (for not more than one year) non-resident	N	£102.00	£102.00
(M10) Use of Woodside Chapel resident	N	£88.00	£88.00
(M11) Use of Woodside Chapel non-resident	N	£88.00	£88.00
Memorial Plaque	S	£115.00	£138.00

## COMMUNITY HALLS

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<b>PEAK:</b> Fridays and Saturday evenings hire from 6.00 pm and Bank Holidays, Christmas Eve, New Years' Eve			
<b>OFF PEAK:</b> All other times			
N.B. Minimum 3 hour hire during peak period			
<b>*All bookings which include Wedding services (ceremonies, receptions etc.) are subject to a standard VAT rate.*</b>			
ALL EVENT BOOKINGS SUBJECT TO NEGOTIATION. PLEASE ENQUIRE FOR FURTHER INFORMATION.			

### Paddocks Mercury Hall (Main Hall) and Stage

ALL EVENT BOOKINGS SUBJECT TO NEGOTIATION. PLEASE ENQUIRE FOR FURTHER INFORMATION.			
<b>Peak - Hourly Rate</b> Evenings (Friday and Saturday evenings)	E*S	£60.33	£72.40
<b>Off Peak - Hourly Rate</b> All other periods	E*S	£30.21	£36.25
<b>Full day hire 9.00 am - 6.00 pm (9 hours)</b> (Any day)	E*S	£241.67	£290.00
<b>Evening Hire 6.00 pm - midnight (6 hours)</b> <b>with optional access from 5.00 pm to set up venue</b> Peak - Friday & Saturday evenings, Bank Holidays, Christmas Eve, New Year's Eve	E*S	£361.88	£434.25
Extra hour until 1 am	E*S	£60.33	£72.40
Off peak - All other evenings	E*S	£181.25	£217.50
Extra hour until 1 am	E*S	£30.21	£36.25
<b>All day/evening hire 9.00 am - midnight (15 hours)</b>			
Peak	E*S	£543.18	£651.85
Off Peak	E*S	£392.71	£471.25

### Paddocks Feelgood Suite (Hall 2)

ALL EVENT BOOKINGS SUBJECT TO NEGOTIATION. PLEASE ENQUIRE FOR FURTHER INFORMATION.			
<b>Peak - Hourly Rate</b> Evenings (Friday and Saturday evenings)	E*S	£37.38	£44.85
<b>Off Peak - Hourly Rate</b> All other periods	E*S	£25.46	£30.55
<b>Full day hire 9.00 am - 6.00 pm (9 hours)</b> (Any day)	E*S	£203.46	£244.15
<b>Evening Hire 6.00 pm - midnight (6 hours)</b> <b>with optional access from 5.00 pm to set up venue</b> Peak - Friday & Saturday evenings	E*S	£224.21	£269.05
Extra hour until 1 am	E*S	£37.38	£513.20
Off peak - All other evenings	E*S	£152.63	£183.15
Extra hour until 1 am	E*S	£25.46	£30.55
<b>All day/evening hire 9.00 am - midnight (15 hours)</b>			
Peak (Friday and Saturday Evenings)	E*S	£427.67	£513.20
Off Peak	E*S	£330.63	£396.75

<b>COMMUNITY HALLS</b>			
<b>DESCRIPTION OF CHARGE</b>	<b>VAT RATE</b>	<b>Charge 26/27 Ex VAT</b>	<b>Charge 26/27 Incl VAT</b>
<b>PEAK:</b> Fridays and Saturday evenings hire from 6.00 pm and Bank Holidays, Christmas Eve, New Years' Eve			
<b>OFF PEAK:</b> All other times			
N.B. Minimum 3 hour hire during peak period			
<b>*All bookings which include Wedding services (ceremonies, receptions etc.) are subject to a standard VAT rate.*</b>			
ALL EVENT BOOKINGS SUBJECT TO NEGOTIATION. PLEASE ENQUIRE FOR FURTHER INFORMATION.			
<b>Paddocks Dellaway Room (Hall 3)</b>			
ALL EVENT BOOKINGS SUBJECT TO NEGOTIATION. PLEASE ENQUIRE FOR FURTHER INFORMATION.			
<b>Hourly Rate</b>			
Anytime	E*S	£22.33	£26.80
<b>Full day hire 9.00 am - 6.00 pm (9 hours)</b>			
Anytime	E*S	£176.50	211.80
<b>Evening Hire 6.00 pm - midnight (6 hours)</b>			
<b>optional access from 5.00 pm to set up venue</b>			
Anytime	E*S	£131.83	£158.20
Extra hour	E*S	£22.33	£26.80
<b>All day/evening hire 9.00 am - midnight (15 hours)</b>			
<b>Anytime</b>	E*S	£287.54	£345.05
Extra hour	E*S	£22.33	£26.80
<b>Paddocks Green Room (Civic Room)</b>			
<b>Hourly Rate</b>			
(Anytime)	E*S	£10.42	£12.50
<b>Runnymede Main Hall and Stage</b>			
ALL EVENT BOOKINGS SUBJECT TO NEGOTIATION. PLEASE ENQUIRE FOR FURTHER INFORMATION.			
<b>Peak - Hourly Rate</b>			
Evenings (Friday and Saturday evenings)	E*S	£60.30	£72.40
<b>Off Peak - Hourly Rate</b>			
All other periods	E*S	£30.21	£36.25
<b>Full day hire 9.00 am - 6.00 pm (9 hours)</b>			
(Any day)	E*S	£241.67	£290.00
<b>Evening Hire 6.00 pm - midnight (6 hours)</b>			
<b>with optional access from 5.00 pm to set up venue</b>			
Peak - Friday & Saturday evenings, Bank Holidays, Christmas Eve, New Year's Eve	E*S	£361.88	£434.25
Extra hour until 1am	E*S	£60.33	£72.40
Off peak - All other evenings	E*S	£181.25	£217.50
Extra hour until 1am	E*S	£30.21	£36.25
<b>All day/evening hire 9.00 am - midnight (15 hours)</b>			
Peak	E*S	£543.21	£651.85
Off Peak	E*S	£392.71	£471.25
<b>Wedding room fees</b>	E*S	£412.13	£494.55

## COMMUNITY HALLS

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<b>PEAK:</b> Fridays and Saturday evenings hire from 6.00 pm and Bank Holidays, Christmas Eve, New Years' Eve			
<b>OFF PEAK:</b> All other times			
N.B. Minimum 3 hour hire during peak period			
<b>*All bookings which include Wedding services (ceremonies, receptions etc.) are subject to a standard VAT rate.*</b>			
ALL EVENT BOOKINGS SUBJECT TO NEGOTIATION. PLEASE ENQUIRE FOR FURTHER INFORMATION.			
<b>Runnymede Small Hall (including East Room) or Runnymede Foyer</b>			
ALL EVENT BOOKINGS SUBJECT TO NEGOTIATION. PLEASE ENQUIRE FOR FURTHER INFORMATION.			
<b>Hourly Rate</b>			
Anytime	E*S	£22.33	£26.80
Full day hire 9.00 am - 6.00 pm (9 hours)			
Anytime	E*S	£176.50	£211.80
<b>Evening Hire 6.00 pm - midnight (6 hours)</b>			
<b>with optional access from 5pm to set up venue</b>			
Anytime	E*S	£131.83	£158.20
Extra hour	E*S	£22.33	£26.80
<b>All day/evening hire 9.00 am - midnight (15 hours)</b>			
Anytime	E*S	£287.54	£345.41
Extra hour	E*S	£22.33	£26.80
<b>Wedding room fees</b>	E*S	£412.13	£494.55
<b>King George V Hall</b>			
Hourly rate (any time)	E*S	£22.33	£26.80
<b>Woodside Hall</b>			
ALL EVENT BOOKINGS SUBJECT TO NEGOTIATION. PLEASE ENQUIRE FOR FURTHER INFORMATION.			
<b>Hourly Rate</b>			
Peak (Friday and Saturday Evenings)	E*S	£37.38	£44.85
Off Peak	E*S	£22.33	£26.80
Full day hire 9.00 am - 6.00 pm (9 hours)	E*S	£176.50	£211.80
<b>Evening Hire 6.00 pm - midnight (6 hours)</b>			
<b>optional access from 5.00 pm to set up venue</b>			
Peak	E*S	£224.21	£269.05
Extra Hour Peak	E*S	£37.38	£44.85
Off Peak	E*S	£131.83	£158.20
Extra Hour Off Peak	E*S	£22.33	£26.80
<b>All day/evening hire 9.00 am - midnight (15 hours)</b>			
Peak (Friday and Saturday Evenings)	E*S	£427.67	£513.20
Off Peak	E*S	£303.63	£364.35

<b>DOMESTIC WASTE</b>			
<b>DESCRIPTION OF CHARGE</b>	<b>VAT RATE</b>	<b>Charge 26/27 Ex VAT</b>	<b>Charge 26/27 Incl VAT</b>
<b>Food Waste Caddy Liners</b> (per roll of 50)	S	£2.50	£3.00
<b>Green Waste Sacks</b> (per roll of 20)	N	£8.00	£8.00
<b>Chargeable 240L wheeled bin garden waste service</b>	N	£43.00	£43.00
<b>Chargeable 1100L wheeled garden bin</b> (flats and schools only)	N	£160.00	£160.00
<b>Chargeable delivery of 240l wheeled bin food waste service</b> (schools and businesses only)	N	£35.00	£35.00
<b>Bulky waste, Up to 3 non persistent organic pollutant (non- POP) containing items, per additional item</b> No concessions available.	N N	£49.18 £7.60 per additional item	£49.18 £7.60 per additional item
Up to 3 persistent organic pollutant (POP) containing items Per additional item No concessions available	N N	£49.18 £7.60 per additional item	£49.18 £7.60 per additional item
<b>Bulky Waste cancellation - Refunds are not granted unless 48 hours' notice has been given during office hours.</b>			

<b>DOMESTIC WASTE</b>			
<b>DESCRIPTION OF CHARGE</b>	<b>VAT RATE</b>	<b>Charge 26/27 Ex VAT</b>	<b>Charge 26/27 Incl VAT</b>
Trade waste sacks (per roll)	N	£66.49	£66.49
<b>Hire (per week)</b>			
240L	N	£0.51	£0.51
500L	N	£1.29	£1.29
770L	N	£1.43	£1.43
940L (Special circumstances only)	N	£1.63	£1.63
1000L	N	£1.63	£1.63
1100L	N	£1.69	£1.69
<b>Collection &amp; disposal (per bin)</b>			
240L	N	£6.73	£6.73
500L	N	£13.68	£13.68
770L	N	£18.75	£18.75
940L (Special circumstances only)	N	£23.45	£23.45
1000L	N	£23.45	£23.45
1100L	N	£25.58	£25.58
<b>Collection only (per bin)</b>			
240L	N	£3.26	£3.26
500L	N	£6.45	£6.45
770L	N	£7.47	£7.47
940L (Special circumstances only)	N	£8.96	£8.96
1000L	N	£8.96	£8.96
1100L	N	£9.57	£9.57
Additional Collection Admin charge	N	£57.57	£57.57
Skip collections for Schools (On request)	N	£262.01	£262.01
<b>Trade Recycling</b>			
<b>Hire (per week)</b>			
1100L	N	£1.69	£1.69
<b>Collection &amp; disposal (per bin)</b>			
1100L	N	£19.18	£19.18
<b>Collection only (per bin)</b>			
1100L	N	£7.17	£7.17
<b>Food Waste</b>			
<b>Hire (per week)</b>			
240L	N	£0.51	£0.51
<b>Collection &amp; disposal (per bin)</b>			
240L	N	£4.49	£4.49
<b>Collection only (per bin)</b>			
240L	N	£2.17	£2.17

<b>CAR PARK CHARGES</b>			
<b>DESCRIPTION OF CHARGE</b>	<b>VAT RATE</b>	<b>Charge 26/27 Ex VAT</b>	<b>Charge 26/27 Incl VAT</b>
<b>Hart Road/Dark Lane Car Park</b> Maximum stay 3 hours, no return with 2 hours		Free	Free
<b>Essex Way Car Park</b> Charging period: Monday - Friday 9.00 am - 5.00 pm ( <b>excluding</b> Bank Holidays), max stay 3 hours, no return within 2 hours			
Monday-Friday: 1 hour	S	£1.00	£1.20
Monday-Friday: 2 hours	S	£1.70	£1.80
Monday-Friday: 3 hours	S	£2.75	£3.30
Saturdays		Free	Free
NB Blue badge holders free for up to 3 hours on any day			
<b>Knightswick Car Park</b> Charging period: Monday - Saturday 8:00 am - 9:00 pm ( <b>including</b> Bank Holidays)			
Monday - Saturday: 1 hour	S	£0.42	£0.50
Monday - Saturday: 2 hours	S	£0.58	£0.70
Monday - Saturday: 3 hours	S	£0.67	£0.80
Monday - Saturday: 4 hours	S	£0.83	£1.00
Monday - Saturday: 5 hours	S	£1.42	£1.70
Monday - Saturday: over 5 hours	S	£8.75	£10.50
Sundays			
NB Blue badge holders free for up to 3 hours on any day			
<b>Richmond Avenue Car Park</b> Max. waiting 16 hours		Free	Free
<b>Richmond Hall Car Park</b> Charging period: Monday - Friday 9.30 am - 3.00 pm and 4.00 - 6.00 pm ( <b>excluding</b> Bank Holidays), max stay 3 hours			
Monday-Friday: 1 hour	S	£1.00	£1.20
Monday-Friday: 2 hours	S	£1.50	£1.80
Monday-Friday: 3 hours	S	£2.75	£3.30
Saturdays		Free	Free
NB Blue badge holders free for up to 3 hours on any day			

## CAR PARK CHARGES

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<b>School Lane Car Park (Short stay on next page)</b>			
Charging period (long stay spaces): Monday - Sunday 9.00 am - 5.00 pm ( <b>excluding</b> Bank Holidays), No waiting restriction for long stay			
Daily charge (Monday - Friday, no exemption for blue badge holders)	S	£6.00	£7.20
Daily charge (Saturdays/Sundays), no exemption for blue badge holders)	S	£3.25	£3.90
<b>School Lane Car Park (continued)</b>			
Charging period (Designated short stay spaces): Monday - Sunday 9.00 am - 5.00 pm ( <b>excluding</b> Bank Holidays), max stay 3 hours, no return within 2 hours, no exemption for blue badge holders			
Monday-Sunday: 1 hour	S	£1.00	£1.20
Monday-Sunday: 2 hours	S	£1.50	£1.80
Monday-Sunday: 3 hours	S	£2.75	£3.30
Annual resident parking permit for eligible properties (one per household)	N	£260.00	£260.00
Annual season ticket (doctor's surgery only)	N	£900.00	£900.00
<b>Rectory Road Car</b>			
Charging period: Monday - Friday 9.00 am - 6.00 pm ( <b>excluding</b> Bank Holidays), max stay 3 hours, no return within 2 hours			
Monday-Friday: 1 hour	S	£1.00	£1.20
Monday-Friday: 2 hours	S	£1.50	£1.80
Monday-Friday: 3 hours	S	£2.75	£3.30
Saturdays		Free	Free
NB Blue badge holders free for up to 3 hours on any day			
<b>Labworth Car Park</b>			
Charging period: Monday - Sunday throughout the year 9.00 am - 7.00 pm ( <b>including</b> Bank Holidays), max stay 16 hours			
1 hour	S	£1.00	£1.20
2 hours	S	£1.50	£1.80
3 hours	S	£2.75	£3.30
>3 hours	S	£4.42	£5.30
Annual permit	S	£158.33	£190.00
NB Blue badge holders free for up to 16 hours on any day			

<b>CAR PARK CHARGES</b>			
<b>DESCRIPTION OF CHARGE</b>	<b>VAT RATE</b>	<b>Charge 26/27 Ex VAT</b>	<b>Charge 26/27 Incl VAT</b>
<b>Lubbins Car Park</b> Charging period: Monday - Sunday throughout the year, 9.00 am - 7.00 pm ( <b>including</b> Bank Holidays), max stay 16 hours  1 hour 2 hours 3 hours >3 hours	S S S S	£1.00 £1.50 £2.75 £4.42	£1.20 £1.80 £3.30 £5.30
NB Blue badge holders free for up to 16 hours on any day			
<b>Thorney Bay</b> Charging period: Monday - Sunday throughout the year, 9.00 am - 7.00 pm ( <b>including</b> Bank Holidays), no max stay  1 hour 2 hours 3 hours >3 hours	S S S S	£1.00 £1.50 £2.75 £4.42	£1.20 £1.80 £3.30 £5.30
NB Blue badge holders free			
<b>Oak Road Car Park</b> Charging period: Monday - Friday 9.00 am - 6.00 pm ( <b>excluding</b> Bank Holidays), max stay 3 hours, no return within 2 hours  Monday-Friday: 1 hour Monday-Friday: 2 hours Monday-Friday: 3 hours Saturdays	S S S S	£1.00 £1.50 £2.75 Free	£1.20 £1.80 £3.30 Free
NB Blue badge holders free for up to 3 hours on any day			
<b>Waterside Farm Leisure Centre</b> Max stay 4 hours		Free	Free
<b>Homestead Road</b> Max stay 24 hours		Free	Free
<b>Castle Lane Car Park</b> Max stay 24 hours		Free	Free
<b>The Paddocks, Canvey Island</b> <b>Tewkes Hall, Canvey Island</b> <b>King Georges Playing Field, Canvey Island</b> <b>Canvey Heights (limited car parking)</b> <b>Woodside Park and Pavilion, Thundersley</b> <b>Council offices/Runnymede Pool and Hall, Kiln Road, Thundersley</b> <b>John H Burrows main car park, Hadleigh</b> <b>John H Burrows small car park, Hadleigh</b> <b>Smallgains, Canvey Island</b> <b>Brook Road Bowls Club, Benfleet</b> <b>Brook Road Pavilion, Benfleet</b> Maximum stay 24 hours		Free	Free

## LEISURE

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<b>MEMBERSHIPS - Waterside Farm Leisure Centre &amp; Runnymede Leisure Centre</b>			
<b>Legacy Peak</b>			
Monthly	N	£61.00	£61.00
Contract (minimum 6 months)	N	£49.00	£49.00
Contract (minimum 12 months)	N	£47.00	£47.00
Annual	N	£517.00	£517.00
Joining Fee (6-month contract)	N	£25.00	£25.00
Joining Fee (12-month contract)	N	FREE	FREE
<b>Legacy Off peak</b>			
Monthly	N	£51.00	£51.00
Contract (minimum 6 months)	N	£39.00	£39.00
Contract (minimum 12 months)	N	£37.00	£37.00
Annual	N	£407.00	£407.00
Joining Fee (6-month contract)	N	£25.00	£25.00
Joining Fee (12-month contract)	N	FREE	FREE
<b>Legacy Senior 65+</b>			
Monthly	N	£51.00	£51.00
Contract (minimum 6 months)	N	£39.00	£39.00
Contract (minimum 12 months)	N	£37.00	£37.00
Annual	N	£407.00	£407.00
Joining Fee (6-month contract)	N	£25.00	£25.00
Joining Fee (12-month contract)	N	FREE	FREE
<b>Legacy Young Persons 16 – 17 Years</b>			
Monthly	N	£45.00	£45.00
Contract (minimum 6 months)	N	£33.00	£33.00
Contract (minimum 12 months)	N	£31.00	£31.00
Annual	N	£341.00	£341.00
Joining Fee (6-month contract)	N	£25.00	£25.00
Joining Fee (12-month contract)	N	FREE	FREE
<b>Legacy Young Persons 18 – 21 Years</b>			
Monthly	N	£51.00	£51.00
Contract (minimum 6 months)	N	£39.00	£39.00
Contract (minimum 12 months)	N	£37.00	£37.00
Annual	N	£407.00	£407.00
Joining Fee (6-month contract)	N	£25.00	£25.00
Joining Fee (12-month contract)	N	FREE	FREE
<b>Inspire Junior</b>			
Monthly	N	£35.00	£35.00
Contract (minimum 6 months)	N	£23.00	£23.00
Contract (minimum 12 months)	N	£21.00	£21.00
Annual	N	£231.00	£231.00
Joining Fee (6-month contract)	N	£25.00	£25.00
Joining Fee (12-month contract)	N	FREE	FREE
<b>Aquatic</b>			
Monthly	N	£49.00	£49.00
Contract (minimum 6 months)	N	£37.00	£37.00
Contract (minimum 12 months)	N	£35.00	£35.00
Annual	N	£385.00	£385.00
Joining Fee (6-month contract)	N	£25.00	£25.00
Joining Fee (12-month contract)	N	FREE	FREE

<b>LEISURE</b>			
<b>DESCRIPTION OF CHARGE</b>	<b>VAT RATE</b>	<b>Charge 26/27 Ex VAT</b>	<b>Charge 26/27 Incl VAT</b>
<b>MEMBERSHIPS - Waterside Farm Leisure Centre &amp; Runnymede Leisure Centre</b>			
<b>Family Membership</b>			
1 Adult & 1 Child	N	£68.00	£68.00
1 Adult & 2 Children	N	£78.00	£78.00
1 Adult & 3 Children	N	£88.00	£88.00
1 Adult & 4 Children	N	£98.00	£98.00
2 Adult & 1 Child	N	£115.00	£115.00
2 Adult & 2 Children	N	£125.00	£125.00
2 Adult & 3 Children	N	£135.00	£135.00
2 Adult & 4 Children	N	£145.00	£145.00
<b>Corporate memberships</b>	N	<b>Please enquire</b>	
<b>Wellbeing Membership Options</b>			
Wellbeing Membership	N	£20.00	£20.00
Wellbeing Peak	N	£37.00	£37.00
Wellbeing Off Peak	N	£27.00	£27.00
Wellbeing Senior	N	£27.00	£27.00
Wellbeing Aquatic	N	£25.00	£25.00
<b>Membership Add Ons</b>			
Early Booking Class Membership Add On	N	£10.00	£10.00
Premium Classes Booking Membership Add On	N	£10.00	£10.00
Health hero Membership Add On	N	£10.00	£10.00
<b>HEALTH AND FITNESS</b>			
<b>Fitness Suite</b>			
Fitness suite entry	N	£8.65	£8.65
One to one induction	E	£30.00	£30.00
<b>Sauna and Steam (Waterside Farm Leisure Centre)</b>			
Peak	N	£9.05	£9.05
Off Peak before 4pm Monday - Friday	N	£6.70	£6.70
<b>Group Exercise Class</b>			
Group Exercise class	E	£7.90	£7.90
Active Life	E	£4.95	£4.95
Wellbeing Class	E	£2.10	£2.10
<b>Personal training</b>			
Personal training sessions	E	<b>Prices on enquiry</b>	
<b>PRIVATE PROMOTIONAL STANDS / SPACE FOR HIRE</b>			
<b>Promotional stands / space for hire</b>			
In foyer / reception areas at either leisure centre (subject to agreement)	S	<b>Prices on enquiry</b>	

## LEISURE

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<b>SWIMMING POOL</b>			
Adults	N	£5.85	£5.85
5-15 years/disabled/seniors i.e. over 65's	N	£3.55	£3.55
Under 5's	N	FREE	FREE
<b>Pool Hire (Swimming Clubs only - not for general hire)</b>			
<b>Main Pool - Lane hire (per hour)</b>			
Per hour	N	£24.20	£24.20
Per hour - (subject to VAT block booking rules)	E	£20.17	£20.17
Per half hour	N	£12.15	£12.15
Per half hour - (subject to VAT block booking rules)	E	£10.13	£10.13
<b>Main Pool – Whole Pool (Club Hire)</b>			
Per hour	N	£88.15	£88.15
Per hour - (subject to VAT block booking rules)	E	£73.46	£73.46
Per half hour	N	£44.05	£44.05
Per half hour - (subject to VAT block booking rules)	E	£36.71	£36.71
<b>Small Pool (Club Hire)</b>			
Per hour	N	£43.55	£43.55
Per hour - (subject to VAT block booking rules)	E	£36.29	£36.29
Per half hour	N	£21.80	£21.80
Per half hour - (subject to VAT block booking rules)	E	£18.17	£18.17
<b>Main Pool and Small Pool combined (Club Hire)</b>			
Per hour	N	£112.40	£112.40
Per hour - (subject to VAT block booking rules)	E	£93.67	£93.67
Per half hour	N	£56.25	£56.25
Per half hour - (subject to VAT block booking rules)	E	£46.88	£46.88
<b>STA SWIM ACADEMY MEMBERSHIPS (PER SESSION)</b>			
Junior / Adult and Child Swim Academy - 15 week session	E	£126.00	£126.00
Junior / Adult and Child - Monthly Direct Debit	E	£35.00	£35.00
Adult Swim Academy - 15 week session	E	£144.00	£144.00
Adult Swim Academy - Monthly Direct Debit	E	£40.00	£40.00
1-2-1 Swimming Lesson 30 minutes - 15 week session	E	£435.05	£435.05
1-2-1 Swimming Lesson 30 minutes - Monthly Direct Debit	E	£120.85	£120.85
2-2-1 Swimming Lesson 30 minutes - 15 week session	E	£608.80	£608.80
2-2-1 Swimming Lesson 30 minutes - Monthly Direct Debit	E	£169.10	£169.10
Joining fee	S	£16.67	£20.00
<b>STA SWIM SCHOOL ACADEMY (Schools only please enquire for availability)</b>			
Max 30 pupils 30 minute session	E	£127.15	£127.15

<b>LEISURE</b>			
<b>DESCRIPTION OF CHARGE</b>	<b>VAT RATE</b>	<b>Charge 26/27 Ex VAT</b>	<b>Charge 26/27 Incl VAT</b>
<b>ACTIVITIES (PER SESSION)</b>			
Activities per person			
Walking Football	E	£3.25	£3.10
Walking Netball	E	£4.80	£4.60
Active Bowls	E	£3.15	£3.00
Sport for Confidence	E	£4.00	£4.00
<b>SPORTS COURT</b>			
<b>Badminton, basketball, table tennis, squash, general hire (per 55 minutes)</b> Maximum 4 persons per court in sports hall			
Peak	N	£15.20	£15.20
Off Peak before 4pm Monday - Friday	N	£13.00	£13.00
Family weekend / school holiday court hire (Max x2 adults & x3 children) includes equipment hire	N	£13.60	£13.60
Sports Hall / Squash per court (subject to VAT block booking rules)			
Peak	E	£12.67	£12.67
Off Peak	E	£10.83	£10.83
<b>STUDIO HIRE</b>			
<b>Studio - Waterside Farm Leisure Centre Whole room per hour</b>			
Per hour	N	£36.35	£36.35
Per hour (subject to VAT block booking rules)	E	£30.29	£30.29
<b>Studio - Runnymede Leisure Centre Whole room per hour</b>			
Per hour	N	£26.60	£26.60
Per hour (subject to VAT block booking rules)	E	£22.17	£22.17
<b>For block bookings please contact either leisure centre</b>			
<b>SPORTS EQUIPMENT</b>			
<b>Sports rackets and ball hire (per hour)</b>			
Refundable deposit	S	£2.50	£3.00
<b>ALL WEATHER SURFACE PITCH</b>			
<b>¼ pitch (per hour)</b>			
Peak	N	£44.65	£44.65
Peak (subject to VAT block booking rules)	E	£37.21	£37.21
Off Peak	N	£20.00	£20.00
Off Peak (subject to VAT block booking rules)	E	£16.67	£16.67
<b>½ pitch (per hour)</b>			
Peak	N	£80.00	£80.00
Peak (subject to VAT block booking rules)	E	£66.67	£66.67
Off Peak	N	£40.00	£40.00
Off Peak (subject to VAT block booking rules)	E	£33.33	£33.33
<b>Full Pitch (per hour)</b>			
Peak	N	£160.00	£160.00
Peak (subject to VAT block booking rules)	E	£133.33	£133.33
Off Peak	N	£80.00	£80.00
Off Peak (subject to VAT block booking rules)	E	£80.00	£80.00
Off peak before 6pm Monday - Friday, and weekends			

## LEISURE

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<b>ALL WEATHER SURFACE PITCH</b>			
<b>Parties</b> Castle Cove Soft Play Party & Room Hire	S	£150.63	£180.75
<b>Sports parties</b> Football / Multi sports / Street Dance / dodgeball/ Aqua Splash	E	Prices on enquiry	Prices on enquiry
<b>CASTLE COVE SOFT PLAY</b>			
0-1 Years of age	S	FREE	FREE
1-2 Years of age	S	£3.04	£3.65
3-6 Years of age	S	£5.54	£6.65
Spectator fee per adult	S	£0.83	£1.00
STA Swimming Lesson & Unlimited Castle Cove Soft Play Membership	E&S	£47.50	£50.00
Spectator Fee - STA / Castle Cove Membership holder (maximum 2 adults)	S	FREE	FREE

## BUILDING CONTROL

### Standard Charges

#### TABLE A - NEW DWELLINGS( ALLOCATED HOURS)

##### Dwelling-houses and Flats not exceeding 300m2

Please note that the Charges marked with an \* have been reduced to reflect where controlled electrical installations are being carried out, tested and certified by a registered Part P electrician. If these reductions are claimed and a self certifying electrician is not subsequently employed, the applicant will be invoiced for supplementary charges equivalent to the discount (see D14 below).

Code	Houses or Bungalows less than 4 storeys		Plan Charge 26/27	Inspection Charge* 26/27	Building Notice Charge* 26/27	Regularisation Charge* 26/27
H01	1 Plot	Fee	£429.69	£620.84	£1,125.00	£1,375.00
		VAT	£87.50	£124.16	£225.00	
		<b>Total</b>	<b>£525.00</b>	<b>£745.00</b>	<b>£1,350.00</b>	
H02	2 Plots	Fee	£531.25	£1,000.00	£1,750.00	£2,125.00
		VAT	£106.25	£200.00	£350.00	
		<b>Total</b>	<b>£637.50</b>	<b>£1,200.00</b>	<b>£2,100.00</b>	
H03	3 Plots	Fee	£625.00	£1,331.25	£1,937.50	£2,350.00
		VAT	£125.00	£266.25	£387.50	
		<b>Total</b>	<b>£750.00</b>	<b>£1,597.50</b>	<b>£2,325.00</b>	
H04	4 Plots	Fee	£687.50	£1,687.50	£2,375.00	£2,875.00
		VAT	£137.50	£337.50	£475.00	
		<b>Total</b>	<b>£825.00</b>	<b>£2,025.00</b>	<b>£2,850.00</b>	
H05	5 Plots	Fee	£875.00	£2,000.00	£3,000.00	£3,662.50
		VAT	£175.00	£400.00	£600.00	
		<b>Total</b>	<b>£1,050.00</b>	<b>£2,400.00</b>	<b>£3,600.00</b>	
<b>Flats</b>						
F01	1	Fee	£343.75	£656.25	£1,000.00	£1,225.00
		VAT	£68.75	£131.25	£200.00	
		<b>Total</b>	<b>£412.50</b>	<b>£787.50</b>	<b>£1,200.00</b>	
F02	2	Fee	£468.75	£1,000.00	£1,500.00	£1,825.00
		VAT	£93.75	£200.00	£300.00	
		<b>Total</b>	<b>£562.50</b>	<b>£1,200.00</b>	<b>£1,800.00</b>	
F03	3	Fee	£625.00	£1,375.00	£2,187.50	£2,650.00
		VAT	£125.00	£275.00	£437.50	
		<b>Total</b>	<b>£750.00</b>	<b>£1,650.00</b>	<b>£2,625.00</b>	
F04	4	Fee	£750.00	£1,937.50	£2,625.00	£3,175.00
		VAT	£150.00	£387.50	£525.00	
		<b>Total</b>	<b>£900.00</b>	<b>£2,325.00</b>	<b>£3,150.00</b>	
F05	5	Fee	£875.00	£2,125.00	£3,125.00	£3,775.00
		VAT	£175.00	£425.00	£625.00	
		<b>Total</b>	<b>£1,050.00</b>	<b>£2,550.00</b>	<b>£3,750.00</b>	
<b>Conversion to</b>						
V01	Single Dwelling-House	Fee	£375.00	£625.00	£1,000.00	£1,225.00
		VAT	£75.00	£125.00	£200.00	
		<b>Total</b>	<b>£450.00</b>	<b>£750.00</b>	<b>£1,200.00</b>	
V02	Single Flat	Fee	£375.00	£625.00	£1,000.00	£1,225.00
		VAT	£75.00	£125.00	£200.00	
		<b>Total</b>	<b>£450.00</b>	<b>£750.00</b>	<b>£1,200.00</b>	
<b>Notifiable electrical work</b>			<b>(where applicable, in addition to the above, per dwelling)</b>			
D14	(Where a satisfactory certificate will <b>not</b> be issued by a Part P registered electrician)	This charge relates to a first fix pre-plaster inspection and final testing on completion. For Regularisation application a full appraisal and testing will be carried out.				<b>Contractors fee</b>

Where Standard Charges are not applicable please contact Building Control on 01268 882288

# BUILDING CONTROL

## Standard Charges

### TABLE B - WORK TO A SINGLE DWELLING (ALLOCATED HOURS)

Limited to work not more than 3 storeys above ground level

Please note that the Charges marked with an \* have been reduced to reflect where controlled electrical installations are being carried out, tested and certified by a registered Part P electrician. If these reductions are claimed and a self certifying electrician is not subsequently employed, the applicant will be invoiced for supplementary charges equivalent to the discount (see D14).

Code	Extension & New Build		Full Plans		Building Notice Charge* 26/27	Regularisation Charge* 26/27
			Plan Charge 26/27	Inspection Charge* 26/27		
D01	Separate single storey extension with floor area not exceeding 40m <sup>2</sup>	Fee	£312.50	£500.00	£875.00	£1,075.00
		VAT	£62.50	£100.00	£175.00	
		<b>Total</b>	<b>£375.00</b>	<b>£600.00</b>	<b>£1,050.00</b>	
D02	Separate single storey extension with floor area exceeding 40m <sup>2</sup> but not exceeding 100m <sup>2</sup>	Fee	£343.75	£531.25	£937.50	£1,150.00
		VAT	£68.75	£106.25	£187.50	
		<b>Total</b>	<b>£412.50</b>	<b>£637.50</b>	<b>£1,125.00</b>	
D03	Separate extension with some part 2 or 3 storeys in height and a total floor area not exceeding 40m <sup>2</sup>	Fee	£375.00	£562.50	£968.75	£1,187.50
		VAT	£75.00	£112.50	£193.75	
		<b>Total</b>	<b>£450.00</b>	<b>£675.00</b>	<b>£1,162.50</b>	
D04	Separate extension with some part 2 or 3 storeys in height and a total floor area exceeding 40m <sup>2</sup> but not ex 100m <sup>2</sup>	Fee	£437.50	£562.50	£1,062.50	£1,300.00
		VAT	£87.50	£112.50	£212.50	
		<b>Total</b>	<b>£525.00</b>	<b>£675.00</b>	<b>£1,275.00</b>	
D05	A building or extension comprising SOLELY of a garage, carport or store - total floor area not exceeding 100m <sup>2</sup>	Fee	£218.75	£281.25	£562.50	£700.00
		VAT	£43.75	£56.25	£112.50	
		<b>Total</b>	<b>£262.50</b>	<b>£337.50</b>	<b>£675.00</b>	
D06	Detached non-habitable domestic building with total floor area not exceeding 50m <sup>2</sup>	Fee	£250.00	£331.25	£625.00	£787.50
		VAT	£50.00	£66.25	£125.00	
		<b>Total</b>	<b>£300.00</b>	<b>£397.50</b>	<b>£750.00</b>	
<b>s2</b>	<b>Conversions</b>					
D07	First floor & second floor loft conversions	Fee	£343.75	£500.00	£906.25	£1,112.50
		VAT	£68.75	£100.00	£181.25	
		<b>Total</b>	<b>£412.50</b>	<b>£600.00</b>	<b>£1,087.50</b>	
D08	Other work (e.g. garage conversions)	Fee	£218.75	£312.50	£625.00	£775.00
		VAT	£43.75	£62.50	£125.00	
		<b>Total</b>	<b>£262.50</b>	<b>£375.00</b>	<b>£750.00</b>	
<b>s2</b>	<b>Alterations (including underpinning)</b>					
D09	Renovation of a thermal element	Fee	£156.25	£187.50	£375.00	£475.00
		VAT	£31.25	£37.50	£75.00	
		<b>Total</b>	<b>£187.50</b>	<b>£225.00</b>	<b>£450.00</b>	
D10	Replacement of windows, roof lights, roof windows or external glazed doors	Fee	£125.00	£156.25	£283.34	£362.50
		VAT	£25.00	£31.25	£56.66	
		<b>Total</b>	<b>£150.00</b>	<b>£187.50</b>	<b>£340.00</b>	
D11	Cost of work not exceeding £5,000 (Incl Renewable Energy systems)	Fee	£225.00	£218.75	£343.75	£437.50
		VAT	£37.50	£43.75	£68.75	
		<b>Total</b>	<b>£225.00</b>	<b>£262.50</b>	<b>£412.50</b>	
D12	Cost of work exceeding £5,000 & not exceeding £25,000	Fee	£218.75	£281.25	£562.50	£700.00
		VAT	£43.75	£56.25	£112.50	
		<b>Total</b>	<b>£262.50</b>	<b>£337.50</b>	<b>£675.00</b>	
D13	Cost of work exceeding £25,000 & not exceeding £100,000	Fee	£375.00	£562.50	£937.50	£1,150.00
		VAT	£75.00	£112.50	£187.50	
		<b>Total</b>	<b>£450.00</b>	<b>£675.00</b>	<b>£1,125.00</b>	

**Multiple work reductions.** Where the proposed works consist of more than one of the above elements then the appropriate charge is calculated by paying the full amount for the most expensive element and only 50% for the other applicable elements with the exception of D14 Electrical work.

# BUILDING CONTROL

## Standard Charges

### TABLE C - ALL OTHER NON-DOMESTIC WORK

Limited to work not more than 3 storeys above ground level (ALLOCATED HOURS)

Code	Extensions and New Build		Plan Charge 26/27	Inspection Charge 26/27	Regularisation Charge 26/27
N01	Single storey with floor area not exceeding 40m2	Fee	£375.00	£625.00	£1,262.50
		VAT	£75.00	£125.00	
		<b>Total</b>	<b>£450.00</b>	<b>£750.00</b>	
N02	Single storey with floor area not exceeding 40m2 but not exceeding 100m2	Fee	£500.00	£718.75	£1,525.00
		VAT	£100.00	£143.75	
		<b>Total</b>	<b>£600.00</b>	<b>£862.50</b>	
N03	With some part 2 or 3 storey in height and a total floor area not exceeding 40m2	Fee	£437.50	£687.50	£1,412.50
		VAT	£87.50	£137.50	
		<b>Total</b>	<b>£525.00</b>	<b>£825.00</b>	
N04	With some part 2 or 3 storey in height and a total floor area exceeding 40m2 but not exceeding 100m2	Fee	£562.50	£750.00	£1,637.50
		VAT	£112.50	£150.00	
		<b>Total</b>	<b>£675.00</b>	<b>£900.00</b>	
<b>Alterations</b>					
N05	Cost of work not exceeding £5,000	Fee	£250.00	£312.50	£737.50
		VAT	£50.00	£62.50	
		<b>Total</b>	<b>£300.00</b>	<b>£375.00</b>	
	Replacement of windows, roof lights, roof windows or external glazed doors (not exceeding 20 units)	Fee	£187.50	£218.75	£550.00
		VAT	£37.50	£43.75	
		<b>Total</b>	<b>£225.00</b>	<b>£262.50</b>	
	Renewable Energy systems (not covered by an appropriate competent persons scheme)	Fee	£218.75	£312.50	£700.00
		VAT	£43.75	£62.50	
		<b>Total</b>	<b>£262.50</b>	<b>£375.00</b>	
	Installation of new shop front	Fee	£218.75	£312.50	£700.00
		VAT	£43.75	£62.50	
		<b>Total</b>	<b>£262.50</b>	<b>£375.00</b>	
N06	Cost of work exceeding £5,000 & not exceeding £25,000	Fee	£343.75	£375.00	£925.00
		VAT	£68.75	£75.00	
		<b>Total</b>	<b>£412.50</b>	<b>£450.00</b>	
	Replacement of windows, roof lights, roof windows or external glazed doors (exceeding 20 units)	Fee	£218.75	£343.75	£737.50
		VAT	£43.75	£68.75	
		<b>Total</b>	<b>£262.50</b>	<b>£412.50</b>	
	Renovation of thermal elements	Fee	£250.00	£343.75	£775.00
		VAT	£50.00	£68.75	
		<b>Total</b>	<b>£300.00</b>	<b>£412.50</b>	
	Installation of a Raised Storage Platform within an existing building	Fee	£312.50	£437.50	£962.50
		VAT	£62.50	£87.50	
		<b>Total</b>	<b>£375.00</b>	<b>£525.00</b>	
N07	Cost of works exceeding £25,000 & not exceeding £100,000	Fee	£531.25	£750.00	£1,600.00
		VAT	£106.25	£150.00	
		<b>Total</b>	<b>£637.50</b>	<b>£900.00</b>	
	Fit out of building up to 100m2	Fee	£500.00	£750.00	£1,562.50
		VAT	£100.00	£150.00	
		<b>Total</b>	<b>£600.00</b>	<b>£900.00</b>	

**Multiple work reductions.** Where the proposed works consist of more than one of the above elements then the appropriate charge is calculated by paying the full amount for the most expensive element and only 50% for the other applicable elements.

**Where Standard Charges are not applicable please contact Building Control on 01268 882288**

## DEVELOPMENT CONTROL

### Pre-Application Advice Fees

Category of Development	Written Advice			Meeting		
	25/26	26/27	%	25/26	26/27	%
<b>Planning History Advice</b> Does a property still retain permitted development rights?	£94.00	£97.00	3.09%	N/A		
<b>Discharge of Conditions</b> Advice to agents/developers on minor matters/queries, discharge of conditions, non-material amendments, variations etc.	N/A			POA - Rate varies dependent on officer seniority		
<b>Householder</b> Alterations and/or extensions to houses, garage or outbuildings	£228.00	£236.00	3.39%	£347.00	£359.00	3.34%
<b>Small Scale Development</b> 1 new dwelling or alterations and extensions to commercial premises of up to 499sq.m. of floorspace	£510.00	£526.00	3.04%	£737.00	£761.00	3.15%
<b>Minor Development</b> 2-9 new dwellings or alterations and extensions to commercial premises from 500-999sq.m. of floorspace	£902.00	£1,097.00	17.78%	£1,211.00	£1,416.00	14.48%
<b>Major Development (small)</b> 10-24 new dwellings or alterations and extensions to commercial premises from 1,000-1,750sq.m. of floorspace	£2,236.00	£4,521.00	50.54%	£2,682.00	£4,980.00	46.14%
<b>Major Development (large)</b> 25-49 new dwellings or alterations and extensions to commercial premises from 1,750-2,499sq.m. of floorspace"	N/A			N/A	£10,000.00	N/A
<b>Strategic Development</b> 50 or more new dwellings or alterations and extensions to commercial premises from 2,500sq.m. of floorspace"	Individually determined. Development of this size may be better served through a Planning Performance Agreement.					

Other Planning Services	25/26	26/27	%	Comment
High Hedges	£620.00	£636.00	2.52%	Part 8 of Anti-Social Behavioural Act 2001 in June 2005.
Confirmation of Closure of an Enforcement Case	£95.00	£99.00	4.04%	
Confirmation of Compliance with an Enforcement Notice	£436.00	£450.00	3.11%	
Plans, Drawings, Supporting Documents etc. Document Retrieval	£66.00	£66.00	0.00%	
TPO Check (per address)	£ -	£66.00	N/A	New Service
Decision Notice, S106 Agreement, Building Control Completion Certificate etc. Document Retrieval	£29.00	£29.00	0.00%	
Hard Copy Documents	£9.00	£9.00	0.00%	plus £0.30 per sheet
Hard Copy Documents Postage	£3.00	£3.00	0.00%	

## ENVIRONMENTAL HEALTH

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<b>ANIMAL LICENSING*</b>			
Animal boarding	N	£458.89	£458.89
Animal home boarding	N	£341.40	£341.40
Doggy day care	N	£405.80	£405.80
Dog breeding	N	£500.38	£500.38
Pet shop	N	£463.43	£463.43
Hiring Horses	N	£559.23	£559.23
Exhibiting Animals	N	£405.58	£405.58
Dangerous Wild Animals	N	£467.44	£467.44
Zoo	N	£1063.57	£1063.57
Variation with premises visit	N	£209.72	£209.72
Variation (paperwork amendment only)	N	£73.90	£73.90
Transfer of license	N	£83.39	£83.39
Re-evaluation of star rating	N	£183.68	£183.68

\* Any additional costs incurred by the Council in licensing premises e.g. vet's fees will be passed onto the Licensee

## ENVIRONMENTAL PROTECTION / PUBLIC HEALTH

Contaminated Land/Environmental Searches	N	£105.56 (2 hrs min) + £52.78 thereafter.	£105.56 (2 hrs min) + £52.78 thereafter.
Works in default undertaken		Full cost of works plus full Castle Point Council Officer costs (charged per hour) plus any incidental costs and administration charge.	

## LAPPC CHARGES

Environmental regulation of industrial processes - Current statutory fees published on DEFRA website:

1) Permits for waste incineration -

[www.gov.uk/government/publications/permits-for-waste-incineration-fees-and-charges-for-applications](http://www.gov.uk/government/publications/permits-for-waste-incineration-fees-and-charges-for-applications)

2) Permits for solvent emission - [www.gov.uk/government/publications/permits-for-solvent-emission-fees-and-charges-for-applications](http://www.gov.uk/government/publications/permits-for-solvent-emission-fees-and-charges-for-applications)

All LAPPC fees are payable directly to Castle Point Borough Council. Please contact Environmental Health Services on 01268 882200 or [eh@castlepoint.gov.uk](mailto:eh@castlepoint.gov.uk) for further information.

## ENVIRONMENTAL HEALTH

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<b>HOUSING (REGULATORY CHARGES AND HMO LICENCE FEES)</b>			
Mandatory Licence for a House in Multiple Occupation -up to 5 lettings (5-year Licence)  To be split into two parts - £420.77 due on application with an additional £420.77 upon license approval.	N	£841.54	£841.54
Mandatory Licence for a House in Multiple Occupation - each additional letting	N	£81.19	£81.19
Improvement Notice	N	£629.43	£629.43
Immigration Inspection -initial visit (discretionary service subject to resource)	N	£229.92	£229.92
Immigration Inspection -each subsequent visit (subject to resource)	N	£82.87	£82.87
Hazard Awareness Notice	N	£670.34	£670.34
Prohibition Order	N	£629.43	£629.43
Emergency Prohibition Order	N	£629.43	£629.43
Emergency Remedial Action Notice	N	£629.43 (plus full charge for any works in default undertaken.)	£629.43 (plus full charge for any works in default undertaken.)
Demolition Order	N	£789.10	£789.10
Clearance Area	N	£1409.29	£1409.29
Interim Management Order	N	£1741.82	£1741.82
Each additional unit above 6 units	N	£116.12	£116.12
Final Management Order	N	£1741.82	£1741.82
Each additional unit above 6 units	N	£116.12	£116.12
Interim Empty Dwelling Management Order	N	£1092.60	£1092.60
Empty Dwelling Management Order	N	£1092.60	£1092.60
Works in Default undertaken	N	Full cost of works plus full Castle Point Council officer costs (charged per hour) plus, any incidental costs	
Court of Protection Assistance (charged per hour, discretionary service subject to resource.)	N	Officer charge (per hour)	Officer charge (per hour)

<b>ENVIRONMENTAL HEALTH</b>						
<b>DESCRIPTION OF CHARGE</b>	<b>VAT RATE</b>	<b>Charge 26/27 Ex VAT</b>	<b>Charge 26/27 Incl VAT</b>			
<b>SPECIAL TREATMENTS</b>						
Cosmetic piercing, Electrolysis, Tattooing, Semi-Permanent Skin Colouring and Acupuncture-premises	N	£250.82	£250.82			
Cosmetic Piercing, Electrolysis, Tattooing, Semi-Permanent Skin Colouring and Acupuncture-per practitioner	N	£80.40	£80.40			
<b>FOOD SAFETY</b>						
Export Certificate-one off	N	£80.23	£80.23			
Voluntary Surrender call out charge, up to one hour inc certificate	N	£93.42	£93.42			
Voluntary Surrender price per additional hour	N	£52.78	£52.78			
<b>PRIVATE WATER SUPPLIES</b>						
Risk Assessment – (each assessment)	N					
Sampling Visit (each visit)	N					
Investigation (each investigation)	N					
Granting of an authorisation (each authorisation)	N					
Analysis of a sample taken under Regulation 10	N					
Analysis of a sample taken during Check Monitoring	N					
Analysis of a sample taken during Audit Monitoring	N					
*up to statutory maximum charge. Please contact Environmental Health for further information on the current maximum charge 01268 882200 or eh@castlepoint.gov.uk						
<b>BOARDING/KENNELING OF STRAY DOGS</b>						
Prescribed fee including 1st day of kenneling	N	£75.00	£75.00			
Additional days of kenneling per day	N	£15.00	£15.00			
Micro-chipping	N	£15.00	£15.00			
<b>BOARDING/KENNELING OF STRAY DOGS</b>						
	<b>Band 6</b>	<b>Band 5</b>	<b>Band 4</b>	<b>Band 3</b>	<b>Band 2</b>	<b>Band 1</b>
Annual Fee*	£1689.03	£1319.56	£1069.16	£749.51	£471.18	£332.53
New site licence set up fee**	£79.18	£79.18	£79.18	£79.18	£79.18	£79.18
Transfer of site licence	£79.18	£79.18	£79.18	£79.18	£79.18	£79.18
Amendment of site licence	£79.18	£79.18	£79.18	£79.18	£79.18	£79.18
Checking / registering of site rules	£52.78	£52.78	£52.78	£52.78	£52.78	£52.78
* Annual fee due in advance on 1st April each year, or part thereof.						
** Annual fee, or part thereof payable in advance, is due in addition to set-up fee, on grant of new licence						

## LICENSING

Contact for all licensing matters

Licensing, Castle Point Borough Council, Kiln Road, Benfleet, Essex, SS7 1TF.  
Tel: 01268 882480 E-mail: licensing@castlepoint.gov.uk

## GAMBLING ACT 2005

Premises Type	Transitional Fast Track Application	Transitional Non-Fast Track Application	New Application	Annual Fee
Existing Casinos	£250.00	£1,500.00	n/a	£2,250.00
Bingo Club	£250.00	£1,310.00	£2,625.00	£750.00
Betting Premises (Excluding Tracks)	£250.00	£1,125.00	£2,250.00	£450.00
Tracks	£250.00	£930.00	£1,125.00	£750.00
Family Entertainment Centres	£150.00	£750.00	£1,500.00	£300.00
Adult Gaming Centre	£250.00	£750.00	£1,500.00	£750.00

Small Lottery Licence			£40.00	£20.00
Alcohol Licensed Gaming Machine Permit			£150.00	£50.00
Notification of 2 gaming machines			£50.00	

Premises Type	Application To Vary	Application To Transfer	Application for Re-Instatement	Application for Provisional Statement	Licence Application (Provisional Statement Holders)	Copy Licence	Notification of Change
Bingo Club	£1,300.00	£900.00	£900.00	£2,600.00	£900.00	£25.00	£50.00
Betting Premises (Excluding Tracks)	£1,125.00	£900.00	£900.00	£2,250.00	£900.00	£25.00	£50.00
Tracks	£930.00	£710.00	£710.00	£1,875.00	£710.00	£25.00	£50.00
Family Entertainment Centres	£500.00	£700.00	£700.00	£1,500.00	£700.00	£25.00	£50.00
Adult Gaming Centre	£750.00	£900.00	£900.00	£1,500.00	£900.00	£25.00	£50.00

Alcohol licensed Premises/ FEC permit						£25.00	£25.00
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## LICENSING

### LICENSING ACT 2003

Premises and club application and annual fees- each premises that is licensable will be allocated to a fee band according to rateable value.

Band	A	B	C	D	E
Non domestic rateable value	None to £4,300	£4,301 to £33,000	£33,001 to £87,000	£87,001 to £125,000	£125,001 plus

Each band attracts a different level of application fee- payable upon submitting the application to the Licensing Authority.

### PREMISES LICENCES

Band	A	B	C	D	E
New application and variation	£100.00	£190.00	£315.00	£450.00	£635.00
Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D & E only)				X2 (£900.00)	X3 (£1,905)
Annual charge	£70.00	£180.00	£295.00	£320.00	£350.00
Annual charge multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D&E only)				X2 (£640.00)	X3 (£1,050)

### CLUB PREMISES CERTIFICATES

New application and variation	£100.00	£190.00	£315.00	£450.00	£635.00
Annual charge	£70.00	£180.00	£295.00	£320.00	£350.00

There are additional fees for premises licence applications, and the annual fee for exceptionally large scale events (5,000+), unless certain conditions apply. Please read regulation 4(4) and 4(5) of the Licensing Act 2003 (Fees) Regulations 2005.

Source: [www.gov.uk/government/publications/alcohol-licensing-fee-levels/main-fee-levels](http://www.gov.uk/government/publications/alcohol-licensing-fee-levels/main-fee-levels)

## LICENSING

### OTHER LICENSABLE ACTIVITY

#### SCRAP METAL DEALERS ACT 2013

Type	Application Fee	Renewal fee
Site Licence	£1,000.00	£500.00
Collectors Licence	£400.00	£200.00
Variation	£50.00	£50.00
Copy of licence	£50.00	£50.00

#### STREET TRADING

Type	Application Fee
Annual Licence for 1 day a week	£500.00
One Day Street Trading Licence (one off events)	£10.00

Additional days / nights added to Licence	£75.00
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#### PAVEMENT PERMISSION

Type	Application Fee	Renewal fee
1 Table and upto 4 chairs	£70.00	£50.00
2 - 4 tables and 5 to 16 chairs	£120.00	£100.00
5 or more tables and unlimited number of chairs	£200.00	£180.00

#### OTHER APPLICATIONS

Type	Application Fee	Renewal fee
Pleasure Boat Licence	£400.00	£400.00
Boatman's Licence	£60.00	£60.00
Sexual Entertainment Venue	£1500.00	£750.00
Hypnotism permit	£0.00	£0.00

## HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING FEES

### DRIVERS LICENCE

Type	1 Year Licence	2 Year Licence	3 Year Licence	Renewal
Combined Hackney Carriage/Private Hire Drivers Licence	£260.00	£320.00	£375.00	£178.00
Private Hire Drivers Licence (including restrictive)	£180.00	£230.00	£280.00	£140.00
Upgrade from Private Hire to Combined Licence	£80.00	£90.00	£95.00	N/A

### OTHER DRIVER FEES

Type of Application	Fee
English Language Test	£49.00
Criminal Record Check (DBS)	At the applicants expense
Driving Assessment	At the applicants expense
Group 2 medical	At the applicants expense
Disability Awareness Training	At the applicants expense
Safeguarding Training	At the applicants expense
Driving Licence check	Included within the application fee

### VEHICLE LICENCE FEE

Type	Application Fee	Renewal Fee
Hackney Carriage	£450.00	£300.00
Private Hire	£265.00	£200.00

### OTHER VEHICLE FEES

Type of Application	Fee
Replacement vehicle fee (Change of Vehicle)	£125.00
Insurance replacement vehicle (temporary)	£125.00
Transfer of Interest notification fee	£50.00
Interim MOT (at council's approved provider)	£50.00

### OPERATORS LICENCE FEE

Type	Application Fee	Renewal Fee
1 vehicle	£100.00	£500.00
2 or more vehicles	£200.00	£1,000.00

## LEGAL SERVICES

DESCRIPTION OF CHARGE	VAT RATE	Charge 26/27 Ex VAT	Charge 26/27 Incl VAT
<b>LEGAL SERVICE : HOURLY RATE</b>			
Solicitor & Legal Executives with over 8 years experience	S	£262.00	£314.40
Solicitor , Legal Executive with over 4 years experience	S	£218.00	£261.60
Solicitor, Legal Executives under 4 years experience	S	£178.00	£213.60
Trainee Solicitors, Paralegals	S	£126.00	£151.20
<b>SALE OF LAND</b>			
Small Value (100K or below)	S	£950.00	£1,140.00
Large Value (100K plus)	S	£1,750.00	£2,100.00
<b>Section 106 Agreements</b>			
We will require the applicants solicitor to undertake to be responsible for costs (billed on a hourly basis) likely to be in the region of £5,000 plus VAT incurred by and payable to Castle Point Borough Council in connection with the negotiation of an Agreement under Section 106 of the Town and Country Planning Act 1990 (as amended) whether or not the matter proceeds to completion.			
All other Section 106 matters to be dealt with on an hourly rate basis			
<b>LEASES</b>			
Lease	S	£1,120.00	£1,344.00
Non-profit organisation Lease	S	£660.00	£792.00
Surrender of Lease	S	£600.00	£720.00
Renewal of Lease	S	£720.00	£864.00
License to Assign or sublet	S	£720.00	£864.00
Deed of Variation	S	£720.00	£864.00
License of land for garden use	S	£200.00	£240.00
<b>RIGHT TO BUY</b>			
RTB Postponement of Charge	S	£210.00	£252.00
Management Pack (LPE1)	S	£210.00	£252.00
Additional Enquiries following issue of LPE1	S	£100.00	£120.00
Consent to Alterations	S	£210.00	£252.00
Notice of Assignment	S	£84.00	£100.80
Notice of Charge	S	£84.00	£100.80
Lease extension	S	£910.00	£1,092.00
Repayment of Discount	S	£210.00	£252.00
Removal of charges (DFG)	S	£220.00	£264.00
Freehold Enfranchisement	S	£1,510.00	£1,812.00
Certificate of Compliance (Land Reg Restriction)	S	£135.00	£162.00
<b>FILM LICENSE</b>			
Commercial Applicant (Full Day)	S	£550.00	£660.00
Commercial Applicant (Half Day)	S	£270.00	£324.00
Non-commercial Applicant (Full Day)	S	£275.00	£330.00
Non-commercial Applicant (Half Day)	S	£135.00	£162.00
<b>OTHER LAND MATTERS</b>			
Wayleaves / Easements	S	£550.00	£660.00
<b>Miscellaneous</b>			
Costs would be recharged on an hourly rate basis plus disbursements			

## LAND CHARGES

General information as well as details on how to make an application and a breakdown of fees, can be found on the Land Charges section of our website: [www.castlepoint.gov.uk/land-charges](http://www.castlepoint.gov.uk/land-charges)

### FULL FEE STRUCTURE

Application	2026/2027	To make a payment click on the link below
CON29	£145.00	<a href="#">CON29 Official Search</a>
Extra Parcel fee	£50.00	<a href="#">Extra Parcel Fee</a>
CON29'O' Questions	£55.00 each	<a href="#">CON29'O' Questions</a>
Solicitors own Questions	£95.00 each	<a href="#">Solicitors Own Questions</a>
Quotation Service	£45.00	Please contact <a href="mailto:lc@castlepoint.gov.uk">lc@castlepoint.gov.uk</a>