

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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COMMUNITY SERVICES

GREEN SPACES & AMENITIES

CEMETERIES**Interment Fees**

Under 1 year (Half Grave)	no charge		no charge				
Under 1 year (Full Grave) - to Family	no charge		no charge				
Under 1 year (Full Grave) - to Child Funeral Fund (CFF)	new	new	356.00	-	356.00	zero	1-Apr-25
Over 1 year - 17 years	349.00	2.00	356.00	-	356.00	zero	1-Apr-25
18 years and over	1,338.00	2.00	1,365.00	-	1,365.00	zero	1-Apr-25
Where Casket is used	1,554.00	2.00	1,585.00	-	1,585.00	zero	1-Apr-25
Where Vault is used	1,554.00	2.00	1,585.00	-	1,585.00	zero	1-Apr-25
Interment after appointed time	226.00	2.00	231.00	-	231.00	zero	1-Apr-25
Interment of cremated remains	271.00	2.00	276.00	-	276.00	zero	1-Apr-25

Interment Fees - Public Grave

Over 1 year - 17 years	219.00	2.00	223.00	-	223.00	zero	1-Apr-25
18 years and over	449.00	2.00	458.00	-	458.00	zero	1-Apr-25
Service in Cemetery Chapel	167.00	2.00	170.00	-	170.00	zero	1-Apr-25
NHS Charge (pre-term)	80.00	2.00	82.00	-	82.00	zero	1-Apr-25

Removal & Replacement

Headstones (remove and re-fix to National Association of Memorial							
Masons standards)	208.00	2.00	212.00	-	212.00	zero	1-Apr-25
Sidestones	171.00	2.00	174.00	-	174.00	zero	1-Apr-25
Chippings	104.00	2.00	106.00	-	106.00	zero	1-Apr-25

Right to Erect Memorials

Headstone (900mm maximum)(including first inscription)	211.00	2.00	215.00	35.83	179.17	20.00	1-Apr-25
Wooden Cross	56.00	2.00	57.00	9.50	47.50	20.00	1-Apr-25
Vase without inscription and under 300 mm	FOC	2.00	FOC		FOC		
Otherwise	105.00	2.00	107.00	17.83	89.17	20.00	1-Apr-25
Inscription (each)	56.00	2.00	57.00	9.50	47.50	20.00	1-Apr-25

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<u>Exclusive Right of Burial</u>								
<u>Burnley</u>								
Conventional Grave	1,211.00	2.00	1,235.00	-	1,235.00	zero	1-Apr-25	
Lawn Section	1,489.00	2.00	1,519.00	-	1,519.00	zero	1-Apr-25	
Half Grave (for burial of ashes only)	480.00	2.00	490.00	-	490.00	zero	1-Apr-25	
Half Grave for baby and 2 internments of ashes	NEW	NEW	490.00	-	490.00	zero	1-Apr-25	
<u>Miscellaneous</u>								
Search of Register	FOC		FOC		FOC			
Grave liner (at cost)	NEW	NEW	at cost	at cost	at cost	20.00	1-Apr-25	
<u>Padiham Garden of Remembrance</u>								
Use of Memorial Stone	138.00	2.00	141.00	-	141.00	zero	1-Apr-25	
Use of Niche for one person	255.00	2.00	260.00	-	260.00	zero	1-Apr-25	
Additional remains in Niche	161.00	2.00	164.00	-	164.00	zero	1-Apr-25	
<u>CREMATORIUM</u>								
<u>Cremation</u>								
Under 1 year	no charge		no charge					
Over 1 year - 17 years	251.00	2.00	256.00	-	256.00	zero	1-Apr-25	
18 years and over	878.00	2.00	896.00	-	896.00	zero	1-Apr-25	
Direct Cremation (before 9.30am, no chapel service)	469.00	2.00	478.00	-	478.00	zero	1-Apr-25	
Medical Referee	20.00	2.00	21.00	-	21.00	zero	1-Apr-25	
Additional fee for Saturday & 12.30 additional time	242.00	2.00	247.00	-	247.00	zero	1-Apr-25	
NHS Charge (pre-term)	37.00	2.00	38.00	-	38.00	zero	1-Apr-25	
<u>Entries in Book of Remembrance</u>								
2 line	111.00	2.00	113.00	18.83	94.17	20.00	1-Apr-25	
5 line	173.00	2.00	176.00	29.33	146.67	20.00	1-Apr-25	
8 line	255.00	2.00	260.00	43.33	216.67	20.00	1-Apr-25	
5 line with flower emblem	239.00	2.00	244.00	40.67	203.33	20.00	1-Apr-25	
5 line with Badge	266.00	2.00	271.00	45.17	225.83	20.00	1-Apr-25	
8 line with Coat of Arms	332.00	2.00	339.00	56.50	282.50	20.00	1-Apr-25	
<u>Remembrance Cards</u>								
With 2 line inscription	69.00	2.00	70.00	11.67	58.33	20.00	1-Apr-25	
With 5 line inscription	81.00	2.00	83.00	13.83	69.17	20.00	1-Apr-25	
With 8 line inscription	110.00	2.00	112.00	18.67	93.33	20.00	1-Apr-25	
Additional 2 line inscription	41.00	2.00	42.00	7.00	35.00	20.00	1-Apr-25	
Additional 5 line inscription	54.00	2.00	55.00	9.17	45.83	20.00	1-Apr-25	
Additional 8 line inscription	63.00	2.00	64.00	10.67	53.33	20.00	1-Apr-25	
Additional cost for flower emblem (only with 5 or 8 line entry)	69.00	3.00	71.00	11.83	59.17	20.00	1-Apr-25	
<u>Retaining of Ashes</u>								
After 1 month (per month)	78.00	2.00	80.00	-	80.00	zero	1-Apr-25	
<u>Scattering of Ashes</u>								
Cremation not at Burnley	78.00	2.00	80.00	-	80.00	zero	1-Apr-25	
<u>Memorial Wall</u>								
Lakeland stone plaque including 15 year lease	279.00	2.00	285.00	47.50	237.50	20.00	1-Apr-25	
(plus lettering per letter)	3.00	2.00	3.00	0.50	2.50	20.00	1-Apr-25	
new price list)								
Fee to remove existing plaque when replacing the new one	NEW	NEW	22.00	3.67	18.33	20.00	1-Apr-25	

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Additional inscription admin charge (plus lettering)	75.00	-	75.00	12.50	62.50	20.00	1-Apr-25	
Emblem	43.00	2.00	44.00	7.33	36.67	20.00	1-Apr-25	
Renewal of lease at end of agreement per 5 years	60.00	2.00	61.00	10.17	50.83	20.00	1-Apr-25	
Replacement Plaque (including fixing)	120.83	2.00	123.00	20.50	102.50	20.00	1-Apr-25	
Tree of Remembrance								
Crematorium Engraved Remembrance Leaf	63.00	2.00	64.00	10.67	53.33	20.00	1-Apr-25	
Renewal of lease term for a further 5 years	35.00	2.00	36.00	6.00	30.00	20.00	1-Apr-25	
Baby Garden Engraved Remembrance Leaf	NEW	NEW	72.00	12.00	60.00	20.00	1-Apr-25	
Inscribed plaque and 5 year lease on communal memorial bench	NEW	NEW	72.00	12.00	60.00	20.00	1-Apr-25	
Ash Plots								
Exclusive right of burial (40 years)	480.00	2.00	490.00	81.67	408.33	20.00	1-Apr-25	
Interment fee	271.00	2.00	276.00	46.00	230.00	20.00	1-Apr-25	
Right to erect memorial	304.00	2.00	310.00	51.67	258.33	20.00	1-Apr-25	
Foundation (at cost)	27.00	2.00	at cost	at cost	at cost	20.00	1-Apr-25	
<u>PARKS - OUTDOOR SPORTS ACTIVITIES & EVENTS</u>								
<u>Events - Towneley Park</u>								
Local Organisations	195.50	2.00	199.40	33.23	166.17	20.00	1-Apr-25	
Non Resident Organisation - per event	498.65	2.00	508.60	84.77	423.83	20.00	1-Apr-25	
Funfair Events	POA		POA					
<u>Towneley Park</u>								
Cricket	64.15	2.00	65.45	10.91	54.54	20.00	1-Apr-25	

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2025
Appendix 1

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Football pitches (from 1st August each year)
Grade A - (changing, showers & attendant)

Prairie, Fennyfold, Towneley

64.15	2.00	65.45	10.91	54.54	20.00	1-Apr-25	
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Grade B (pitch only)

Queens Park, Worsthorne, Stoneyholme, Hapton

45.05	2.00	45.95	7.66	38.29	20.00	1-Apr-25	
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Barden Central Arena

Burnley United A F C per season

n/a		not charged in lieu of cleaning and management					
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Junior Football

Hire of Junior pitch

13.95	2.00	14.25	2.38	11.87	20.00	1-Apr-25	
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Use of changing accommodation only

13.95	2.00	14.25	2.38	11.87	20.00	1-Apr-25	
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ALLOTMENTS

Allotment Rent per m²

0.31	2.00	0.32	-	0.32	zero	1-Apr-25	
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Additional Rent on each m² that an allotment exceeds the standard 250m² size

NEW	NEW	0.10	-	0.10	zero	1-Apr-25	
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Concessionary Rental (50%) for tenants aged 61 or over on 31st December 2024

0.15	2.00	0.15	-	0.15	zero	1-Apr-25	
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Water

16.65	2.00	17.00	-	17.00	zero	1-Apr-25	
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Admin fee for setting up of new tenancy agreements

13.90	2.00	14.20	2.37	11.83	20.00	1-Apr-25	
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1/2 day allotment course for prospective tenants

NEW	NEW	25.00	4.17	20.83	20.00	1-Apr-25	
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Note : Allotments users require 3 months notice of any price increases.
TOWNELEY
Car Parking - Pay & Display

Riverside - per day

2.00	2.00	2.00	0.33	1.67	20.00	1-Apr-25	
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Towneley Hall - per hour

0.80	2.00	0.80	0.13	0.67	20.00	1-Apr-25	
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9 Hole Golf - per day

2.00	2.00	2.00	0.33	1.67	20.00	1-Apr-25	
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Causeway End / Golf Course - per day

2.00	2.00	2.00	0.33	1.67	20.00	1-Apr-25	
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Barwise per day

2.00	2.00	2.00	0.33	1.67	20.00	1-Apr-25	
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Woodgroove - per day

2.00	2.00	2.00	0.33	1.67	20.00	1-Apr-25	
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Car Parking - Contracts (per annum)

Towneley Hall	81.10	2.00	82.70	13.78	68.92	20.00	1-Apr-25
Riverside	53.20	2.00	54.30	9.05	45.25	20.00	1-Apr-25
Barwise	53.20	2.00	54.30	9.05	45.25	20.00	1-Apr-25
Woodgrove	81.10	2.00	82.70	13.78	68.92	20.00	1-Apr-25

TOWNELEY HALL
Guided Tours

Local Links Subscription Scheme for Schools - per annum	252.95	2.00	258.00	43.00	215.00	20.00	1-Apr-25
Daytime - per person	9.20	2.00	10.50	1.75	8.75	20.00	1-Apr-25
Evening - per person	13.85	2.00	14.50	2.42	12.08	20.00	1-Apr-25
School Groups per person - half day	2.90	2.00	2.95	0.49	2.46	20.00	1-Apr-25
School Groups per person - full day	5.75	2.00	5.85	0.98	4.87	20.00	1-Apr-25

Use of Hall

Commercial Photography	346.00	2.00	353.00	58.83	294.17	20.00	1-Apr-25
Filming Fees	1,154.00	2.00	1,177.00	196.17	980.83	20.00	1-Apr-25
Great Hall (by negotiation) fees start from	692.00	2.00	706.00	117.67	588.33	20.00	1-Apr-25 *
up to	1,154.00	2.00	1,177.00	196.17	980.83	20.00	1-Apr-25 *
Regency Rooms Daytime Events (by negotiation) fees start from	692.00	2.00	706.00	117.67	588.33	20.00	1-Apr-25 *
up to	1,154.00	2.00	1,177.00	196.17	980.83	20.00	1-Apr-25 *
Regency Rooms Evening Events (by negotiation) fees start from	692.00	2.00	706.00	117.67	588.33	20.00	1-Apr-25 *
up to	1,154.00	2.00	1,177.00	196.17	980.83	20.00	1-Apr-25 *
Lecture Theatre (by negotiation) fees start from	115.00	2.00	117.00	19.50	97.50	20.00	1-Apr-25
up to	346.00	2.00	353.00	58.83	294.17	20.00	1-Apr-25
Great Hall & both Regency Rooms (by negotiation) fees start from	577.00	2.00	589.00	98.17	490.83	20.00	1-Apr-25 *
up to	4,037.00	2.00	4,118.00	686.33	3,431.67	20.00	1-Apr-25 *

* 50% discount for Charities

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2025
Appendix 1

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Conferences & Meetings

Lecture Theatre Room Hire - fees start from	115.35	2.00	117.65	19.61	98.04	20.00	1-Apr-25 *
up to	346.00	2.00	352.90	58.82	294.08	20.00	1-Apr-25 *
Tea & Coffee per person per serving	1.15	2.00	1.50	0.25	1.25	20.00	1-Apr-25

* 50% discount for Charities

Wedding Charges

Regency Rooms - ceremony only fees start from	404.00	2.00	412.00	68.67	343.33	20.00	1-Apr-25
up to	1,729.00	2.00	1,764.00	294.00	1,470.00	20.00	1-Apr-25
Great Hall & Regency Rooms ceremony & afternoon reception up to 7pm							
fees start from	577.00	2.00	589.00	98.17	490.83	20.00	1-Apr-25
up to	4,037.00	2.00	4,118.00	686.33	3,431.67	20.00	1-Apr-25
Photography - grounds/formal gardens	69.00	2.00	70.00	11.67	58.33	20.00	1-Apr-25
Photography - grounds/formal gardens & inside	115.00	2.00	117.00	19.50	97.50	20.00	1-Apr-25

Entrance Fees

Adult - 12 month pass	2.50	2.00	5.50	0.92	4.58	20.00	1-Apr-25 *
50% reduction on wedding & event days due to rooms being closed							

* Free admission for children and students

THOMPSON PARK
Car Parking - Pay & Display

Thompson Park - per day	2.50	2.00	2.50	0.42	2.08	20.00	1-Apr-25
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Car Parking - Contracts

Thompson Park - per annum	80.00	2.00	81.60	13.60	68.00	20.00	1-Apr-25
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BANK HALL

MIPERMIT Parking - per hour (first 2 hours free)	0.50	2.00	0.50	0.08	0.42	20.00	1-Apr-25
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STREETSCENE

CAR PARKING CHARGES

The current strategy is to increase car parking charges every two years.

Short Stay Car Parks

Elizabeth St / Grimshaw St / Standish St / Parker Lane /

William Thompson / Orchard Bridge / Cow Lane 1 & 2 / Pioneer 1 /

Sutcliffe St / Thomas St

0-1 hour	} Monday - Saturday	1.10	9.00	1.20	0.20	1.00	20.00	1-Apr-25
1-2 hours		1.70	6.00	1.80	0.30	1.50	20.00	1-Apr-25
2-3 hours		2.20	4.00	2.30	0.38	1.92	20.00	1-Apr-25
3 Hours plus		5.90	-	5.90	0.98	4.92	20.00	1-Apr-25
Sundays & Bank Holidays		Free		Free				
Disabled pass holders - up to 3 hrs		Free		Free				

Disabled pass holders - over 3 hrs - charges apply as above

Victoria

0-1 hour	} Saturday only	1.10	9.00	1.20	0.20	1.00	20.00	1-Apr-25
1-2 hours		1.70	6.00	1.80	0.30	1.50	20.00	1-Apr-25
2-3 hours		2.20	4.00	2.30	0.38	1.92	20.00	1-Apr-25
3 Hours plus		5.90	-	5.90	0.98	4.92	20.00	1-Apr-25
Sundays & Bank Holidays		Free		Free				
Disabled pass holders - up to 3 hrs		Free		Free				

Disabled pass holders - over 3 hrs - charges apply as above

Pioneer 2 / King St

0-1 hour	} Monday - Saturday	1.10	9.00	1.20	0.20	1.00	20.00	1-Apr-25
1-2 hours		1.70	6.00	1.80	0.30	1.50	20.00	1-Apr-25
2-3 hours		2.20	4.00	2.30	0.38	1.92	20.00	1-Apr-25
3 Hours plus		4.00	-	4.00	0.67	3.33	20.00	1-Apr-25
Sundays & Bank Holidays		Free		Free				

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Disabled pass holders - up to 3 hrs	Free		Free					
Disabled pass holders - over 3 hrs - charges apply as above								
Charter Walk Surface Car Park								
0-1 hour	1.00	-	1.00	0.17	0.83	20.00	1-Apr-25	
1-2 hours	1.50	-	1.50	0.25	1.25	20.00	1-Apr-25	
2-3 hours	2.00	-	2.00	0.33	1.67	20.00	1-Apr-25	
3-4 hours	2.50	-	2.50	0.42	2.08	20.00	1-Apr-25	
Daily Charge	8.00	-	8.00	1.33	6.67	20.00	1-Apr-25	
0-2 hours	1.00	-	1.00	0.17	0.83	20.00	1-Apr-25	
Over 2 hours	2.00	-	2.00	0.33	1.67	20.00	1-Apr-25	
Millenium Multi-Storey Car Park								
0-1 hour	1.00	-	1.00	0.17	0.83	20.00	1-Apr-25	
1-2 hours	1.50	-	1.50	0.25	1.25	20.00	1-Apr-25	
2-3 hours	2.00	-	2.00	0.33	1.67	20.00	1-Apr-25	
3-4 hours	2.50	-	2.50	0.42	2.08	20.00	1-Apr-25	
Daily Charge	3.00	-	3.00	0.50	2.50	20.00	1-Apr-25	
Long Stay Car Parks								
Finsley Gate 2 / Centenary Way								
Monday - Saturday per visit	4.00	-	4.00	0.67	3.33	20.00	1-Apr-25	
Sundays & Bank Holidays	Free		Free					
Disabled pass holders - up to 3 hrs	Free		Free					
Disabled pass holders - over 3 hrs - charges apply as above								
Contracts								
Finsley Gate 1, 2 & 3 / King St / Bank Parade / Pioneer 2 / Centenary Way								
William Thompson / Royle Road								
per quarter Monday to Friday (inclusive)	195.00	2.05	199.00	33.17	165.83	20.00	1-Apr-25	
per quarter Monday to Saturday (inclusive)	234.00	2.15	239.00	39.83	199.17	20.00	1-Apr-25	
Millenium Multi-Storey Car Park								
per Calendar Month Monday to Saturday	40.00	-	40.00	6.67	33.33	20.00	1-Apr-25	
Other Contracts Charges								
Staff Car Parking Charges - Operational (per annum)	312.80	-	312.80	52.13	260.67	20.00	1-Apr-25	
Staff Car Parking Charges - Non-Operational (per annum)	359.40	-	359.40	59.90	299.50	20.00	1-Apr-25	
Part Time Employees / Members Car Parking Charges	pro rata		pro rata					
PEST CONTROL & WASTE								
Pest Control *								
Flea & Bed Bug Sprays	62.00	4.90	65.00	10.83	54.17	20.00	1-Apr-25	
Wasps Nests	62.00	4.90	65.00	10.83	54.17	20.00	1-Apr-25	
								* Charges start from
Waste & Recycling Collection Containers								
Replacement per residual waste and recycling wheeled bin	34.50	1.50	35.00	-	35.00	zero	1-Apr-25	
Residual waste and recycling wheeled bin at new build properties	34.50	1.50	35.00	-	35.00	zero	1-Apr-25	
Recycling Box & Lid	FOC		FOC					
White Sacks	FOC		FOC					
First green waste wheeled bin	FOC		FOC					
Replacement green waste wheeled bin	34.50	1.50	35.00	-	35.00	zero	1-Apr-25	
Provision of 1100L container for new build apartments/flats	469.60	6.48	500.00	83.33	416.67	20.00	1-Apr-25	
Annual charge for Green Waste Collection*	40.00	-	40.00	-	40.00	zero	1-Apr-25	

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Discounted subscription for additional collection / bin at the same premises (<i>To be requested at the time of the original subscription</i>)	35.00	-	35.00	0	35.00	zero	1-Apr-25	
Bulky & White Goods (One collection covers one white good or up to four bulky items)								
Charge per collection	15.40	2.00	15.70	-	15.70	zero	1-Apr-25	
Back Yard Clearances								
Back Yard Clearances								

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2025
Appendix 1

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Fixed Penalty Notices* (Set by legislation)

Littering	100.00	Statutory	100.00	-	100.00	zero	1-Apr-25
Graffiti / Fly Posting	100.00	Statutory	100.00	-	100.00	zero	1-Apr-25
Fly Tipping - Higher	1,000.00	Statutory	1,000.00	-	1,000.00	zero	1-Apr-25
Fly Tipping - Lower	200.00	Statutory	200.00	-	200.00	zero	1-Apr-25
Household Waste Duty of Care	400.00	Statutory	400.00	-	400.00	zero	1-Apr-25
Public Space Protection Order (PSPO)* to include new prohibitions	100.00	Statutory	100.00	-	100.00	zero	1-Apr-25
Failure to produce a Waste Carriers License	300.00	Statutory	300.00	-	300.00	zero	1-Apr-25
Commercial Waste Duty of Care	300.00	Statutory	300.00	-	300.00	zero	1-Apr-25
Dog Fouling (PSPO)	100.00	Statutory	100.00	-	100.00	zero	1-Apr-25
Dog Control Exclusion Zone (PSPO)	50.00	Statutory	50.00	-	50.00	zero	1-Apr-25
Abandoned Vehicles	200.00	Statutory	200.00	-	200.00	zero	1-Apr-25
Abandoned Vehicles - Administration Fee (Removal from Private Land)	-	NEW	200.00	33.33	166.67	20.00	1-Apr-25
Breach of CPN (Dangerous Dogs)	100.00	Statutory	100.00	-	100.00	zero	1-Apr-25
Breach of CPN (Household Waste)	100.00	Statutory	100.00	-	100.00	zero	1-Apr-25
Breach of CPN (ASB)	100.00	Statutory	100.00	-	100.00	zero	1-Apr-25

Penalty Charge Notices

Car Parking - Lower	50.00	external	50.00	-	50.00	zero	1-Apr-25 *
Car Parking - Higher	70.00	external	70.00	-	70.00	zero	1-Apr-25 *

* 50% discount if paid within 14 days

Default Works - Property repair works

Full Cost plus charge for staff time & administration	n/a	Officer time now accounted for instead					
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Chargeable Commercial Waste*
Annual Contract

Container Costs	279.50	-	279.50	-	279.50	zero	1-Apr-25
General Waste Sack - Roll 25 Sacks	50.00	-	50.00	-	50.00	zero	1-Apr-25
240L bin - per bin lift	8.00	6.00	8.50	-	8.50	zero	1-Apr-25
360L bin - per bin lift	10.50	5.00	11.00	-	11.00	zero	1-Apr-25
660L bin - per bin lift	14.70	2.00	15.00	-	15.00	zero	1-Apr-25
1100L bin - per bin lift	21.00	2.50	21.50	-	21.50	zero	1-Apr-25
Recycling Annual Contract - Weekly Collections	240.00	-	240.00	-	240.00	zero	1-Apr-25

* Charges start from

STREET RENAMING & NUMBERING

Change of a house name / number	58.00	-	58.00	-	58.00	zero	1-Apr-25
Change of a building name	115.00	-	115.00	-	115.00	zero	1-Apr-25
Change of a street name	231.00	-	231.00	-	231.00	zero	1-Apr-25
- plus charge per property for a change of street name	23.00	-	23.00	-	23.00	zero	1-Apr-25

TEMPORARY EVENT NOTICES

Temporary Event Notices, Road Closures	-	NEW	200.00	-	200.00	zero	1-Apr-25
Temporary Event Notices, Road Closures - Charitable Organisations	-	NEW	50.00	-	50.00	zero	1-Apr-25

LICENSING

rounded to nearest £1

Other Licensing

Dog Kennels - Boarding New - 1 year (New 2018 Animal Welfare Regulation) *	215.00	2.00	219.00	-	219.00	zero	1-Apr-25
2 year *	286.00	2.00	292.00	-	292.00	zero	1-Apr-25
3 year *	323.00	2.00	329.00	-	329.00	zero	1-Apr-25
Dog Kennels - Boarding Renew - 1 year (New 2018 Animal Welfare Regulation) *	211.00	2.00	215.00	-	215.00	zero	1-Apr-25

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2025

Appendix 1

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
2 year *	283.00	2.00	289.00	-	289.00	zero	1-Apr-25	
3 year *	320.00	2.00	326.00	-	326.00	zero	1-Apr-25	
Catteries - Boarding New - 1 year (New 2018 Animal Welfare Regulation) *	215.00	2.00	219.00	-	219.00	zero	1-Apr-25	
2 year *	286.00	2.00	292.00	-	292.00	zero	1-Apr-25	
3 year *	323.00	2.00	329.00	-	329.00	zero	1-Apr-25	
Catteries - Boarding Renew - 1 year (New 2018 Animal Welfare Regulation) *	211.00	2.00	215.00	-	215.00	zero	1-Apr-25	
2 year *	283.00	2.00	289.00	-	289.00	zero	1-Apr-25	
3 year *	320.00	2.00	326.00	-	326.00	zero	1-Apr-25	
* where an establishment runs both a dog kennel and a cattery then the relevant dog kennel and cattery fees apply								
Home Boarder New - 1 year (New 2018 Animal Welfare Regulation)	179.00	2.00	183.00	-	183.00	zero	1-Apr-25	
2 year	242.00	2.00	247.00	-	247.00	zero	1-Apr-25	
3 year	275.00	2.00	281.00	-	281.00	zero	1-Apr-25	
Home Boarder Renew - 1 year (New 2018 Animal Welfare Regulation)	175.00	2.00	179.00	-	179.00	zero	1-Apr-25	
2 year	238.00	2.00	243.00	-	243.00	zero	1-Apr-25	
3 year	271.00	2.00	276.00	-	276.00	zero	1-Apr-25	
Dog Creche New - 1 year (New 2018 Animal Welfare Regulation)	213.00	2.00	217.00	-	217.00	zero	1-Apr-25	
2 year	284.00	2.00	290.00	-	290.00	zero	1-Apr-25	
3 year	321.00	2.00	327.00	-	327.00	zero	1-Apr-25	
Dog Creche Renew - 1 year (New 2018 Animal Welfare Regulation)	210.00	2.00	214.00	-	214.00	zero	1-Apr-25	
2 year	281.00	2.00	287.00	-	287.00	zero	1-Apr-25	
3 year	318.00	2.00	324.00	-	324.00	zero	1-Apr-25	

BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2025

Appendix 1

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Dog Breeder New** - 1 year (New 2018 Animal Welfare Regulation)	168.00	2.00	171.00	-	171.00	zero	1-Apr-25	
2 year	232.00	2.00	237.00	-	237.00	zero	1-Apr-25	
3 year	264.00	2.00	269.00	-	269.00	zero	1-Apr-25	
Dog Breeder Renew - 1 year (New 2018 Animal Welfare Regulation)	209.00	2.00	213.00	-	213.00	zero	1-Apr-25	
2 year	273.00	2.00	278.00	-	278.00	zero	1-Apr-25	
3 year	305.00	2.00	311.00	-	311.00	zero	1-Apr-25	
Pet Selling New - 1 year (New 2018 Animal Welfare Regulation)	202.00	2.00	206.00	-	206.00	zero	1-Apr-25	
2 year	272.00	2.00	277.00	-	277.00	zero	1-Apr-25	
3 year	307.00	2.00	313.00	-	313.00	zero	1-Apr-25	
Pet Selling Renew - 1 year (New 2018 Animal Welfare Regulation)	198.00	2.00	202.00	-	202.00	zero	1-Apr-25	
2 year	268.00	2.00	273.00	-	273.00	zero	1-Apr-25	
3 year	302.00	2.00	308.00	-	308.00	zero	1-Apr-25	
Hiring Horses New** - 1 year (New 2018 Animal Welfare Regulation)	110.00	2.00	112.00	-	112.00	zero	1-Apr-25	
2 year	188.00	2.00	192.00	-	192.00	zero	1-Apr-25	
3 year	228.00	2.00	233.00	-	233.00	zero	1-Apr-25	
Hiring Horses Renew** - 1 year (New 2018 Animal Welfare Regulation)	110.00	2.00	112.00	-	112.00	zero	1-Apr-25	
2 year	188.00	2.00	192.00	-	192.00	zero	1-Apr-25	
3 year	228.00	2.00	233.00	-	233.00	zero	1-Apr-25	
Train/exhibit animal - 3 year (New 2018 Animal Welfare Regulation)	174.00	2.00	177.00	-	177.00	zero	1-Apr-25	
Zoo** - 6 year	536.00	2.00	547.00	-	547.00	zero	1-Apr-25	
4 year	483.00	2.00	493.00	-	493.00	zero	1-Apr-25	
Dangerous Wild Animals**- 2 year (New 2018 Animal Welfare Regulation)	194.00	2.00	198.00	-	198.00	zero	1-Apr-25	
Unsuccessful appeal against star rating**	134.00	2.00	137.00	-	137.00	zero	1-Apr-25	
Minor Variation of licence (no inspection)	31.00	2.00	32.00	-	32.00	zero	1-Apr-25	
Minor Variation of licence (inspection)	108.00	2.00	110.00	-	110.00	zero	1-Apr-25	
Re-evaluation of star rating of animal welfare licence**	134.00	2.00	137.00	-	137.00	zero	1-Apr-25	
** plus vets inspection fee								
Skin Piercing/Cosmetic Treatment Establishment	160.70	2.00	163.90	-	163.90	zero	1-Apr-25	
Skin Piercers Personal Registration	52.90	2.00	53.95	-	53.95	zero	1-Apr-25	
Personal Registration - Special Cosmetic Treatments (once adopted)	52.90	2.00	53.95	-	53.95	zero	1-Apr-25	
Second hand goods dealer	88.20	2.00	89.95	-	89.95	zero	1-Apr-25	
Health Certificate	50.20	2.00	51.20	-	51.20	zero	1-Apr-25	
Request to show unclassified films	557.35	2.00	568.50	-	568.50	zero	1-Apr-25	
Sex Shop	2,589.80	2.00	2,641.60	-	2,641.60	zero	1-Apr-25	
Renewal of sex shop licence	667.40	2.00	680.75	-	680.75	zero	1-Apr-25	
New Sexual Entertainment Venue Licence	6,887.00	2.00	7,024.75	-	7,024.75	zero	1-Apr-25	
Renewal of a Sexual Entertainment Venue Licence	3,246.15	2.00	3,311.05	-	3,311.05	zero	1-Apr-25	
Transfer of a Sexual Entertainment Venue Licence	794.60	2.00	810.50	-	810.50	zero	1-Apr-25	
Variation of a Sexual Entertainment Venue Licence	529.80	2.00	540.40	-	540.40	zero	1-Apr-25	
Grant of Scrap Metal Dealers Site Licence (3 years)	403.40	2.00	411.45	-	411.45	zero	1-Apr-25	
Renewal of Scrap Metal Dealers Site Licence (3 years)	403.40	2.00	411.45	-	411.45	zero	1-Apr-25	
Variation of Scrap Metal Dealers Site Licence	176.45	2.00	180.00	-	180.00	zero	1-Apr-25	
New Scrap Metal Collectors Licence (3 years)	233.25	2.00	237.90	-	237.90	zero	1-Apr-25	
Renewal of Scrap Metal Collectors Licence (3years)	233.25	2.00	237.90	-	237.90	zero	1-Apr-25	

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Variation of Scrap Metal Collectors Licence	176.45	2.00	180.00	-	180.00	zero	1-Apr-25	
<u>Street Trading Consents</u>								
12 Months	920.60	2.00	939.00	-	939.00	zero	1-Apr-25	
6 Months	487.30	2.00	497.05	-	497.05	zero	1-Apr-25	
3 Months	284.35	2.00	290.05	-	290.05	zero	1-Apr-25	
1 Month	148.85	2.00	151.85	-	151.85	zero	1-Apr-25	
Special Event Consents (permitting up to 6 days trading per calendar month)								
12 Months	254.85	2.00	259.95	-	259.95	zero	1-Apr-25	
6 Months	168.35	2.00	171.70	-	171.70	zero	1-Apr-25	
3 Months	124.55	2.00	127.05	-	127.05	zero	1-Apr-25	
1 Month	95.75	2.00	97.65	-	97.65	zero	1-Apr-25	
<u>Taxi Licensing (Note: Test fee income is collected by testing station & is therefore not included in the tariff)</u>								
Fees for 2025 were considered by Licensing Committee at their meeting in February 2025								
Private Hire Driver - 1 Year Licence	100.00	-	100.00	-	100.00	exempt	n/a	
Private Hire Driver - 3 Year Licence	237.00	-	237.00	-	237.00	exempt	n/a	
Hackney Carriage Driver - 1 Year Licence	102.00	-	102.00	-	102.00	exempt	n/a	
Hackney Carriage Driver - 3 Year Licence	243.00	-	243.00	-	243.00	exempt	n/a	
Dual Driver Licence Discount	45.00	-	45.00	-	45.00	exempt	n/a	
Private Hire Operator - 1 Year Licence - single vehicle at private address	261.00	-	261.00	-	261.00	exempt	n/a	
Private Hire Operator - 5 Year Licence - single vehicle at private address	1,250.00	-	1,250.00	-	1,250.00	exempt	n/a	
Private Hire Operator - 1 Year Licence	447.00	-	447.00	-	447.00	exempt	n/a	
Private Hire Operator - 5 Year Licence	2,156.00	-	2,156.00	-	2,156.00	exempt	n/a	
Private Hire Vehicle (now all 4 month licences)	41.00	-	41.00	-	41.00	exempt	n/a	
Hackney Carriage Vehicle (now all 4 month licences)	62.00	-	62.00	-	62.00	exempt	n/a	
Private Hire Operator > 50 Vehicles - 5 Year Licence	2,372.00	-	2,372.00	-	2,372.00	exempt	n/a	
Private Hire Operator > 50 Vehicles - 1 Year Licence	525.00	-	525.00	-	525.00	exempt	n/a	
Replacement vehicle plate	24.00	2.00	24.50	-	24.50	exempt	1-Apr-25	
Replacement Plate Platform	7.15	2.00	7.30	-	7.30	exempt	1-Apr-25	
Window stickers	8.95	2.00	9.15	-	9.15	exempt	1-Apr-25	
Hackney roundel/Private Hire Door Signs	10.20	2.00	10.40	-	10.40	exempt	1-Apr-25	
Lanyard	5.10	2.00	5.20	-	5.20	exempt	1-Apr-25	
Badge holder	3.65	2.00	3.70	-	3.70	exempt	1-Apr-25	
Replacement badge	14.35	2.00	14.65	-	14.65	exempt	1-Apr-25	
Plate buttons	2.50	2.00	2.55	-	2.55	exempt	1-Apr-25	
Operator booking Registers	2.40	2.00	2.45	-	2.45	exempt	1-Apr-25	
DBS admin fee	6.35	2.00	6.50	-	6.50	exempt	1-Apr-25	
Insurance or 3rd party letters	28.25	2.00	28.80	-	28.80	exempt	1-Apr-25	
Insurance Correspondence	83.15	2.00	84.80	-	84.80	exempt	1-Apr-25	

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Grant of Personal Licence
Replacement of lost/stolen licence
Minor Variations

37.00	Statutory	37.00	-	37.00	exempt	n/a	
10.50	Statutory	10.50	-	10.50	exempt	n/a	
89.00	Statutory	89.00	-	89.00	exempt	n/a	

Premises Licences - Up to a Capacity of 5,000 persons

Grant/Variation

Rateable Value

Band A - No Rateable Value	100.00	Statutory	100.00	-	100.00	exempt	n/a
Band A - less than £4,300	100.00	Statutory	100.00	-	100.00	exempt	n/a
Band B - £4,300 to £33,000	190.00	Statutory	190.00	-	190.00	exempt	n/a
Band C - £33,001 to £87,000	315.00	Statutory	315.00	-	315.00	exempt	n/a
Band D - £87,001 to £125,000	450.00	Statutory	450.00	-	450.00	exempt	n/a
Band E - Over £125,000	635.00	Statutory	635.00	-	635.00	exempt	n/a

Annual Fee

Rateable Value

Band A - No Rateable Value	70.00	Statutory	70.00	-	70.00	exempt	n/a
Band A - less than £4,300	70.00	Statutory	70.00	-	70.00	exempt	n/a
Band B - £4,300 to £33,000	180.00	Statutory	180.00	-	180.00	exempt	n/a
Band C - £33,001 to £87,000	295.00	Statutory	295.00	-	295.00	exempt	n/a
Band D - £87,001 to £125,000	320.00	Statutory	320.00	-	320.00	exempt	n/a
Band E - Over £125,000	350.00	Statutory	350.00	-	350.00	exempt	n/a

Premises Licences - Additional Fees where Capacity exceeds

5,000 persons

Initial Fee

Occupancy:							
5,000 - 9,999	1,000.00	Statutory	1,000.00	-	1,000.00	exempt	n/a
10,000 - 14,999	2,000.00	Statutory	2,000.00	-	2,000.00	exempt	n/a
15,000 - 19,999	4,000.00	Statutory	4,000.00	-	4,000.00	exempt	n/a
20,000 - 29,999	8,000.00	Statutory	8,000.00	-	8,000.00	exempt	n/a
30,000 - 39,999	16,000.00	Statutory	16,000.00	-	16,000.00	exempt	n/a
40,000 - 49,999	24,000.00	Statutory	24,000.00	-	24,000.00	exempt	n/a
50,000 - 59,999	32,000.00	Statutory	32,000.00	-	32,000.00	exempt	n/a
60,000 - 69,999	40,000.00	Statutory	40,000.00	-	40,000.00	exempt	n/a
70,000 - 79,999	48,000.00	Statutory	48,000.00	-	48,000.00	exempt	n/a
80,000 - 89,999	56,000.00	Statutory	56,000.00	-	56,000.00	exempt	n/a
Over 90,000	64,000.00	Statutory	64,000.00	-	64,000.00	exempt	n/a

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Annual Fee

Occupancy:

5,000 - 9,999	500.00	Statutory	500.00	-	500.00	exempt	n/a
10,000 - 14,999	1,000.00	Statutory	1,000.00	-	1,000.00	exempt	n/a
15,000 - 19,999	2,000.00	Statutory	2,000.00	-	2,000.00	exempt	n/a
20,000 - 29,999	4,000.00	Statutory	4,000.00	-	4,000.00	exempt	n/a
30,000 - 39,999	8,000.00	Statutory	8,000.00	-	8,000.00	exempt	n/a
40,000 - 49,999	12,000.00	Statutory	12,000.00	-	12,000.00	exempt	n/a
50,000 - 59,999	16,000.00	Statutory	16,000.00	-	16,000.00	exempt	n/a
60,000 - 69,999	20,000.00	Statutory	20,000.00	-	20,000.00	exempt	n/a
70,000 - 79,999	24,000.00	Statutory	24,000.00	-	24,000.00	exempt	n/a
80,000 - 89,999	28,000.00	Statutory	28,000.00	-	28,000.00	exempt	n/a
Over 90,000	32,000.00	Statutory	32,000.00	-	32,000.00	exempt	n/a

Premises Licences - Exclusively / Primarily supplying Alcohol**Initial Fee****Rateable Value**

Band D - £87,001 to £125,000 : 2 x the Premises Licence	900.00	Statutory	900.00	-	900.00	exempt	n/a
Band E - over £125,000 : 3 x the Premises Licence	1,905.00	Statutory	1,905.00	-	1,905.00	exempt	n/a

Annual Fee - Exclusively/Primarily supplying Alcohol**Rateable Value**

Band D - £87,001 to £125,000 : 2 x the Premises Licence	640.00	Statutory	640.00	-	640.00	exempt	n/a
Band E - over £125,000 : 3 x the Premises Licence	1,050.00	Statutory	1,050.00	-	1,050.00	exempt	n/a

Annual Fee**Rateable Value**

Band A - No Rateable Value	100.00	Statutory	100.00	-	100.00	exempt	n/a
Band A - less than £4,300	100.00	Statutory	100.00	-	100.00	exempt	n/a
Band B - £4,300 to £33,000	190.00	Statutory	190.00	-	190.00	exempt	n/a
Band C - £33,001 to £87,000	315.00	Statutory	315.00	-	315.00	exempt	n/a
Band D - £87,001 to £125,000	450.00	Statutory	450.00	-	450.00	exempt	n/a
Band E - Over £125,000	635.00	Statutory	635.00	-	635.00	exempt	n/a

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Premises Licenses - Other**Annual Fee****Application**

S.25 - Theft, loss etc. of premises licence or summary	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.29 - Application for a provisional statement where premises being built	315.00	Statutory	315.00	-	315.00	exempt	n/a
S.33 - Notification of change of name or address	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.37 - Application to vary licence to specify individual as premises supervisor	23.00	Statutory	23.00	-	23.00	exempt	n/a
S.42 - Application for transfer of premises licence	23.00	Statutory	23.00	-	23.00	exempt	n/a
S.47 - Interim authority notice following death etc. of licence holder	23.00	Statutory	23.00	-	23.00	exempt	n/a
S.79 - Theft, loss etc. of certificate or summary	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.82 - Notification of change of name or alteration of rules of club	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.83(1) / (2) - Change of relevant registered address of club	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.100 - Temporary event notice	21.00	Statutory	21.00	-	21.00	exempt	n/a
S.100 - Late Temporary event notice	21.00	Statutory	21.00	-	21.00	exempt	n/a
S.110 - Theft, loss etc. of temporary event notice	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.117 - Application for a grant or renewal of personal licence (10 yrs)	37.00	Statutory	37.00	-	37.00	exempt	n/a
S.126 - Theft, loss etc. of personal licence	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.127 - Duty to notify change of name or address	10.50	Statutory	10.50	-	10.50	exempt	n/a
S.178 - Right of freeholder etc. to be notified of licensing matters	21.00	Statutory	21.00	-	21.00	exempt	n/a

Rounded to nearest £1

Note: MAX denotes that the fee is currently at the statutory maximum

Gambling Premises**Bingo Premises**

New & Provisional Statement	3,000.00	MAX	3,000.00	-	3,000.00	exempt	n/a	MAX
Annual Fee	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	1,095.00	2.00	1,117.00	-	1,117.00	exempt	1-Apr-25	
Variation	1,463.00	2.00	1,492.00	-	1,492.00	exempt	1-Apr-25	
Transfer	1,095.00	2.00	1,117.00	-	1,117.00	exempt	1-Apr-25	
Re-instatement	1,200.00	MAX	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Betting Premises								
New & Provisional Statement	3,105.00	2.00	3,167.00	-	3,167.00	exempt	1-Apr-25	
Annual Fee	600.00	MAX	600.00	-	600.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	1,095.00	2.00	1,117.00	-	1,117.00	exempt	1-Apr-25	
Variation	1,463.00	2.00	1,492.00	-	1,492.00	exempt	1-Apr-25	
Transfer	1,095.00	2.00	1,117.00	-	1,117.00	exempt	1-Apr-25	
Re-instatement	1,200.00	MAX	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX
Betting Premises (Tracks)								
New & Provisional Statement	2,500.00	MAX	2,500.00	-	2,500.00	exempt	n/a	MAX
Annual Fee	1,000.00	MAX	1,000.00	-	1,000.00	exempt	1-Apr-25	MAX
Licence for Provisional Statement Holder	950.00	MAX	950.00	-	950.00	exempt	n/a	MAX
Variation	1,250.00	MAX	1,250.00	-	1,250.00	exempt	n/a	MAX
Transfer	950.00	MAX	950.00	-	950.00	exempt	1-Apr-25	MAX
Re-instatement	950.00	MAX	950.00	-	950.00	exempt	1-Apr-25	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX
Family Entertainment Centre								
New & Provisional Statement	2,000.00	MAX	2,000.00	-	2,000.00	exempt	n/a	MAX
Annual Fee	750.00	MAX	750.00	-	750.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	950.00	MAX	950.00	-	950.00	exempt	n/a	MAX
Variation	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Transfer	950.00	MAX	950.00	-	950.00	exempt	n/a	MAX
Re-instatement	950.00	MAX	950.00	-	950.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Adult Gaming Centre								
New & Provisional Statement	2,000.00	MAX	2,000.00	-	2,000.00	exempt	n/a	MAX
Annual Fee	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Licence for Provisional Statement Holder	1,095.00	2.00	1,117.00	-	1,117.00	exempt	1-Apr-25	
Variation	1,000.00	MAX	1,000.00	-	1,000.00	exempt	n/a	MAX
Transfer	1,095.00	2.00	1,117.00	-	1,117.00	exempt	1-Apr-25	
Re-instatement	1,200.00	MAX	1,200.00	-	1,200.00	exempt	n/a	MAX
Copy Licence	25.00	MAX	25.00	-	25.00	exempt	n/a	MAX
Notification of Change	50.00	MAX	50.00	-	50.00	exempt	n/a	MAX
<u>Lotteries</u>								
Small Society Lottery Grant	40.00	Statutory	40.00	-	40.00	exempt		
Small Society Lottery Annual Fee	20.00	Statutory	20.00	-	20.00	exempt		
Gaming in Pubs and Clubs								
Licensed Premises Gaming Machine Notification	50.00	Statutory	50.00	-	50.00	exempt		
Licensed Premises Gaming Machine Permit (existing operator)	100.00	Statutory	100.00	-	100.00	exempt		
Licensed Premises Gaming Machine Permit (in all other cases)	150.00	Statutory	150.00	-	150.00	exempt		
Licensed Premises Gaming Machine Permit Variation	100.00	Statutory	100.00	-	100.00	exempt		
Licensed Premises Gaming Machine Permit Transfer	25.00	Statutory	25.00	-	25.00	exempt		
Licensed Premises Gaming Machine Permit Change of Name	25.00	Statutory	25.00	-	25.00	exempt		
Licensed Premises Gaming Machine Permit Copy of Permit	15.00	Statutory	15.00	-	15.00	exempt		
Club Gaming Machine Permit Grant	200.00	Statutory	200.00	-	200.00	exempt		
Club Gaming Machine Permit Grant (Existing Club Premises Cert. Holder)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Machine Permit Grant (Club Prem. Cert. Holder with current Part 2 or 3 Licence)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Machine Permit Existing Operator Grant	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Machine Permit Variation	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Machine Permit Renewal	200.00	Statutory	200.00	-	200.00	exempt		
Club Gaming Machine Permit Renewal (Club Premises Cert. Holder)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Machine Permit Copy Permit	15.00	Statutory	15.00	-	15.00	exempt		
Club Gaming Permit Grant	200.00	Statutory	200.00	-	200.00	exempt		
Club Gaming Permit Grant (Club Prems. Cert. Holder with current Part 2 or 3 Licence)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Permit Grant (Existing Operator)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Permit Variation	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Permit Renewal	200.00	Statutory	200.00	-	200.00	exempt		
Club Gaming Permit Renewal (Club Premises Certificate Holder)	100.00	Statutory	100.00	-	100.00	exempt		
Club Gaming Permit Copy Certificate	15.00	Statutory	15.00	-	15.00	exempt		
Annual fee for all Gaming Machine Permits	50.00	Statutory	50.00	-	50.00	exempt		

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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LOCAL AIR POLLUTION PREVENTION & CONTROL (LAPPC)

Reduced fee activities are: Service Stations, Vehicle Refinishers, Dry Cleaners and Small Waste Oil Burners under 0.4 MW.

Application Fee

Standard Process	1,650.00	Statutory	1,650.00	-	1,650.00	zero
Additional fee for operating without a permit	1,188.00	Statutory	1,188.00	-	1,188.00	zero
PVRI, SWOBs and Dry Cleaners reduced fee activities	155.00	Statutory	155.00	-	155.00	zero
PVR I & II combined	257.00	Statutory	257.00	-	257.00	zero
Other reduced fee activities	362.00	Statutory	362.00	-	362.00	zero
Reduced fee activities: Additional fee for operating without a permit	71.00	Statutory	71.00	-	71.00	zero
Mobile screening & crushing plant for the 1st & 2nd applications	1,650.00	Statutory	1,650.00	-	1,650.00	zero
For the 3rd to 7th applications	985.00	Statutory	985.00	-	985.00	zero
For the 8th and subsequent applications	498.00	Statutory	498.00	-	498.00	zero

Note: where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amounts

Annual Subsistence Charge

Standard process Low						
(+ £99 if permit for combined Part B & waste installation)	772.00	Statutory	772.00	-	772.00	zero
Standard process Medium						
(+ £149 if permit for combined Part B & waste installation)	1,161.00	Statutory	1,161.00	-	1,161.00	zero
Standard process High						
(+ £198 if permit for combined Part B & waste installation)	1,747.00	Statutory	1,747.00	-	1,747.00	zero
Reduced Fee activities - Low	79.00	Statutory	79.00	-	79.00	zero
Reduced Fee activities - Medium	158.00	Statutory	158.00	-	158.00	zero
Reduced Fee activities - High	237.00	Statutory	237.00	-	237.00	zero
PVR I & II combined - Low	113.00	Statutory	113.00	-	113.00	zero
PVR I & II combined - Medium	226.00	Statutory	226.00	-	226.00	zero
PVR I & II combined - High	341.00	Statutory	341.00	-	341.00	zero
Other reduced fee activities - Low	228.00	Statutory	228.00	-	228.00	zero
Other reduced fee activities - Medium	365.00	Statutory	365.00	-	365.00	zero
Other reduced fee activities - High	548.00	Statutory	548.00	-	548.00	zero
Mobile screening & crushing plant for 1st & 2nd permits - Low	626.00	Statutory	626.00	-	626.00	zero
Mobile screening & crushing plant for 1st & 2nd permits - Medium	1,034.00	Statutory	1,034.00	-	1,034.00	zero
Mobile screening & crushing plant for 1st & 2nd permits - High	1,551.00	Statutory	1,551.00	-	1,551.00	zero
For the 3rd to 7th permits - Low	385.00	Statutory	385.00	-	385.00	zero
For the 3rd to 7th permits - Medium	617.00	Statutory	617.00	-	617.00	zero
For the 3rd to 7th permits - High	924.00	Statutory	924.00	-	924.00	zero
For the 8th and subsequent permits - Low	198.00	Statutory	198.00	-	198.00	zero
For the 8th and subsequent permits - Medium	314.00	Statutory	314.00	-	314.00	zero
For the 8th and subsequent permits - High	473.00	Statutory	473.00	-	473.00	zero
Late payment fee	52.00	Statutory	52.00	-	52.00	zero

Note: Where a Part B Installation is subject to reporting under the E-PRTR Regulation, add an extra £99 to the above amounts

Transfer and Surrender

Standard process transfer	162.00	Statutory	162.00	-	162.00	zero
Standard process partial transfer	476.00	Statutory	476.00	-	476.00	zero
New operator at low risk reduced fee activity	75.00	Statutory	75.00	-	75.00	zero
Surrender: all Part B activities	-	Statutory	-	-	-	zero
Reduced fee activities: transfer	-	Statutory	-	-	-	zero
Reduced fee activities: partial transfer	45.00	Statutory	45.00	-	45.00	zero

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Temporary transfer for mobiles								
First transfer	51.00	Statutory	51.00	-	51.00	zero		
Repeat following enforcement or warning	51.00	Statutory	51.00	-	51.00	zero		
Substantial Change								
Standard process	1,005.00	Statutory	1,005.00	-	1,005.00	zero		
Standard process where the substantial change results in a new PPC activity	1,579.00	Statutory	1,579.00	-	1,579.00	zero		
Reduced fee activities	98.00	Statutory	98.00	-	98.00	zero		

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
LAPPC mobile plant charges								
Application Fee - 1 permit	1,650.00	Statutory	1,650.00	-	1,650.00	zero		
Application Fee - 2 permits	1,650.00	Statutory	1,650.00	-	1,650.00	zero		
Application Fee - 3 permits	985.00	Statutory	985.00	-	985.00	zero		
Application Fee - 4 permits	985.00	Statutory	985.00	-	985.00	zero		
Application Fee - 5 permits	985.00	Statutory	985.00	-	985.00	zero		
Application Fee - 6 permits	985.00	Statutory	985.00	-	985.00	zero		
Application Fee - 7 permits	985.00	Statutory	985.00	-	985.00	zero		
Application Fee - 8 permits and over	498.00	Statutory	498.00	-	498.00	zero		
Subsistence Fee - 1 permit - Low	626.00	Statutory	626.00	-	626.00	zero		
Subsistence Fee - 2 permits - Low	626.00	Statutory	626.00	-	626.00	zero		
Subsistence Fee - 3 permits - Low	385.00	Statutory	385.00	-	385.00	zero		
Subsistence Fee - 4 permits - Low	385.00	Statutory	385.00	-	385.00	zero		
Subsistence Fee - 5 permits - Low	385.00	Statutory	385.00	-	385.00	zero		
Subsistence Fee - 6 permits - Low	385.00	Statutory	385.00	-	385.00	zero		
Subsistence Fee - 7 permits - Low	385.00	Statutory	385.00	-	385.00	zero		
Subsistence Fee - 8 permits and over - Low	198.00	Statutory	198.00	-	198.00	zero		
Subsistence Fee - 1 permit - Med	1,034.00	Statutory	1,034.00	-	1,034.00	zero		
Subsistence Fee - 2 permits - Med	1,034.00	Statutory	1,034.00	-	1,034.00	zero		
Subsistence Fee - 3 permits - Med	617.00	Statutory	617.00	-	617.00	zero		
Subsistence Fee - 4 permits - Med	617.00	Statutory	617.00	-	617.00	zero		
Subsistence Fee - 5 permits - Med	617.00	Statutory	617.00	-	617.00	zero		
Subsistence Fee - 6 permits - Med	617.00	Statutory	617.00	-	617.00	zero		
Subsistence Fee - 7 permits - Med	617.00	Statutory	617.00	-	617.00	zero		
Subsistence Fee - 8 permits and over - Med	314.00	Statutory	314.00	-	314.00	zero		
Subsistence Fee - 1 permit - High	1,551.00	Statutory	1,551.00	-	1,551.00	zero		
Subsistence Fee - 2 permits - High	1,551.00	Statutory	1,551.00	-	1,551.00	zero		
Subsistence Fee - 3 permits - High	924.00	Statutory	924.00	-	924.00	zero		
Subsistence Fee - 4 permits - High	924.00	Statutory	924.00	-	924.00	zero		
Subsistence Fee - 5 permits - High	924.00	Statutory	924.00	-	924.00	zero		
Subsistence Fee - 6 permits - High	924.00	Statutory	924.00	-	924.00	zero		
Subsistence Fee - 7 permits - High	924.00	Statutory	924.00	-	924.00	zero		
Subsistence Fee - 8 permits and over - High	473.00	Statutory	473.00	-	473.00	zero		

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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LOCAL AUTHORITY - INTEGRATED POLLUTION PREVENTION AND CONTROL LA-IPPC

Note: Every subsistence charge in the fees below includes the additional £99 charge to cover LA extra costs in dealing with reporting under the E-PRTR Regulation

Application	3,363.00	Statutory	3,363.00	-	3,363.00	zero	
Additional fee for operating without a permit	1,188.00	Statutory	1,188.00	-	1,188.00	zero	
Annual Subsistence - Low	1,343.00	Statutory	1,343.00	-	1,343.00	zero	
Annual Subsistence - Medium	1,507.00	Statutory	1,507.00	-	1,507.00	zero	
Annual Subsistence - High	2,230.00	Statutory	2,230.00	-	2,230.00	zero	
Late payment fee	52.00	Statutory	52.00	-	52.00	zero	
Substantial variation	1,368.00	Statutory	1,368.00	-	1,368.00	zero	
Transfer	235.00	Statutory	235.00	-	235.00	zero	
Partial Transfer	698.00	Statutory	698.00	-	698.00	zero	
Surrender	698.00	Statutory	698.00	-	698.00	zero	

Environment Agency Subsistence Fees for Discharge to Controlled Waters

Charge Band A - Where permit conditions contain numerical water discharge limits other than for the pollutants or parameters listed in bands B and C	2,270.00	Statutory	2,270.00	-	2,270.00	zero	
Charge Band B - Where permit conditions contain numerical water discharge limits for BOD, COD(3) or ammonia	760.00	Statutory	760.00	-	760.00	zero	
Charge Band C - Where permit conditions contain numerical limits for water flow, volume, suspended solids, pH, temperature, or oil or grease	222.00	Statutory	222.00	-	222.00	zero	
Charge Band D - Where conditions are included in a permit which do not fall within any of the descriptions in bands A-C (e.g. descriptive conditions)	66.00	Statutory	66.00	-	66.00	zero	

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Private Water Supply Sampling

Sampling Visit per hour (to max of £100)	36.00	2.00	37.00	-	37.00	zero	1-Apr-25
Risk Assessment Visit per hour (to max of £500)	36.00	2.00	37.00	-	37.00	zero	1-Apr-25
Investigation Visit per hour (to max of £100)	36.00	2.00	37.00	-	37.00	zero	1-Apr-25
Temporary Authorisation to Breach Standard (to max of £100)	36.00	2.00	37.00	-	37.00	zero	1-Apr-25
Domestic Supply Sample (to max of £25)	28.00	2.00	29.00	-	29.00	zero	1-Apr-25
Commercial Supply Monitoring Sample (to max of £100)	60.00	2.00	61.00	-	61.00	zero	1-Apr-25

Range from £45 to £500 depending on parameters sampled

Environmental Health

Fixed Penalty Notice (Smoke Control)	180.25	2.00	183.85	-	183.85	zero	1-Apr-25
FHRS Re-rating Visit (on-line application)	154.50	2.00	157.60	-	157.60	zero	1-Apr-25
FHRS Re-rating Visit (posting application)	159.65	2.00	162.85	-	162.85	zero	1-Apr-25
Tattooist/Skin Piercing Rating Scheme Initial Visit & Training	121.20	2.00	123.60	-	123.60	zero	1-Apr-25
Tattooist/Skin Piercing Rating Scheme Revisit	60.60	2.00	61.80	-	61.80	zero	1-Apr-25
Tattooist/Skin Piercing Rating Scheme Annual Inspection	72.65	2.00	74.10	-	74.10	zero	1-Apr-25
Pre Licence/Registration/Permit Advisory Visit	76.35	2.00	77.90	-	77.90	zero	1-Apr-25
Data Protection Act Letters	51.50	2.00	52.55	-	52.55	zero	1-Apr-25
Hourly rate for business advice/guidance	36.05	2.00	36.75	-	36.75	zero	1-Apr-25

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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HOUSING & DEVELOPMENT CONTROL**HOUSING****Grants**

Disabled Facilities Grants Administration	1,174.20	2.00	1,197.70	199.62	998.08	20.00	1-Apr-25
Emergency Works	1,174.20	2.00	1,197.70	199.62	998.08	20.00	1-Apr-25
Heating Rebate	61.80	2.00	63.05	-	63.05	zero	1-Apr-25
Safe and Secure	276.55	2.00	282.10	47.02	235.08	20.00	1-Apr-25
Declutter and Clean	301.30	2.00	307.35	51.23	256.12	20.00	1-Apr-25
Home Replacement Grant	128.25	2.00	130.80	21.80	109.00	20.00	1-Apr-25
Relocation Grant	128.25	2.00	130.80	21.80	109.00	20.00	1-Apr-25

Immigration Act

Immigration Act Entry Clearance Inspection	85.50	2.00	87.20	14.53	72.67	20.00	1-Apr-25
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Enforcement Notices Under Housing Act 2004

Single Dwelling (cost based on staff time & surveys carried out)	Range between £200 and £470				zero		
House in Multiple Occupation (cost based on staff time & surveys carried out)	Range between £200 and £470				zero		

HMO Licensing

Payment Upon Application	535.00	2.00	546.00	91.00	455.00	20.00	1-Apr-25
Deduct 30% for licence holder accredited by GLAS	373.00	2.00	380.00	63.33	316.67	20.00	1-Apr-25
Payment Upon Granting the Licence	388.00	2.00	396.00	66.00	330.00	20.00	1-Apr-25
Deduct 30% for licence holder accredited by GLAS	272.00	2.00	277.00	46.17	230.83	20.00	1-Apr-25

Mobile Home Fit and Proper Person Assessment

Assessment	314.00	2.00	320.00	53.33	266.67	20.00	1-Apr-25
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Selective Licensing OnLine**New Application Fee**

Upon Application	370.00	Fixed	370.00	-	370.00	zero	
Upon Granting the Licence	345.00	Fixed	345.00	-	345.00	zero	
Total	715.00	Fixed	715.00	-	715.00	zero	

Renewal/Additional Property Fee

Upon Application	340.00	Fixed	340.00	-	340.00	zero	
Upon Granting the Licence	300.00	Fixed	300.00	-	300.00	zero	
Total	640.00	Fixed	640.00	-	640.00	zero	

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Selective Licensing Paper**New Application Fee**

Upon Application

405.00 Fixed 405.00 405.00 zero

Upon Granting the Licence

345.00 Fixed 345.00 345.00 zero

Total

750.00 Fixed 750.00 750.00 zero

Renewal/Additional Property Fee

Upon Application

370.00 Fixed 370.00 370.00 zero

Upon Granting the Licence

300.00 Fixed 300.00 300.00 zero

Total

670.00 Fixed 670.00 670.00 zero

Please note:

Accredited Landlords have a 30% reduction on the application and property fee.

There is a £100 reduction if complete within three months of the start of the designation.

£20 reduction for submitting completed applications online.

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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PLANNING SERVICES**Copying Charges****Plotter Copies - Black & White**

A0	7.05	2.00	7.20	-	7.20	zero	1-Apr-25
A1	5.70	2.00	5.80	-	5.80	zero	1-Apr-25
A2	4.20	2.00	4.30	-	4.30	zero	1-Apr-25

Plotter Copies - Colour

A0	11.30	2.00	11.55	-	11.55	zero	1-Apr-25
A1	8.55	2.00	8.70	-	8.70	zero	1-Apr-25
A2	7.05	2.00	7.20	-	7.20	zero	1-Apr-25
A3 & A4	1.70	2.00	1.75	-	1.75	zero	1-Apr-25

A minimum handling charge of £1.50 is payable if documents are forwarded by post.

Approval Notices & Habitation Certificates (per sheet)

0.10	2.00	0.10	-	0.10	zero	1-Apr-25
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Scanned copy of Decision Notice/S106	8.35	2.00	8.50	-	8.50	zero	1-Apr-25
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rounded to nearest £1

Location Plans supplied under Ordnance Survey, Planning & Building Control Scheme (per set)	44.00	2.00	45.00	-	45.00	zero	1-Apr-25
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rounded to nearest £1**Former Local Plan**

Burnley Local Plan Second Review	60.00	2.00	61.00	-	61.00	zero	1-Apr-25
Set of Proposals Maps (4)	24.00	2.00	24.00	-	24.00	zero	1-Apr-25

Current Planning Policy Documents (including drafts)

Local Development Scheme	5.00	2.00	5.00	-	5.00	zero	1-Apr-25
Annual Monitoring Report	30.00	2.00	31.00	-	31.00	zero	1-Apr-25
SCI	FOC		FOC	-	FOC		
Burnley's Local Plan 2018 (all versions) (price each)	36.00	2.00	37.00	-	37.00	zero	1-Apr-25
Set of Policies Maps (2)	23.00	2.00	23.00	-	23.00	zero	1-Apr-25
Supplementary Planning Documents - SPDs & SPGs (price each)	11.00	2.00	11.00	-	11.00	zero	1-Apr-25

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Associated Documents (A4 only)

Retail Office & Leisure Study 2013	59.00	2.00	60.00	-	60.00	zero	1-Apr-25
Burnley Employment Land Study Demand Update 2014	23.00	2.00	23.00	-	23.00	zero	1-Apr-25
Strategic Flood Risk Assessment (Level 1)	117.00	2.00	119.00	-	119.00	zero	1-Apr-25
Strategic Flood Risk Assessment (Level 2)	20.00	2.00	20.00	-	20.00	zero	1-Apr-25
Burnley SHMA 2016	36.00	2.00	37.00	-	37.00	zero	1-Apr-25
Burnley SHMA Update Nov 2018	15.00	2.00	15.00	-	15.00	zero	1-Apr-25
Local Plan Viability Assessment 2017	36.00	2.00	37.00	-	37.00	zero	1-Apr-25
Burnley & Pendle GTAA 2012	11.00	2.00	11.00	-	11.00	zero	1-Apr-25
Burnley SHLAA - Report Only	36.00	2.00	37.00	-	37.00	zero	1-Apr-25
Burnley SHLAA - Including Maps (A3 or above)	59.00	2.00	60.00	-	60.00	zero	1-Apr-25

Other

All Other Related Documents:

Black & White - Price per side - A4	0.10	2.00	0.10	-	0.10	zero	1-Apr-25
Black & White - Price per side - A3	0.20	2.00	0.20	-	0.20	zero	1-Apr-25
Colour - Price per side - A4	0.20	2.00	0.20	-	0.20	zero	1-Apr-25
Colour - Price per side - A3	0.55	2.00	0.55	-	0.55	zero	1-Apr-25
Planning History Search (up to 2 entries)	11.00	2.00	11.00	-	11.00	zero	1-Apr-25
Planning History Search (up to 4 entries)	24.00	2.00	24.00	-	24.00	zero	1-Apr-25
Planning History Search (5 to 9 entries)	38.00	2.00	39.00	-	39.00	zero	1-Apr-25
Planning History Search (10 plus entries)	49.00	2.00	50.00	-	50.00	zero	1-Apr-25

Self & Custom Build Register

Listing on register per year up to 3 years	113.00	2.00	115.00		115.00	zero	1-Apr-25
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Pre-Planning Application Fees

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Significant Major Development Proposal	1,200.00	2.00	1,224.00	204.00	1,020.00	20.00	1-Apr-25	
Further Meeting to above (or an hourly rate agreed in advance)	321.00	2.00	327.00	54.50	272.50	20.00	1-Apr-25	
Major Development Proposal	800.00	2.00	816.00	136.00	680.00	20.00	1-Apr-25	
Further Meeting to above (or an hourly rate agreed in advance)	161.00	2.00	164.00	27.33	136.67	20.00	1-Apr-25	
Minor Development Proposal	400.00	2.00	408.00	68.00	340.00	20.00	1-Apr-25	
Further Meeting to above (or an hourly rate agreed in advance)	79.00	2.00	81.00	13.50	67.50	20.00	1-Apr-25	
Householder Development Proposal (written advice only)	90.00	2.00	92.00	15.33	76.67	20.00	1-Apr-25	
Householder Development Proposal (with site visit)	135.00	2.00	138.00	23.00	115.00	20.00	1-Apr-25	
Other Development (adverts, trees, LBC, priors) Proposals (written advice)	100.00	2.00	102.00	17.00	85.00	20.00	1-Apr-25	
Other Development (adverts, trees, LBC, priors) Proposals (with site visit)	145.00	2.00	148.00	24.67	123.33	20.00	1-Apr-25	

PLANNING APPLICATION FEES (fees are set nationally with effect from 1st April based on CPI inflation of the previous September.)**OUTLINE APPLICATIONS - Erection of dwellinghouses**

per 0.1 hectare (or part thereof) for sites not more than 0.5 Hectares	578.00	external	588.00	-	588.00	zero	1-Apr-25
per 0.1 hectare (or part thereof) for sites between 0.5 hectares and 2.5 hectares	624.00	external	635.00	-	635.00	zero	1-Apr-25
for sites more than 2.5 hectares	15,433.00	external	15,695.00	-	15,695.00	zero	1-Apr-25
In addition, for each 0.1 hectare (or part thereof) in excess of 2.5 hectares	186.00	external	189.00	-	189.00	zero	1-Apr-25
subject to maximum total of £205,943							

OUTLINE APPLICATIONS - Erection of buildings (not dwellinghouses)

per 0.1 hectare (or part thereof) for sites not more than 1 Hectares	578.00	external	588.00	-	588.00	zero	1-Apr-25
per 0.1 hectare (or part thereof) for sites between 1 hectares and 2.5 hectares	624.00	external	635.00	-	635.00	zero	1-Apr-25
for sites more than 2.5 hectares	15,433.00	external	15,695.00	-	15,695.00	zero	1-Apr-25
In addition, for each 0.1 (or part thereof) hectare in excess of 2.5 hectares	186.00	external	189.00	-	189.00	zero	1-Apr-25
subject to maximum total of £205,943							

OUTLINE APPLICATIONS - Erection of Agricultural Buildings

the site area is less than 1 hectare for each 0.1 hectare (or part thereof) of the site area;	NEW	external	588.00	-	588.00	zero	1-Apr-25
the site area is at least 1 hectare but does not exceed 2.5 hectares, for each 0.1 hectare (or part thereof)	NEW	external	635.00	-	635.00	zero	1-Apr-25
of the site area;							
the site area exceeds 2.5 hectares, £15,695 subject to a maximum in total of £205,943.	NEW	external	15,695.00	-	15,695.00	zero	1-Apr-25
in addition for each 0.1 hectare in excess of 2.5 hectares	NEW	external	189.00	-	189.00	zero	1-Apr-25

HOUSEHOLDER APPLICATIONS

The carrying out of operations (including the erection of a building) within the curtilage of an existing	258.00	external	262.00	-	262.00	zero	1-Apr-25
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ENLARGEMENT, IMPROVEMENT OR ALTERATION OF EXISTING DWELLINGHOUSES

where the application relates to a single dwellinghouse	NEW	external	528.00	-	528.00	zero	1-Apr-25
where the application relates to two or more dwellinghouses	NEW	external	1,043.00	-	1,043.00	zero	1-Apr-25

FULL APPLICATIONS (and First Submissions of Reserved Matters)

Dwellings

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Alterations/extensions to two or more dwellings including works within boundaries	509.00	external	512.00	-	512.00	zero	1-Apr-25	
New dwellings (not more than 10), per dwelling	578.00	external	588.00	-	588.00	zero	1-Apr-25	
New dwellings (between 10 and 50)	624.00	external	635.00	-	635.00	zero	1-Apr-25	
New dwellings (more than 50)	30,860.00	external	31,385.00	-	31,385.00	zero	1-Apr-25	
In addition, for each dwelling house in excess of 50 subject to a maximum in total of £444,885	186.00	external	189.00	-	189.00	zero	1-Apr-25	
Erection of Buildings (not dwellings, agricultural, glasshouses, plant or machinery)								
Gross floor space to be created by the development:								
No increase or no more than 40m2	293.00	external	298.00	-	298.00	zero	1-Apr-25	
More than 40m2 but no more than 1000m2 cost per 75sqm of part thereof	578.00	external	588.00	-	588.00	zero	1-Apr-25	
More than 1000m2 but no more than 3750m2, cost per each 75m2 or part thereof	624.00	external	635.00	-	635.00	zero	1-Apr-25	
More than 3750m2	30,680.00	external	31,385.00	-	31,385.00	zero	1-Apr-25	
in addition, for each 75m2 in excess of 3750m2 subject to a maximum in total of £411,885	186.00	external	189.00	-	189.00	zero	1-Apr-25	
Erection of Buildings (on land used for agriculture purposes)								
Gross floor space to be created by the development:								
Not more than 465m2	120.00	external	122.00	-	122.00	zero	1-Apr-25	
More than 465m2 but not more than 540m2	578.00	external	588.00	-	588.00	zero	1-Apr-25	
More than 540m2 but not more than 1000m2, cost for first 540m2	578.00	external	588.00	-	588.00	zero	1-Apr-25	
In addition, for each 75m2 or part thereof in excess of 540m2	578.00	external	588.00	-	588.00	zero	1-Apr-25	
More than 1000sqm but not more than 4215 sqm	624.00	external	5,077.00	-	5,077.00	zero	1-Apr-25	
In addition, for each 75m2 or part thereof in excess of 1000m2	624.00	external	635.00	-	635.00	zero	1-Apr-25	
More than 4215m2	30,860.00	external	31,385.00	-	31,385.00	zero	1-Apr-25	
In addition, for each 75m2 in excess of 4215m2 subject to maximum total of £411,885	186.00	external	189.00	-	189.00	zero	1-Apr-25	
Erection of Glasshouses (on land used for the purposes of agriculture)								
Gross floor space to be created by the development:								
Not more than 465m2	120.00	external	122.00	-	122.00	zero	1-Apr-25	
More than 462sqm but not more than 1000sqm	3,225.00	external	3,280.00	-	3,280.00	zero	1-Apr-25	
More than 1000m2	3,483.00	external	3,542.00	-	3,542.00	zero	1-Apr-25	
Erection, Alteration or Replacement of Plant and Machinery								
Site Area:								
No more than 1 hectares, cost per 0.1 hectare or part thereof	578.00	external	588.00	-	588.00	zero	1-Apr-25	
More than 1 hectare but not more than 5 hectares, cost per 0.1 hectare or part thereof	624.00	external	635.00	-	635.00	zero	1-Apr-25	
More than 5 hectares	30,860.00	external	31,385.00	-	31,385.00	zero	1-Apr-25	
In addition, for each 0.1 hectare (or part thereof) in excess of 5 hectares subject to a maximum in total of £411,885	186.00	external	189.00	-	189.00	zero	1-Apr-25	

APPLICATIONS OTHER THAN BUILDING WORKS

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Car Parks, Service Roads or Other Accesses								
For existing uses	293.00	external	298.00	-	298.00	zero	1-Apr-25	
Waste (use of land for disposal of refuse or waste materials or deposit of material remaining after extraction or storage of minerals)								
Site area:								
No more than 15 hectares, cost per 0.1 hectare (or part thereof)	316.00	external	321.00	-	321.00	zero	1-Apr-25	
More than 15 hectares	47,161.00	external	47,963.00	-	47,963.00	zero	1-Apr-25	
in addition, for each 0.1 hectare (or part thereof) in excess of 15 hectares subject to a maximum in total of £107,090	186.00	external	189.00	-	189.00	zero	1-Apr-25	
Operations Connected with Exploratory Drilling for Oil or Natural Gas								
Site area:								
No more than 7.5 hectares, cost per 0.1 hectares (or part thereof)	686.00	external	698.00	-	698.00	zero	1-Apr-25	
More than 7.5 hectares	51,395.00	external	52,269.00	-	52,269.00	zero	1-Apr-25	
In addition, for each 0.1 hectare (or part thereof) in excess of 7.5 hectares subject to a maximum in total of £411,885	204.00	external	207.00	-	207.00	zero	1-Apr-25	
Operations (other than exploratory drilling) for the winning and working of oil or natural gas								
Site area:								
No more than 15 hectares, cost per 0.1 hectare (or part thereof)	347.00	external	353.00	-	353.00	zero	1-Apr-25	
More than 15 hectares	52,002.00	external	52,886.00	-	52,886.00	zero	1-Apr-25	
in addition, for each 0.1 hectare (or part thereof) in excess of 15 hectares subject to a maximum in total of £107,090	204.00	external	207.00	-	207.00	zero	1-Apr-25	
Other Operations (winning and working of minerals) excluding oil & natural gas								
Site area:								
No more than 15 hectares, cost per 0.1 hectare (or part thereof)	316.00	external	321.00	-	321.00	zero	1-Apr-25	
More than 15 hectares	47,161.00	external	47,963.00	-	47,963.00	zero	1-Apr-25	
In addition, for each 0.1 hectare (or part thereof) in excess of 15 hectares subject to a maximum total of £107,090	186.00	external	189.00	-	189.00	zero	1-Apr-25	
Other Operations (not coming within any of the above categories)								
Any site area, per 0.1 hectare (or part thereof) subject to a maximum in total of £2,578	293.00	external	298.00	0.00	298.00	zero	1-Apr-25	
Lawful Development Certificate								
Existing use - in breach of a planning condition	same as full planning fee	external	same as full planning fee	0.00	same as full planning fee	zero	1-Apr-25	
Existing use - lawful not to comply with any particular condition or limitation	293.00	external	298.00	0.00	298.00	zero	1-Apr-25	

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Proposed use or operation

half the normal planning fee	external	half the normal planning fee	0.00	half the normal planning fee	zero	1-Apr-25	
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2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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PRIOR APPROVAL

Larger Home Extensions	120.00	external	240.00	0.00	240.00	zero	1-Apr-25
Additional Storeys on a Home	120.00	external	240.00	0.00	240.00	zero	1-Apr-25
Change of use from commercial, business and service uses (Use Class E) to dwellinghouses (Part 3 Class MA) - per each proposed dwellinghouse	NEW	external	250.00	0.00	250.00	zero	1-Apr-25
Change of use of other buildings to dwellinghouses (Part 3, Classes M,N, Q)	NEW	external	240.00	0.00	240.00	zero	1-Apr-25
- if it includes buildign operations within the change of use	NEW	external	516.00	0.00	516.00	zero	1-Apr-25
Electronic Communications (part 16 Class A)	NEW	external	588.00	0.00	588.00	zero	1-Apr-25
All other applications for prior approval	NEW	external	240.00	0.00	240.00	zero	1-Apr-25

OTHER APPLICATIONS

Applications for Urgent Development, made to the Secretary of State	same as full planning fee	external	same as full planning fee	0.00	same as full planning fee	zero	1-Apr-25
Monitoring of mining and landfill sites							
- where the whole or part of the site is active	NEW	external	504.00	0.00	504.00	zero	1-Apr-25
- in any other case	NEW	external	168.00	0.00	168.00	zero	1-Apr-25
Certificates of appropriate alternative development	NEW	external	298.00	0.00	298.00	zero	1-Apr-25
Application or deemed application is made or deemed to be made by or on behalf of a club, society or other organisation (including any persons administering a trust) which is not established or conducted for profit and whose objects are the provision of facilities for sport or recreation	NEW	external	588.00	0.00	588.00	zero	1-Apr-25
Construction of new Dwelling houses (not more than 10 dwellinghouses) - per dwellinghouse	418.00	external	421.00	0.00	421.00	zero	1-Apr-25
more than 10 but not more than 50 dwellinghouses - per dwellinghouse	451.00	external	459.00	0.00	459.00	zero	1-Apr-25
More than 50 dwellinghouses	22,309.00	external	22,688.00	0.00	22,688.00	zero	1-Apr-25
In addition, for each dwelling house in excess of 50 subject to a maximum fee of £411,885	135.00	external	137.00	0.00	137.00	zero	1-Apr-25

RESERVED MATTERS

Application for approval of reserved matters following outline approval - amount due if full fee not already paid	578.00	external	588.00	0.00	588.00	zero	1-Apr-25
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APPROVAL/VARIATION/DISCHARGE OF CONDITION

Removal / Variation of a condition (to develop land without compliance to conditions previously attached)

Householder development	NEW	external	86.00	0.00	86.00	zero	1-Apr-25
Major Development	NEW	external	2,000.00				1-Apr-25
Any other case	293.00	external	596.00	0.00	596.00	zero	1-Apr-25

Discharge of conditions

Per request per Householder	43.00	external	86.00	0.00	86.00	zero	1-Apr-25
In any other case (including condition relating to the submission of a Biodiversity Gain Plan)	145.00	external	298.00	0.00	298.00	zero	1-Apr-25

Non material changes to planning permission or permission in principle:

Householder development	NEW	external	44.00				1-Apr-25
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2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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In any other case

NEW external 298.00 1-Apr-25

CHANGE OF USE

Change of use of a building to use as one or more separate dwelling houses

Per dwelling up to 10 dwellings

578.00 external 588.00 0.00 588.00 zero 1-Apr-25

More than 10 but not more than 50 dwellings

624.00 external 635.00 0.00 635.00 zero 1-Apr-25

More than 50 dwellings

30,860.00 external 31,385.00 0.00 31,385.00 zero 1-Apr-25

in addition, for each dwelling house in excess of 50 dwelling houses

186.00 external 189.00 0.00 189.00 zero 1-Apr-25

subject to a maximum in total of £411,885

Other changes of use

Building or land

578.00 external 588.00 0.00 588.00 zero 1-Apr-25

ADVERTISING

Relating to the business on the premises

165.00 external 168.00 0.00 168.00 zero 1-Apr-25

Advance signs which are not situated on or visible from the site, directing the public to a business

165.00 external 168.00 0.00 168.00 zero 1-Apr-25

Other advertisements

578.00 external 588.00 0.00 588.00 zero 1-Apr-25

APPLICATION FOR A NON-MATERIAL AMENDMENT FOLLOWING A GRANT OF A PLANNING PERMISSION

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Application in respect of:
Householder development
Major development
any other case

43.00	external	86.00	0.00	86.00	zero	1-Apr-25	
NEW	external	2,000.00	0.00	2,000.00	zero	1-Apr-25	
293.00	external	586.00	0.00	586.00	zero	1-Apr-25	

PERMISSION IN PRINCIPLE

Erection of dwellinghouses

where the application is for permission in principle, for each 0.1 (or part thereof) hectare
where the number of dwelling houses is fewer than 10 - per dwellinghouse
where the number of dwelling houses is at least 10 but no more than 50 - per dwellinghouse
where the number of dwellinghouses is more than 50 subject to a maximum total of £411,885
in addition for each dwellinghouse in excess of 50)

NEW	external	512.00	0.00	512.00	zero	1-Apr-25	
NEW	external	588.00	0.00	588.00	zero	1-Apr-25	
NEW	external	635.00	0.00	635.00	zero	1-Apr-25	
NEW	external	31,385.00	0.00	31,385.00	zero	1-Apr-25	
NEW	external	189.00	0.00	189.00	zero	1-Apr-25	

Erection of Buildings (Not Agricultural of dwellings)

where the application is for permission in principle, for each 0.1 (or part thereof) hectare
where no floor space is created by the development
where the area of gross floor space does not exceed 40 sq metres
where the area of gross floor space created by the development exceeds 40 square metres but is less than 1000 square metres, for each 75 square metres (or part thereof);
where the area of gross floor space created by the development is at least 1000 square metres but does not exceed 3750 square metres, for each 75 square metres (or part thereof);
where the area of gross floor space created by the development exceeds 3750 square metres, , subject to a maximum in total of £411,885.

NEW	external	512.00	0.00	512.00	zero	1-Apr-25	
NEW	external	298.00	0.00	298.00	zero	1-Apr-25	
NEW	external	298.00	0.00	298.00	zero	1-Apr-25	
NEW	external	588.00	0.00	588.00	zero	1-Apr-25	
NEW	external	635.00	0.00	635.00	zero	1-Apr-25	
NEW	external	£31,385*	0.00	31,385.00	zero	1-Apr-25	
NEW	external	189.00	0.00	189.00	zero	1-Apr-25	

in addition for each 75 square metres (or part thereof) in excess of 3750 square metres

Erection of buildings on Agricultural Land or Agricultural buildings

where the application is for permission in principle, for each 0.1 (or part thereof) hectare

NEW	external	512.00	0.00	512.00	zero	1-Apr-25	
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BUILDING CONTROL

Building Control Officer Hourly Rate

NEW		106.00	17.67	88.33	20.00	1-Apr-25	
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TABLE A - STANDARD CHARGES FOR NEW HOUSES

Plan Charge

No. of dwellings:

1	282.00	10.00	311.00	51.83	259.17	20.00	1-Apr-25
2	386.00	10.00	425.00	70.83	354.17	20.00	1-Apr-25
3	507.00	10.00	558.00	93.00	465.00	20.00	1-Apr-25
4	628.00	10.00	691.00	115.17	575.83	20.00	1-Apr-25
5	759.00	10.00	835.00	139.17	695.83	20.00	1-Apr-25

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Inspection Charge

No. of dwellings:

1	742.00	10.00	817.00	136.17	680.83	20.00	1-Apr-25
2	1,025.00	10.00	1,128.00	188.00	940.00	20.00	1-Apr-25
3	1,302.00	10.00	1,433.00	238.83	1,194.17	20.00	1-Apr-25
4	1,502.00	10.00	1,653.00	275.50	1,377.50	20.00	1-Apr-25
5	1,663.00	10.00	1,830.00	305.00	1,525.00	20.00	1-Apr-25

Building Notice Charge

No. of dwellings:

1	1,226.00	10.00	1,349.00	224.83	1,124.17	20.00	1-Apr-25
2	1,688.00	10.00	1,857.00	309.50	1,547.50	20.00	1-Apr-25
3	2,163.00	10.00	2,380.00	396.67	1,983.33	20.00	1-Apr-25
4	2,553.00	10.00	2,809.00	468.17	2,340.83	20.00	1-Apr-25
5	2,901.00	10.00	3,192.00	532.00	2,660.00	20.00	1-Apr-25

Note

- For 5 or more dwellings or if the floor area of a dwelling exceeds 300m² or flats over 3 storeys, the charge will be individually determined.
- All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person scheme, if this is not the case an additional charge will apply.
- The amount of the plan charge is based on the number of dwellings contained in the application.
- The inspection charge is based on the total units in the project.
- Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
- For larger building projects the Council may agree to fees being paid by instalments.

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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TABLE B - STANDARD CHARGES FOR CERTAIN SMALL BUILDINGS, EXTENSIONS AND ALTERATIONS**CATEGORY 1 - Extensions to dwellings**Plan Charge

Extension(s) - Internal floor area not exceeding 6m ²	486.00	10.00	535.00	89.17	445.83	20.00	1-Apr-25
Internal floor area over 6m ² but not exceeding 40m ²	211.00	10.00	232.00	38.67	193.33	20.00	1-Apr-25
Internal floor area over 40m ² but not exceeding 60m ²	211.00	10.00	232.00	38.67	193.33	20.00	1-Apr-25
Internal floor area over 60m ² but not exceeding 80m ²	211.00	10.00	232.00	38.67	193.33	20.00	1-Apr-25

Inspection Charge

Extension(s) - Internal floor area not exceeding 6m ²	Included in Plan Charge						
Internal floor area over 6m ² but not exceeding 40m ²	426.00	10.00	469.00	78.17	390.83	20.00	1-Apr-25
Internal floor area over 40m ² but not exceeding 60m ²	620.00	10.00	682.00	113.67	568.33	20.00	1-Apr-25
Internal floor area over 60m ² but not exceeding 80m ²	872.00	10.00	960.00	160.00	800.00	20.00	1-Apr-25

Building Notice Charge

Extension(s) - Internal floor area not exceeding 6m ²	582.00	10.00	641.00	106.83	534.17	20.00	1-Apr-25
Internal floor area over 6m ² but not exceeding 40m ²	764.00	10.00	841.00	140.17	700.83	20.00	1-Apr-25
Internal floor area over 40m ² but not exceeding 60m ²	997.00	10.00	1,097.00	182.83	914.17	20.00	1-Apr-25
Internal floor area over 60m ² but not exceeding 80m ²	1,300.00	10.00	1,430.00	238.33	1,191.67	20.00	1-Apr-25

CATEGORY 2 - Garages & Carports

Erection or extension of a detached or attached building or an extension to a dwelling;

Which consists of a garage, carport, or both, having a floor area not exceeding 40m² in total and is intended to be used in common with an existing building

Plan Charge	340.00	10.00	374.00	62.33	311.67	20.00	1-Apr-25
Inspection Charge	Included in Plan Charge						
Building Notice Charge	410.00	10.00	451.00	75.17	375.83	20.00	1-Apr-25

Where the garage extension exceeds a floor area of 40m² but does not exceed 60m²

Plan Charge	486.00	10.00	535.00	89.17	445.83	20.00	1-Apr-25
Inspection Charge	Included in Plan Charge						
Building Notice Charge	582.00	10.00	641.00	106.83	534.17	20.00	1-Apr-25

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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CATEGORY 3 - Garage Conversions

The conversion, in part or full, of an attached domestic garage to an existing dwelling into a habitable room.

Plan Charge

Inspection Charge

Building Notice Charge

332.00	10.00	366.00	61.00	305.00	20.00	1-Apr-25	
Included in Plan Charge							
397.00	10.00	437.00	72.83	364.17	20.00	1-Apr-25	

CATEGORY 4 - Loft Conversions & Dormers

Formation of a room(s) in an existing roof space, including means of access thereto.

Fees for lofts greater than 40m² are to be based on the cost of the work, subject to an agreed minimum plan charge.

Without a dormer but not exceeding 40m² in floor area*

Plan Charge

Inspection Charge

Building Notice Charge

486.00	10.00	535.00	89.17	445.83	20.00	1-Apr-25	
Included in Plan Charge							
582.00	10.00	641.00	106.83	534.17	20.00	1-Apr-25	

With a dormer but not exceeding 40m² in floor area*

Plan Charge

Inspection Charge

Building Notice Charge

215.00	10.00	237.00	39.50	197.50	20.00	1-Apr-25	
426.00	10.00	469.00	78.17	390.83	20.00	1-Apr-25	
764.00	10.00	841.00	140.17	700.83	20.00	1-Apr-25	

Note

1. Floor area is the area measured at a height of 2 metres above floor level.
 2. All the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person Scheme, if this is not the case an additional charge will apply.
 3. Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
 4. If the internal floor area, of an extension to a dwelling, exceeds 80m² Table E will apply (subject to a minimum build cost of £50,001).
 5. Loft Conversions greater than 40m² will be based on the cost of the work and Table E will apply, subject to a agreed minimum plan charge.
- ### All the above charges are on the basis that any controlled fitting of a multifuel heating device (wood burnign stove) is carried out by a person who is a member of a registered Competent Pesron Scheme. If this is not the case an additional charge will apply.

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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TABLE C - STANDARD CHARGES FOR DOMESTIC ALTERATIONS**CATEGORY 1 - Installation of replacement windows and doors***

in a dwelling where the number of windows / doors does not exceed 20

Plan Charge

Inspection Charge

Building Notice Charge

144.00	10.00	159.00	26.50	132.50	20.00	1-Apr-25	
Included in Plan Charge							
144.00	10.00	159.00	26.50	132.50	20.00	1-Apr-25	

CATEGORY 2 - Controlled Electrical work*

To a single dwelling (not carried out in conjunction with work being undertaken that falls within

Table B)

Plan Charge

Inspection Charge

Building Notice Charge

250.00	10.00	275.00	45.83	229.17	20.00	1-Apr-25	
Included in Plan Charge							
250.00	10.00	275.00	45.83	229.17	20.00	1-Apr-25	

CATEGORY 3 - Renovation of a Single Thermal Element

To a dwelling house or flat (including cavity wall insulation)

Plan Charge

Inspection Charge

Building Notice Charge

179.00	10.00	197.00	32.83	164.17	20.00	1-Apr-25	
Included in Plan Charge							
179.00	10.00	197.00	32.83	164.17	20.00	1-Apr-25	

CATEGORY 4 - Heating Appliance Installation*

Where work relates to installation of a multi-fuel heating appliance including associated flue liner/chimney and hearth to which Part J applies, and to a single dwelling by a person not registered under a Government scheme, the following charges will be applied

Plan Charge

Inspection Charge

Building Notice Charge

332.00	10.00	366.00	61.00	305.00	20.00	1-Apr-25	
Included in Plan Charge							
332.00	10.00	366.00	61.00	305.00	20.00	1-Apr-25	

CATEGORY 5 - Removal or partial removal of chimney breast(s) within a dwelling

Plan Charge

Inspection Charge

Building Notice Charge

279.00	10.00	307.00	51.17	255.83	20.00	1-Apr-25	
Included in Plan Charge							
279.00	10.00	307.00	51.17	255.83	20.00	1-Apr-25	

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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CATEGORY 6 - Removal of wall and insertion of 1 or 2 steel beams up to a maximum

span of 4 metres

Plan Charge

Inspection Charge

Building Notice Charge

279.00	10.00	307.00	51.17	255.83	20.00	1-Apr-25	
Included in Plan Charge							
279.00	10.00	307.00	51.17	255.83	20.00	1-Apr-25	

Note

1. * Not carried out and registered under by a Competent Person Scheme
2. Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
3. If three or more items listed in table C (above) are proposed then please refer to Table E (subject to a minimum plan charge equal to a minimum build cost of £10,001)

TABLE D - OTHER NON-DOMESTIC WORK : EXTENSIONS AND NEW BUILD & THERMAL IMPROVEMENTS**CATEGORY 1 - Extension(s) - Internal floor area not exceeding 6m²**

Plan Charge

Inspection Charge

Building Notice Charge

486.00	10.00	535.00	89.17	445.83	20.00	1-Apr-25	
Included in Plan Charge							
Not applicable							

CATEGORY 2 - Internal floor area over 6m² but not exceeding 40m²

Plan Charge

Inspection Charge

Building Notice Charge

215.00	10.00	237.00	39.50	197.50	20.00	1-Apr-25	
426.00	10.00	469.00	78.17	390.83	20.00	1-Apr-25	
Not applicable							

CATEGORY 3 - Internal floor area over 40m² but not exceeding 80m²

Plan Charge

Inspection Charge

Building Notice Charge

215.00	10.00	237.00	39.50	197.50	20.00	1-Apr-25	
620.00	10.00	682.00	113.67	568.33	20.00	1-Apr-25	
Not applicable							

CATEGORY 4 - Renovation of a single thermal element - cost up to £20,000*

Plan Charge

Inspection Charge

Building Notice Charge

258.00	10.00	284.00	47.33	236.67	20.00	1-Apr-25	
Included in Plan Charge							
Not applicable							

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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CATEGORY 5 - Replacement of non-domestic windows*, not exceeding 20

Plan Charge

Inspection Charge

Building Notice Charge

191.00	10.00	211.00	35.17	125.00	20.00	1-Apr-25	
Included in Plan Charge							
Not applicable							

Note

- * Where cost exceeds £20,000 the charge is individually determined.
- Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
- Floor area is the area measured at a height of 2 metres above floor level.
- If the internal floor area exceeds 80m² Table E will apply (subject to a minimum plan charge equal to a minimum build cost of £50,001)

TABLE E - STANDARD CHARGES FOR ALL OTHER WORK NOT IN TABLES A, B, C & D

(excludes individually determined charges)

Plan Charge

Estimated Cost

from £0 - £2,000

£2,001 - £5,000

£5,001 - £7,000

£7,001 - £10,000

£10,001 - £20,000

£20,001 - £30,000

£30,001 - £40,000

£40,001 - £50,000

£50,001 - £75,000

£75,001 - £100,000*

279.00	10.00	307.00	51.17	255.83	20.00	1-Apr-25	
332.00	10.00	366.00	61.00	305.00	20.00	1-Apr-25	
358.00	10.00	394.00	65.67	328.33	20.00	1-Apr-25	
377.00	10.00	415.00	69.17	345.83	20.00	1-Apr-25	
123.00	10.00	136.00	22.67	113.33	20.00	1-Apr-25	
145.00	10.00	160.00	26.67	133.33	20.00	1-Apr-25	
184.00	10.00	203.00	33.83	169.17	20.00	1-Apr-25	
227.00	10.00	250.00	41.67	208.33	20.00	1-Apr-25	
279.00	10.00	307.00	51.17	255.83	20.00	1-Apr-25	
358.00	10.00	394.00	65.67	328.33	20.00	1-Apr-25	

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Inspection Charge

Estimated Cost

from £0 - £2,000

£2,001 - £5,000

£5,001 - £7,000

£7,001 - £10,000

£10,001 - £20,000

£20,001 - £30,000

£30,001 - £40,000

£40,001 - £50,000

£50,001 - £75,000

£75,000 - £100,000*

Included in Plan Charge

Included in Plan Charge

Included in Plan Charge

Included in Plan Charge

377.00	10.00	415.00	69.17	345.83	20.00	1-Apr-25
501.00	10.00	552.00	92.00	460.00	20.00	1-Apr-25
585.00	10.00	644.00	107.33	536.67	20.00	1-Apr-25
676.00	10.00	744.00	124.00	620.00	20.00	1-Apr-25
833.00	10.00	917.00	152.83	764.17	20.00	1-Apr-25
1,061.00	10.00	1,168.00	194.67	973.33	20.00	1-Apr-25

Building Notice Charge

Estimated Cost

from £0 - £2,000

£2,001 - £5,000

£5,001 - £7,000

£7,001 - £10,000

£10,001 - £20,000

£20,001 - £30,000

£30,001 - £40,000

£40,001 - £50,000

£50,001 - £75,000

£75,000 - £100,000*

333.00	10.00	367.00	61.17	305.83	20.00	1-Apr-25
397.00	10.00	437.00	72.83	364.17	20.00	1-Apr-25
427.00	10.00	470.00	78.33	391.67	20.00	1-Apr-25
452.00	10.00	498.00	83.00	415.00	20.00	1-Apr-25
597.00	10.00	657.00	109.50	547.50	20.00	1-Apr-25
770.00	10.00	847.00	141.17	705.83	20.00	1-Apr-25
914.00	10.00	1,006.00	167.67	838.33	20.00	1-Apr-25
1,079.00	10.00	1,187.00	197.83	989.17	20.00	1-Apr-25
1,326.00	10.00	1,459.00	243.17	1,215.83	20.00	1-Apr-25
1,697.00	10.00	1,867.00	311.17	1,555.83	20.00	1-Apr-25

Note

1. *Where cost exceeds £100,000 the charge is individually determined.
2. Unless otherwise agreed, schemes exceeding one year in duration may be subject to an additional charge.
3. In respect of domestic work the above charges are on the basis that any controlled electrical work is carried out by a person who is a member of a registered Competent Person scheme. If this is not the case an additional charge will apply, see Table C

TABLE F - DEMOLITION CHARGE

Application to demolish existing property under Section 80 of the Building Act 1984 and issuing the counter notice under Section 81 of the Building Act 1984

235.00	10.00	259.00	0.00	259.00	zero	1-Apr-25
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2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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TABLE G - OTHER CHARGES**CATEGORY 1 - Copy of Completion certificates**

34.00	10.00	38.00	6.33	31.67	20.00	1-Apr-25	
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CATEGORY 2 - Copy Decision Notices

34.00	10.00	38.00	6.33	31.67	20.00	1-Apr-25	
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CATEGORY 3 - Withdrawal of an application and any associated changes

Charge per hour subject to a minimum charge of £106.00

96.00	10.00	106.00	17.67	88.33	20.00	1-Apr-25	
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CATEGORY 4- Supply of non-standard data and information, including responding to

Solicitor enquiries

Charge per hour subject to a minimum charge of £106.00

96.00	10.00	106.00	17.67	88.33	20.00	1-Apr-25	
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2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Note

- Where a **'Full Plans'** application is made, in most cases a plan charge is payable at the time of application and an invoice for the inspection charge will be sent following the first inspection on site.
- For a **'Regularisation'** application (related to unauthorised work) fees are individually determined but will be subject to a minimum of 150% of the associated net charge(s).
No Vat is payable on a Regularisation Charge.
- Charges in **Table E** are based upon an estimated cost, which means a reasonable estimate (excluding Vat) that would be charged for carrying out all the work, by a professional contractor.
No reductions are made for DIY proposals.
- When it is intended to carry out **additional work** on a dwelling at the same time as any work in **Table B** then the charge for this additional work may be discounted by 25%, subject to a maximum estimated cost of £20,000.
- When it is intended to carry out more than one extension to a dwelling, the areas of the extensions may be aggregated in determining a total internal floor area to which the fee may then be applied.
Please note however, the area of loft conversions or garage conversions may not be aggregated to an extension but a 25% discount can be applied.
- For work that is an electrical installation only, such as rewiring, use **Table C**.
All other installation work should be included in the overall charges.
- For a **"Reversion"** application fees are individually determined.
- For applications that are due to **start on site immediately**, both Plan Fee and Inspection Fee are payable when submitting the application.
Please be advised that if you commence works prior to receiving Building Regulations approval, you do so at your own risk.
- For current and active Local Authority Building Control Partnership customer fees will be individually determined.
- Costs cannot be discounted across separate applications

MARKETS

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Deposit for new tenants taking a unit in the Market	222.00	3.50	230.00	38.33	191.67	20.00	1-Apr-25	
Hourly charge for additional opening outside of normal hours for trader access	68.00	2.00	70.00	11.67	58.33	20.00	1-Apr-25	
Lease preparation fee	266.00	2.00	272.00	45.33	226.67	20.00	1-Apr-25	
New product line addition to existing user clause to include deed of variation costs.	332.00	2.00	339.00	56.50	282.50	20.00	1-Apr-25	
Call put to an alarm activation resulting from Traders unit/action plus alarm call out costs.	34.00	2.00	35.00	5.83	29.17	20.00	1-Apr-25	
Electricity recharge late payment fee per week o/s to cover cost of reminders for payment	15.00	2.00	16.00	2.67	13.33	20.00	1-Apr-25	
Provision of payment schedule for disputed rent – repayable if a rent error made.	28.00	2.00	29.00	4.83	24.17	20.00	1-Apr-25	
Per Copy of Rent invoice required	9.00	2.00	10.00	1.67	8.33	20.00	1-Apr-25	
Represented cheque or Direct Debit payment refused by bankers	21.00	2.00	22.00	3.67	18.33	20.00	1-Apr-25	
Assignment of lease with existing user clause to cover council's legal costs in preparation of deed and to reflect element of value of assignment to existing trader selling on their business	266.00	2.00	272.00	45.33	226.67	20.00	1-Apr-25	
Assignment of lease as above but with additional and or change of user clause.	332.00	2.00	339.00	56.50	282.50	20.00	1-Apr-25	
Per letter relating to breaches of Market Regulations	28.00	2.00	29.00	4.83	24.17	20.00	1-Apr-25	
Per day breach of user clause to reflect unfair trading advantage gained by selling of unauthorised product.	28.00	2.00	29.00	4.83	24.17	20.00	1-Apr-25	
Penalty Fee per hour in relation to arriving late to open and or leaving early to close. (Funds to be paid into Advertising fund).	34.00	2.00	35.00	5.83	29.17	20.00	1-Apr-25	
Non-attendance on Designated Market Days and/or Christmas Sundays and Late Night Thursdays. (Funds to be paid into Advertising fund).	134.00	2.00	137.00	22.83	114.17	20.00	1-Apr-25	
Remedy of breach and withdrawal of court action by the Council after court action has been scheduled.	332.00	2.00	339.00	56.50	282.50	20.00	1-Apr-25	

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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RESOURCES**REVENUES & BENEFITS****LOCAL TAXATION**

Council Tax Summons	75.00	2.00	77.00	-	77.00	zero	1-Apr-25
Council Tax Liability Order	20.00	2.00	20.00	-	20.00	zero	1-Apr-25
NNDR Summons	105.00	2.00	107.00	-	107.00	zero	1-Apr-25
NNDR Liability Order	20.00	2.00	20.00	-	20.00	zero	1-Apr-25

LEGAL & DEMOCRATIC SERVICES**LEGAL FEES**

Note 1. Vat is chargeable on the fees if vat is payable on the consideration or rent.

*** These fees may be charged at a higher level in accordance with, for example, the work involved in more complex cases.**

Rounded to nearest £5

Disposals

Sale of Garden plot	325.00	2.00	330.00	-	330.00	see note 1	1-Apr-25
Sale of any other land	670.00	2.00	685.00	-	685.00	see note 1	1-Apr-25
Small Scale Building Licence	670.00	2.00	685.00	-	685.00	see note 1	1-Apr-25
Building Licence	1,565.00	2.00	1,595.00	-	1,595.00	see note 1	1-Apr-25
Sealing of documents	70.00	2.00	70.00	-	70.00	see note 1	1-Apr-25

Landlord & Tenant

Contracted out' short term lease/licences	670.00	2.00	685.00	-	685.00	see note 1	1-Apr-25
Longer term business lease	1,120.00	2.00	1,140.00	-	1,140.00	see note 1	1-Apr-25
Underlease - Brunshaw / Anglesey	560.00	2.00	570.00	-	570.00	see note 1	1-Apr-25
Licence to Assign	465.00	2.00	475.00	-	475.00	see note 1	1-Apr-25
Licence for Alterations	465.00	2.00	475.00	-	475.00	see note 1	1-Apr-25
Licence for Change of Use	465.00	2.00	475.00	-	475.00	see note 1	1-Apr-25
Licence to Assign (combined with licence for alterations / change of use)	780.00	2.00	795.00	-	795.00	see note 1	1-Apr-25
Licence to Underlet	780.00	2.00	795.00	-	795.00	see note 1	1-Apr-25
Licence to Underlet (combined with licence for alterations / change of use)	1,120.00	2.00	1,140.00	-	1,140.00	see note 1	1-Apr-25
Surrenders	465.00	2.00	475.00	-	475.00	see note 1	1-Apr-25
Letter of consent to assign (long leaseholds at nominal rent)	74.00-184.00	2.00	76.00-190.00	-	70.00-175.00	see note 1	1-Apr-25
Registration of Assignment or Underlease	70.00	2.00	70.00	-	70.00	see note 1	1-Apr-25
Grant of Easements or Rights	475.00	2.00	485.00	-	485.00	see note 1	1-Apr-25
Deed of Variation	475.00	2.00	485.00	-	485.00	see note 1	1-Apr-25

2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Planning

Section 106 Agreements (minimum charge)

655.00	2.00	670.00	-	670.00	o/s scope	1-Apr-25	
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Mortgages

Vacating Receipts

Notice of Charge

Mortgage Questionnaire

Mortgage scheme no longer provided

Mortgage scheme no longer provided

Mortgage scheme no longer provided

Miscellaneous

Copy Documents - per A4 sheet (minimum £10)

0.50	2.00	0.50	-	0.50	see note 1	1-Apr-25	
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Land Charges**Note: CON29 elements of Land Charges are now vatable at the standard rate**

CON29R

155.10	-	155.10	25.85	129.25	standard	1-Apr-25	
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Each Additional Parcel of Land

27.50	-	27.50	4.58	22.92	standard	1-Apr-25	
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Each Optional CON29O Enquiry (Q5 - 20)

5.50	-	5.50	0.92	4.58	standard	1-Apr-25	
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Each Optional CON29O Enquiry (Q4 Q21 & Q22)

38.50	-	38.50	6.42	32.08	standard	1-Apr-25	
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Each Additional Enquiry

34.10	-	34.10	5.68	28.42	standard	1-Apr-25	
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ROOM HIRE**Burnley Town Hall - Room Hire****Meetings**

Mornings - 8am to 1pm

107.10	2.00	109.25	-	109.25	zero	1-Apr-25	
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Afternoon - 1pm to 6pm

107.10	2.00	109.25	-	109.25	zero	1-Apr-25	
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Evening - 6pm to 10pm

107.10	2.00	109.25	-	109.25	zero	1-Apr-25	
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2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
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Others

Mornings - 8am to 1pm	107.10	2.00	109.25	-	109.25	zero	1-Apr-25
Afternoon - 1pm to 6pm	107.10	2.00	109.25	-	109.25	zero	1-Apr-25
Evening - 6pm to 10pm	107.10	2.00	109.25	-	109.25	zero	1-Apr-25

Parker Lane - Room Hire

Mornings - 8am to 1pm	107.10	2.00	109.25	-	109.25	zero	1-Apr-25
Afternoon - 1pm to 6pm	107.10	2.00	109.25	-	109.25	zero	1-Apr-25
Evening - 6pm to 10pm	107.10	2.00	109.25	-	109.25	zero	1-Apr-25

FINANCE & PROPERTY SERVICES**PROPERTY TEAM****GARAGE SITES**

Increased charges will be implemented at the next billing date following 1st April

Note : 3 months notice is required to increase rents for garage

sites & garden plots

Per plot, per annum	102.42	20.00	122.90	20.48	102.42	20.00	1-Apr-25
Concession for registered disabled	11.41	20.00	13.69	2.28	11.41	20.00	1-Apr-25
Admin fee for setting up of new tenancy agreements	58.15	2.00	59.30	9.88	49.42	20.00	1-Apr-25

GARDEN PLOTS

Increased charges will be implemented at the next billing date following 1st April

Per square yard, per annum	0.7316	20.00	0.8779	-	0.8779	zero	1-Apr-25
Grant of Garden Tenancy	48.46	2.00	49.42	-	49.42	zero	1-Apr-25
Service of Notices on Garden Tenancies (Set in TA terms at £50)	41.95	2.00	42.80	-	42.80	see note 1	1-Apr-25

Note : The rents of garage sites & garden plots are only being reviewed and increased every 3 years due to the administrative cost of writing to inform tenants.

The last review was undertaken during 2021/22 of appropriate market rentals.

PROPERTY SURVEYOR FEES

These fees/charges are for general guidance.

These fees may be negotiated at higher level in accordance with the work involved in more complex cases.

Note 1 - Vat is not chargeable on the fees/charges unless VAT is payable on the consideration or rent.

Disposals

Sale of Garden plot	267.70	2.00	273.05	-	273.05	see note 1	1-Apr-25
Sale of any other land (minimum charge or 1% of sale price whichever is higher)	444.25	2.00	453.15	-	453.15	see note 1	1-Apr-25
Building Licence (minimum charge but depending on size/complexity)	888.60	2.00	906.35	-	906.35	see note 1	1-Apr-25
Freehold Reversion	267.70	2.00	273.05	-	273.05	see note 1	1-Apr-25

Landlord & Tenant

Contracted out short term lease	311.25	2.00	317.50	-	317.50	see note 1	1-Apr-25
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BURNLEY BOROUGH COUNCIL INCOME TARIFF FROM 1ST APRIL 2025

Appendix A

	2024/25 Gross Fees £	% inc 2.0%	2025/26 Gross Fees £	Vat included in fee	2025/26 Net Fee	Vat Rate	Date of Fee Increase	Discounted Rates/Off Peak (where applicable)
Longer term business lease	444.25	2.00	453.15	-	453.15	see note 1	1-Apr-25	
Grant of Garden Tenancy	49.25	2.00	50.25	-	50.25	see note 1	1-Apr-25	
Service of Notices on Garden Tenancies	41.95	2.00	42.80	-	42.80	see note 1	1-Apr-25	
Underlease - Brunshaw / Anglesey	311.25	2.00	317.50	-	317.50	see note 1	1-Apr-25	
Renewal Lease	311.25	2.00	317.50	-	317.50	see note 1	1-Apr-25	
Licence to Assign	295.25	2.00	301.15	-	301.15	see note 1	1-Apr-25	
Licence for Alterations	354.65	2.00	361.75	-	361.75	see note 1	1-Apr-25	
Licence for Change of Use	311.25	2.00	317.50	-	317.50	see note 1	1-Apr-25	
Licence to Assign (combined with licence for alterations/change of use)	444.25	2.00	453.15	-	453.15	see note 1	1-Apr-25	
Licence to Underlet	354.65	2.00	361.75	-	361.75	see note 1	1-Apr-25	
Licence to Underlet (combined with licence for alterations/change of use)	444.25	2.00	453.15	-	453.15	see note 1	1-Apr-25	
Letter of consent to assign (long leaseholds at nominal rent)	min 108.00		min 108.00		min 108.00	see note 1	1-Apr-25	
Planning								
Site Compound Licence	295.25	2.00	301.15	-	301.15	see note 1	1-Apr-25	
Copy Documents - per A4 sheet	0.60	2.00	0.60	0.10	0.50	20.00	1-Apr-25	
Pavement Café Licences								
Initial licence set up *	100.00	200.00	300.00	-	300.00	exempt		
Annual renewal/change of licensee*	100.00	100.00	200.00	-	200.00	exempt		

*Locally set maximum charge within Statutory maximum levels set by legislation

BURNLEY BUS STATION - these are calculated once the annual bus station budget is approved in February each year

Bus Station departure charges are calculated using pence to 4 decimal places

Per Departure - Standard bus / Minibus	2.3271	3.00	To be determined	To be determined	To be determined	20.00	1-Apr-25
Per Departure - Long (coach)	2.6867	3.00	To be determined	To be determined	To be determined	20.00	1-Apr-25

(The net fee is increased and then VAT added)