

2025/26

Fees and Charges

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Lines coloured grey are statutory fees and not set by the Council

VAT INDICATORS

SS Standard rated sales

SZ Zero rated sales

SO Sales outside the scope of VAT

SE Sales exempt from VAT

Note: Fees and charges are inclusive of VAT where appropriate. The Council reserve the right to change the VAT indicator should the relevant legislation change.

NB: Planning fees - these will be updated when advised by Central Government.

LOCAL LAND CHARGES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Local Land Charges					
CON 29 Form - Residential Search					
Part 1					
Standard enquiries**					
- One parcel of land	73.50	77.17	3.67	5%	SS
- Each additional parcel	35.00	36.00	1.00	3%	SS
CON 29 Form - Non-Residential Search					
- Each additional parcel	New	105.00	New	New	SS
	New	36.00	New	New	SS
Express Expedited Search Additional Fee					
	New	30.00	New	New	SS
Part 2					
Optional enquiry (printed enquiry)	15.00	15.00	0.00	0%	SS
Each additional enquiry	15.00	15.00	0.00	0%	SS
Local Land Charge 1 Only					
Whole or Part of the Register	15.00	15.00	0.00	0%	SO
Each additional parcel	10.00	10.00	0.00	0%	SO

** Includes £23.00 fee paid to Hertfordshire County Council for answering highways questions. The Council reserves the right to increase its fees if Hertfordshire County Council increase this fee from 2025/26.

Common Land Registration	18.50	19.00	0.50	3%	SS
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ELECTORAL REGISTRATION

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Register of Electors					
Paper*					
- base fee	10.00	10.00	0.00	0%	SO
- additional charge per 1,000 (or part) elector names	5.00	5.00	0.00	0%	SO
Data*					
- base fee	20.00	20.00	0.00	0%	SO
- additional charge per 1,000 (or part) elector names	1.50	1.50	0.00	0%	SO
Confirmation of current register residence	16.00	16.50	0.50	3%	SS
Street Index to register	20.00	20.00	0.00	0%	SO
Marked Register and Marked Postal Voters List					
Paper *					
- base fee	10.00	10.00	0.00	0%	SO
- additional charge per 1,000 (or part) elector names	2.00	2.00	0.00	0%	SO
Data*					
- base fee	10.00	10.00	0.00	0%	SO
- additional charge per 1,000 (or part) elector names	1.00	1.00	0.00	0%	SO

* Statutory charges

LEGAL

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Land/Licence Transactions					
Licence to Assign and/or for change of use	670.00	684.00	14.00	2.1%	SS
Licence to Assign with Rent Deposit or AGA	795.00	811.00	16.00	2.0%	SS
All three documents	915.00	934.00	19.00	2.1%	SS
Licence to Underlet	730.00	745.00	15.00	2.1%	SS
Licence for Alterations	665.00	679.00	14.00	2.1%	SS
Registration Fee -					
Notice of Assignment	111.00	114.00	3.00	2.7%	SO
Notice Assignment and Charge combined	111.00	114.00	3.00	2.7%	SO
Charges for new Lease by agreement with Legal Services per hour	123.00	126.00	3.00	2.4%	SS
Transfers of land for £1,000 or less no contract	795.00	811.00	16.00	2.0%	SS
Registered Title	915.00	934.00	19.00	2.1%	SS
Unregistered Title					
Grazing Licences	612.00	624.00	12.00	2.0%	SS
Deeds of Grant Easements	612.00	624.00	12.00	2.0%	SS
Small Standard Licences for Rights of Way, Cultivating highway land	488.00	498.00	10.00	2.0%	SS
Simple Deeds of Variation/Rectification	546.00	557.00	11.00	2.0%	SS
Postponement Fee	97.00	99.00	2.00	2.1%	SS
Providing DS1 (if not included in a redemption fee)	97.00	99.00	2.00	2.1%	SS
Leasehold Enquiries	122.00	125.00	3.00	2.5%	SS
Administration and copying charges for providing copy RTB/JV Leases	49.00	50.00	1.00	2.0%	SS
Section 38 Agreements					
To prepare an agreement for a developer normal hourly rate per hour. For a copy of a completed agreement £40.00 plus £4.50 per plan up to A3 plus £35.00 per plan over A3 size					SS
Section 106 Agreements					
To prepare an agreement for a developer normal hourly rate per hour. To check a standard form unilateral agreement sent out with the planning decision notification £180. For a copy of a completed agreement £35.00 plus £5 per plan up to A3 plus £32.00 per plan over A3 size					SS
S106 Unilateral Undertakings	345.00	360.00	15.00	4.3%	SS

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT
	2024/25	2025/26	from	from	Indicator
	£	£	2024/25	2024/25	
			£	%	
FEES FOR PLANNING APPLICATIONS					
All applications for planning permission with the exception of those types of application set out in H below are required by Government legislation to be accompanied by a fee. If the need for more detailed information arises the Town and Country Planning (Fees Applications, Deemed Applications, Requests and Site Visits)(England) Regulations (2012)(as amended) should be consulted.					
TYPE OF APPLICATION					
A. OUTLINE APPLICATIONS FOR THE ERECTION OF DWELLING HOUSES					
- Not more than 0.5 Hectares	578.00	578.00	0.00	0.0%	SO
- Between 0.5 and 2.5 Hectares	624.00	624.00	0.00	0.0%	SO
- More than 2.5 Hectares	15,433.00	15,433.00	0.00	0.0%	SO
plus £186 for each additional 0.1 hectare in excess of 2.5					
Maximum fee £202,500					
OUTLINE APPLICATIONS FOR THE ERECTION OF BUILDINGS (NOT DWELLING HOUSES)					
- Not more than 1 Hectare	578.00	578.00	0.00	0.0%	SO
- Between 1 and 2.5 Hectares (for each 0.1 Hectare)	624.00	624.00	0.00	0.0%	SO
- More than 2.5 Hectares	15,433.00	15,433.00	0.00	0.0%	SO
plus £186 for each additional 0.1 hectare in excess of 2.5					
Maximum fee £202,500					
FULL APPLICATIONS (and first submissions of Reserved Matters or Technical Details Consent)					
Alterations/extensions to dwelling houses, including works within boundaries					
- Single dwelling house or single flat	258.00	258.00	0.00	0.0%	SO
- Two or more dwelling houses or flats	509.00	509.00	0.00	0.0%	SO
The erection of dwelling houses					
- Not more than 10 dwelling houses (per dwelling house)	578.00	578.00	0.00	0.0%	SO
- Between 10 and 50 dwelling houses (per dwelling house)	624.00	624.00	0.00	0.0%	SO
- More than 50 dwelling houses	30,860.00	30,860.00	0.00	0.0%	SO
plus £186 for each additional dwelling house in excess of 50					
maximum fee of £405,000.					
ERECTION OF BUILDINGS (not dwelling houses, agricultural, glasshouses, plant nor machinery)					
Gross floorspace to be created by the development					
- No increases in gross floorspace or no more than 40 sqm	293.00	293.00	0.00	0.0%	SO
- More than 40 but no more than 1,000 sqm (for each 75 sqm or part thereof)	578.00	578.00	0.00	0.0%	SO
- Between 1,000 and 3,750 sqm (for each 75 sqm or part thereof)	624.00	624.00	0.00	0.0%	SO
- More than 3,750 sqm	30,680.00	30,680.00	0.00	0.0%	SO
plus £186 for each additional 75 sqm (or part thereof) in excess of 3,750 sqm. Maximum fee £405,000.					
ERECTION OF BUILDINGS (on land used for agriculture for agricultural purposes)					

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Gross floorspace to be created by the development					
- Not more than 465 sqm	120.00	120.00	0.00	0.0%	SO
- More than 465 but not more than 540 sqm	578.00	578.00	0.00	0.0%	SO
- More than 540 but not more than 1000 sqm for the first 540sqm plus £578 for each additional 75 sqm in excess of 540 sqm	578.00	578.00	0.00	0.0%	SO
- Between 1,000 sqm and 4,215sqm for first 1,000 sqm plus £624 for each additional 75 sqm in excess of 1,000 sqm	624.00	624.00	0.00	0.0%	SO
- More than 4215sqm plus £186 for each additional sqm (or part thereof) in excess of 4215sqm. Maximum fee of £405,000.	30,860.00	30,860.00	0.00	0.0%	SO
ERECTION OF GLASSHOUSES (on land used for agriculture for agricultural purposes)					
Gross floorspace to be created by the development					
- Not more than 465 sqm	120.00	120.00	0.00	0.0%	SO
- More than 465 but not more than 1,000 sqm	3,225.00	3,225.00	0.00	0.0%	SO
- 1,000 sqm or more	3,483.00	3,483.00	0.00	0.0%	SO
ERECTION/ALTERATIONS/REPLACEMENT OF PLANT AND MACHINERY					
- Not more than 1 Hectare (for each 0.1 Hectare)	578.00	578.00	0.00	0.0%	SO
- More than 1 Hectare but not more than 5 Hectares (for each 0.1 Hectare)	624.00	624.00	0.00	0.0%	SO
- More than 5 Hectares plus £186 for each additional 0.1 Hectare in excess of 5 Hectares. Maximum fee of £405,000.	30,860.00	30,860.00	0.00	0.0%	SO
APPLICATIONS OTHER THAN BUILDING WORKS					
Car Parks, service roads or other access (for existing uses)	293.00	293.00	0.00	0.0%	SO
Waste (use of land for disposal or refuse or waste materials)					
- Not more than 15 Hectares (for each 0.1 Hectare)	316.00	316.00	0.00	0.0%	SO
- More than 15 Hectares plus £186 for each additional 0.1 Hectare. Maximum fee of £105,300	47,161.00	47,161.00	0.00	0.0%	SO
Operations connected with exploratory drilling for oil or natural gas					
- Not more than 7.5 Hectares (for each 0.1 Hectare)	686.00	686.00	0.00	0.0%	SO
- More than 15 Hectares plus £204 for each additional 0.1 Hectare in excess of 7.5 Hectares. Maximum fee £405,000.	51,395.00	51,395.00	0.00	0.0%	SO
Operations (other than exploratory drilling) for the winning and working of oil or natural gas					
- Not more than 15 Hectares (for each 0.1 Hectare)	347.00	347.00	0.00	0.0%	SO
- More than 15 Hectares plus additional £204 for each 0.1 hectare in excess of 15 hectares. Maximum fee of £105,300	52,002.00	52,002.00	0.00	0.0%	SO
Other operations (not coming within any of the above categories)					
- Any site area (for each 0.1 hectare. Maximum fee of £2,535)	293.00	293.00	0.00	0.0%	SO

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT Indicator	
	2024/25	2025/26	2024/25	2024/25		
	£	£	£	%		
Change of use of a building to use as one or more separate dwelling houses or other cases						
- Not more than 10 dwelling houses (for each dwelling house)	578.00	578.00	0.00	0.0%	SO	
- Between 10 and 50 dwelling houses (for each dwelling house)	624.00	624.00	0.00	0.0%	SO	
- More than 50 dwelling houses plus £186 for each additional dwelling house in excess of 50. Maximum fee of £405,000	30,860.00	30,860.00	0.00	0.0%	SO	
Other Changes of Use of a building or land	578.00	578.00	0.00	0.0%	SO	
LAWFUL DEVELOPMENT CERTIFICATE						
- Existing use or operation			Full planning fee due	0.00	0.0%	SO
- Existing use or operation - lawful not to comply with any condition or limitation	293.00	293.00	0.00	0.0%	SO	
- Proposed use or operation			Half the normal planning fee	0.00	0.0%	SO
PRIOR APPROVAL (UNDER PERMITTED DEVELOPMENT)						
Larger Home Extension	120.00	120.00	0.00	0.0%	SO	
Additional storeys on a home	120.00	120.00	0.00	0.0%	SO	
Agricultural and Forestry buildings & operations	120.00	120.00	0.00	0.0%	SO	
Demolition of buildings	120.00	120.00	0.00	0.0%	SO	
Communications (previously referred to as 'Telecommunications Code Systems Operators')	578.00	578.00	0.00	0.0%	SO	
Prior approval continued						
Change of use from Commercial/Business/Service (Use Class E), or Betting Office or Pay Day Loan Shop to mixed use including up to two flats (Use Class C3)	120.00	120.00	0.00	0.0%	SO	
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) to a State Funded School	120.00	120.00	0.00	0.0%	SO	
Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School	120.00	120.00	0.00	0.0%	SO	
Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible commercial use within Commercial/Business/Service (Use Class E), Storage or Distribution (Use Class B8), or Hotels (Use Class C1)	120.00	120.00	0.00	0.0%	SO	
Change of Use of a building and any land within its curtilage from Commercial/Business/Service (Use Class E) to Dwellinghouses (Use Class C3) - fee for each dwelling house	125.00	125.00	0.00	0.0%	SO	
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	125.00	125.00	0.00	0.0%	SO	
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3) if it includes building operations in connection with the change of use	258.00	258.00	0.00	0.0%	SO	

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25 £	2025/26 £	2024/25 £	2024/25 %	
Change of use of a building from Betting Office, Pay Day Loan Shop, Launderette; a mixed use combining one of these uses and use as Dwellinghouse(s); or Hot Food Takeaways to Dwellinghouses (Use Class C3)	120.00	120.00	0.00	0.0%	SO
As above and if it includes building operations in connection with the change of use	258.00	258.00	0.00	0.0%	SO
Change of Use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos to Dwellinghouses (Use Class C3)	120.00	120.00	0.00	0.0%	SO
As above and if it includes building operations in connection with the change of use	258.00	258.00	0.00	0.0%	SO
Temporary Use of Buildings or Land for the Purpose of Commercial Film-Making and the Associated Temporary Structures, Works, Plant or Machinery required in Connection with that Use	120.00	120.00	0.00	0.0%	SO
Provision of Temporary School Buildings on Vacant Commercial Land and the use of that land as a State-funded School for up to 3 Academic Years	120.00	120.00	0.00	0.0%	SO
Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	120.00	120.00	0.00	0.0%	SO
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	120.00	120.00	0.00	0.0%	SO
Erection, extension, or alteration of a university building	120.00	120.00	0.00	0.0%	SO
Movable structure within the curtilage of a historic visitor attraction, or listed pub/restaurant/etc	120.00	120.00	0.00	0.0%	SO
Erection, extension or alteration on a closed defence site by or on behalf of the Crown of single living accommodation and/or non-residential buildings	120.00	120.00	0.00	0.0%	SO
Construction of new dwellings					
- Not more than 10 dwelling (fee for each dwelling house)	418.00	418.00	0.00	0.0%	SO
- Between 10 and 50 dwellings (fee for each dwelling house)	451.00	451.00	0.00	0.0%	SO
- More than 50 dwellings plus £135 for each dwellinghouse in excess of 50. Maximum fee of £405,000	22,309.00	22,309.00	0.00	0.0%	SO
RESERVED MATTERS					
- Approval of Reserved Matters following outline approval		Full fee due	0.00	0.0%	SO
- Approval of Reserved Matters following outline approval, if the full fee has already been paid	578.00	578.00	0.00	0.0%	SO
REMOVAL/VARIATION/APPROVAL/DISCHARGE OF CONDITION					
- Removal or variation of condition following grant of permission	293.00	293.00	0.00	0.0%	SO
- Discharge of conditions - Householder	43.00	43.00	0.00	0.0%	SO
- All other permissions	145.00	145.00	0.00	0.0%	SO
ADVERTISING					
Relating to the business on the premises	165.00	165.00	0.00	0.0%	SO
Advance signs which are not situated on or visible from the site - directing the public to the business	165.00	165.00	0.00	0.0%	SO
Other advertisements	578.00	578.00	0.00	0.0%	SO

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
NON MATERIAL AMENDMENT FOLLOWING GRANT OF PLANNING PERMISSION					
Householder developments	43.00	43.00	0.00	0.0%	SO
Any other development	293.00	293.00	0.00	0.0%	SO
PERMISSION IN PRINCIPLE					
Site Area (for each 0.1 Hectare)	503.00	503.00	0.00	0.0%	SO
APPLCIATION TYPES WITH NO FEE					
Listed Building Consent	0.00	0.00	0.00	0.0%	SO
Planning Permission for relevant demolition in a Conservation A	0.00	0.00	0.00	0.0%	SO
Works to Trees	0.00	0.00	0.00	0.0%	SO
Hedgerow removal notice	0.00	0.00	0.00	0.0%	SO
PLANNING PUBLICATIONS & OTHER CHARGES					
Fees - Planning professional services (per hour) (including High Hedge Complaints)	200.00	210.00	10.00	5.0%	SS
	400.00	420.00	20.00	5.0%	SS
SUPPLY & PHOTOCOPY (per item unless indicated otherwise)					
- Decision Notices / Planning Applications	25.50	26.50	1.00	3.9%	SS
- Section 106 agreement	50.00	53.00	3.00	6.0%	SS
- Plans (up to and including A3)	7.00	7.50	0.50	7.1%	SS
- Plans (larger than A3)	48.50	51.00	2.50	5.2%	SS
- Misc. A4 documents (other than those specified above):					
: Minimum charge (up to 6 sheets)	3.00	3.50	0.50	16.7%	SS
Tree Preservation Orders (per document) posted	42.00	44.00	2.00	4.8%	SS
Tree Preservation Orders (per document) emailed	21.00	22.00	1.00	4.8%	SS
Completion Certificates (post facto)	43.00	45.00	2.00	4.7%	SS
PUBLICATIONS					
Local Plan*					
Written Statement + Policies Map - plus £3.00 p&p	51.50	54.00	2.50	4.9%	SS
Written statement only	33.00	35.00	2.00	6.1%	SS
Proposals map only plus £1.00 p&p	23.00	24.00	1.00	4.3%	SS
Borough wide supplementary planning guidance, plus £1 p&p	15.50	16.50	1.00	6.5%	SS
Local Plan Inspector's Report plus £3.00 p&p	38.50	40.50	2.00	5.2%	SS
Previous local plans and reports (where available) plus £3.00	38.50	40.50	2.00	5.2%	SS
Supplementary Planning Guidance and Development Briefs	15.50	16.50	1.00	6.5%	SS
Consultant and Technical Studies (incl p&p)	136.00	143.00	7.00	5.1%	SS
*Applies to latest version and previous versions at Draft, Submission, and Main Modifications stages					
Existing Properties					
Change of existing house name or adding an alias name (per change)	105.00	110.00	5.00	4.8%	SO

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
New & Subdivision					
1 Plot	105.00	110.00	5.00	4.8%	SO
2 - 24 Plots (per plot)	75.00	80.00	5.00	6.7%	SO
25 - 49 Plots (per plot)	65.00	70.00	5.00	7.7%	SO
50 - 74 Plots (per plot)	55.00	60.00	5.00	9.1%	SO
75 - 99 Plots per address (per plot)	45.00	50.00	5.00	11.1%	SO
100 + Plots (per plot)	35.00	37.00	2.00	5.7%	SO
Naming of a street (per street)	260.00	275.00	15.00	5.8%	SO
Naming of a block/building excluding houses (per block/building)	260.00	275.00	15.00	5.8%	SO
Change to a development layout after notification (per change)	85.00	90.00	5.00	5.9%	SO
Scanning & Emailing Documents					
Plans (up to and including A3)	2.90	3.00	0.10	3.4%	SS
Plans (larger than A3)	23.00	24.00	1.00	4.3%	SS
Decision Notices	10.00	10.50	0.50	5.0%	SS
S106 Agreements	24.00	25.00	1.00	4.2%	SS
Pre-Planning Advice & Guidance					
Band A					
i) Major proposals of 10-24 dwellings/ development of 1,000-2,499sq.m/ other development of sites over 0.5 ha;	2,280.00	2,395.00	115.00	5.0%	SS
ii) Major proposals of 25-49 dwellings/development of 2,500-4,999sq.m;	3,415.00	3,585.00	170.00	5.0%	SS
iii) Major proposals of 50-99 dwellings/development of 5,000-9,999sq.m;	6,580.00	6,910.00	330.00	5.0%	SS
iv) Major proposals of 100-199 dwellings/development of 10,000-19,999sq.m;	9,490.00	9,965.00	475.00	5.0%	SS
Major proposals of 200+ dwellings/development of 20,000sq.m+		Price on Application			SS
Band B					
i) Minor proposals of 1 dwelling/development less than 150sq.m;	361.00	380.00	19.00	5.3%	SS
ii) Minor proposals of 2-9 dwellings/development of 150-999sq.m;	635.00	667.00	32.00	5.0%	SS
Band C					
i) Householders; Advertisements	103.00	108.00	5.00	4.9%	SS
* Note - Borough residents may obtain limited advice through the Duty Planner service free of charge					
Optional Additional Service Fees					
Band A (i)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)	190.00	200.00	10.00	5.3%	SS
Meeting Via Microsoft TEAMS (upto 30 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Additional Officer attendance (per officer/per hour)	152.00	160.00	8.00	5.3%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	632.50	665.00	32.50	5.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	950.00	1,000.00	50.00	5.3%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)	1,265.00	1,330.00	65.00	5.1%	SS

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Band A (ii)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)	190.00	190.00	0.00	0.0%	SS
Meeting Via Microsoft TEAMS (upto 30 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Additional Officer attendance (per officer/per hour)	152.00	160.00	8.00	5.3%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	633.00	665.00	32.00	5.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	950.00	1,000.00	50.00	5.3%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)	1,265.00	1,330.00	65.00	5.1%	SS
Band A (iii)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)			Included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 30 mins)			Up to 2 x meetings with 2 x attending officers included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)			Up to 2 x meetings with 2 x attending officers included in pre-planning advice		
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)			Up to 2 x meetings with 2 x attending officers included in pre-planning advice		
Additional Officer attendance (per officer/per hour)	152.00	160.00	8.00	5.3%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	633.00	665.00	32.00	5.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	950.00	1,000.00	50.00	5.3%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)	1,265.00	1,330.00	65.00	5.1%	SS
Band A (iv)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)			Included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 30 mins)			Up to 2 x meetings with 3 x attending officers included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)			Up to 2 x meetings with 3 x attending officers included in pre-planning advice		
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)			Up to 2 x meetings with 3 x attending officers included in pre-planning advice		
Additional Officer attendance (per officer/per hour)	152.00	160.00	8.00	5.3%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	633.00	665.00	32.00	5.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	950.00	1,000.00	50.00	5.3%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)	1,265.00	1,330.00	65.00	5.1%	SS
Band B (i)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)	190.00	200.00	10.00	5.3%	SS
Meeting Via Microsoft TEAMS (upto 30 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)	190.00	200.00	10.00	5.3%	SS
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)	190.00	200.00	10.00	5.3%	SS
Additional Officer attendance (per officer/per hour)	152.00	160.00	8.00	5.3%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	633.00	665.00	32.00	5.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	950.00	1,000.00	50.00	5.3%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)			Not offered		

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Band B (ii)					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)	190.00	200.00	10.00	5.3%	SS
Meeting Via Microsoft TEAMS (upto 30 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Meeting Via Microsoft TEAMS (upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)			1 x meeting with 1 x attending officer included in pre-planning advice		
Additional Officer attendance (per officer/per hour)	152.00	160.00	8.00	5.3%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	633.00	665.00	32.00	5.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	950.00	1,000.00	50.00	5.3%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)			Not offered		
Band C					
Written Advice			Included in pre-planning advice		
Site Visit (inspection only, no advice provided)	190.00	200.00	10.00	5.3%	SS
Meeting Via Microsoft TEAMS (upto 30 mins)	152.00	160.00	8.00	5.3%	SS
Meeting Via Microsoft TEAMS (upto 60 mins)	190.00	200.00	10.00	5.3%	SS
In person meeting (at Council premises, otherwise travelling time will be chargeable – upto 60 mins)	190.00	200.00	10.00	5.3%	SS
Additional Officer attendance (per officer/per hour)	152.00	160.00	8.00	5.3%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (via MS Teams up to 60 mins)	633.00	665.00	32.00	5.1%	SS
*Wider engagement on public benefits attended by up to 5 Officers/Members (in person up to 60 mins)	950.00	1,000.00	50.00	5.3%	SS
Wider engagement on public benefits attended by more than 5 Officers/Members up to 60 mins)			Not offered		
Planning Performance Agreements			Price on Application		SS

PLANNING FEES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
S106 Monitoring Fee					
Minor Developments (Less than 10 units)					
Price per house	127.00	133.50	6.50	5.1%	SO
and/or 1,000sqm commercial floor space up to 1,000sqm	127.00	133.50	6.50	5.1%	SO
Major (small) development 10-100 units and or 1,000sqm to 10,000sqm commercial floor space					
Price up to 10 units	127.00	133.50	6.50	5.1%	SO
Price per each additional unit up to 100 units	95.00	100.00	5.00	5.3%	SO
Price per house up to 10 units	125.00	131.50	6.50	5.2%	SO
Price per each additional unit up to 100 units	93.00	98.00	5.00	5.4%	SO
Major (large) development (100-250 units) and/or 10,000 75,000sqm commercial floor space			Agreed by negotiation		SO
Exceptional site (250+ units) and or +75,000sqm commercial floor space			Agreed by negotiation		SO
S106 Queries - Responding to solicitors enquiries relating to conveyancing matters	300.00	315.00	15.00	5.0%	SO
Applicaton for the Modification or Discharge of a S106 Planning Obligation			Price on application		SO
Fees for planning applications that are withdrawn by the applicant, with no subsequent re-submission:					
Householder applications, advertisements consents and similar applications	40.00	42.00	2.00	5.0%	SO
Minor applications, applications for Certificates of Lawfulness and similar applications	40.00	42.00	2.00	5.0%	SO
Major development and similar applications	160.00	168.00	8.00	5.0%	SO
Enforcement Queries - Responding to solicitors enquiries relating to conveyancing matters of an enforcement nature	500.00	525.00	25.00	5.0%	SO
Biodiversity Net Gain Monitoring Fee (Price includes an administration fee)			Price on application		SO

BUILDING CONTROL FEES

Actual Fee	Fee	Change from	Change from	VAT Indicator
2024/25	2025/26	2024/25	2024/25	
£	£	£	%	

The Building Control function is now performed by Hertfordshire Building Control Ltd

<https://www.hertfordshirebc.co.uk/>

OTHER FEES

Charge for viewing archived building regulation plans, per hour, (may be waived for certain applicants such as school children)	42.60	43.50	0.90	2.1%	SS
Written response to solicitor's enquiries*	54.50	55.50	1.00	1.8%	SS

* in lieu of completion certificates or decision notices

Copies of documents

Building Control Completion Certificates (post facto)	40.40	41.50	1.10	2.7%	SS
Building Control Completion Certificates (email)	20.50	20.50	0.00	0.0%	SS
Building Regulations Approvals (post facto)	23.70	24.30	0.60	2.5%	SS
Building Regulations Approvals (email)	12.40	12.70	0.30	2.4%	SS

Hertfordshire Building Control Ltd are only responsible for providing information since 01.04.2016. Any information before that lies with Broxbourne Council. A fee is charged for providing copies of achieved completion certificates and approvals by the Planning team.

LOCAL LICENSING

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
ENVIRONMENTAL HEALTH					
The Animal Welfare Act 2006					
The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2019					
Higher Tier Activities					
New Licence					
Initial application					
Dog Daycare Centres (6 or more dogs)	533.00	543.50	10.50	2.0%	SO
Commercial Kennels for Dogs	533.00	543.50	10.50	2.0%	SO
Dog Breeding	533.00	543.50	10.50	2.0%	SO
Boarding for Cats (Catteries)	533.00	543.50	10.50	2.0%	SO
Hiring out Horses	533.00	543.50	10.50	2.0%	SO
Selling Animals as Pets (Pet Shops)	533.00	543.50	10.50	2.0%	SO
Renewal for all Higher Tier Activities	488.00	498.00	10.00	2.0%	SO
Lower Tier Activities					
New Licence					
Day Care for Dogs (5 or less dogs)	468.00	477.50	9.50	2.0%	SO
Home Boarding for Dogs	468.00	477.50	9.50	2.0%	SO
Keeping or Training Animals for Exhibition	468.00	477.50	9.50	2.0%	SO
Pre Application advice (per hour)	50.00	51.00	1.00	2.0%	SO
Renewal for all Lower Tier Activities	412.00	420.00	8.00	1.9%	SO
Additional Fees (Applicable to all Higher and Lower Tier Animal Activity Licences)					
Additional Activity	55.50	57.00	1.50	2.7%	SO
Variation of Licence	191.50	195.00	3.50	1.8%	SO
Re-rating Visit	191.50	195.00	3.50	1.8%	SO
Compliance Visits (where greater than one visit required in licensable period - Lower Tier)	122.00	124.50	2.50	2.0%	SO
Compliance Visits (where greater than one visit required in licensable period - Higher Tier)	156.00	159.00	3.00	1.9%	SO
Transfer of Licence	61.50	63.00	1.50	2.4%	SO
Copy of Licence	36.50	37.50	1.00	2.7%	SO
Dangerous Wild Animals Act, 1976					
2 Year Licence	694.00	708.00	14.00	2.0%	SO
Zoo Licensing Act, 1981					
- Licence					
a) New application*					SO
b) Renewal (every 6 years)*		Price on application			SO
c) Transfer Licence*					SO
d) Annual Inspection *					SO
* plus veterinary inspector's fee					
Health Certificate					
Food hygiene Re rating Re visit	312.00	318.00	6.00	1.9%	SO
Fees Per Application , plus disbursements	175.00	178.50	3.50	2.0%	SO
Environmental health professional fees, per hour	153.00	156.00	3.00	2.0%	SO
Acupuncture, Tattooing, Ear Piercing & Electrolysis					
- Registration					
a) Applicant	347.00	354.00	7.00	2.0%	SO
b) Premises	347.00	354.00	7.00	2.0%	SO
- Amendment to existing registration	127.00	129.50	2.50	2.0%	SO
- Amendment to existing ear piercing registration	53.50	54.50	1.00	1.9%	SO

LOCAL LICENSING

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
ISSUE OF PERMITS - STATUTORY					
Skip licence - up to 7 days (set by Herts County Council)	39.00	48.00	9.00	23.1%	SO
-for each additional 7 days	18.00	25.00	7.00	38.9%	SO
Scaffolding/hoarding (set by Herts County Council)					
- up to first 14 days	96.00	121.00	25.00	26.0%	SO
- thereafter per week or part thereof	43.00	53.00	10.00	23.3%	SO
NB These charges are set by the County Council and all requests for skip and scaffold licences will have to be charged at HCC rates which might change periodically.					
Control of Sex Establishments					
- Annual Licence					
a) New application	4,000.00	4,080.00	80.00	2.0%	SO
b) Renewal	4,000.00	4,080.00	80.00	2.0%	SO
- Transfer Licence	4,000.00	4,080.00	80.00	2.0%	SO
Street Trading	633.00	646.00	13.00	2.1%	SO
Street Café Pavement Licence - New annual licence fee	100.00	500.00	400.00	400.0%	SO
Street Café Pavement Licence - Renewal of annual licence fee	0.00	350.00	350.00	0.0%	SO
Caravan Site Licence		Price on application			SO
TAXI & PRIVATE HIRE LICENSING					
Driver licence (3 year duration)					
a) New application	160.00	163.00	3.00	1.9%	SO
b) Renewal	135.00	138.00	3.00	2.2%	SO
Change of Licence Type	22.00	22.50	0.50	2.3%	SO
Replacement of lost badge	22.00	22.50	0.50	2.3%	SO
Knowledge Test Fee on Application	46.00	47.00	1.00	2.2%	SO
Enhanced DBS Application	55.00	67.00	12.00	21.8%	SO
Annual Vehicle Licence					
a) New application (standard vehicle)	170.00	173.00	3.00	1.8%	SO
b) Renewal under 7 years (standard vehicle)	160.00	163.00	3.00	1.9%	SO
c) Renewal over 7 years (standard vehicle)	200.00	204.00	4.00	2.0%	SO
d) New application Wheelchair accessible/hybrid/electric	85.00	87.00	2.00	2.4%	SO
e) Renewal Wheelchair accessible/hybrid/electric under 7	80.00	81.50	1.50	1.9%	SO
f) Renewal Wheelchair accessible/hybrid/electric over 7 years	100.00	102.00	2.00	2.0%	SO
Plate for temporary vehicle/Mid-year vehicle change	63.50	65.00	1.50	2.4%	SO
Change of licence type	63.50	65.00	1.50	2.4%	SO
Replacement of lost plate/Additional plate for trailer	27.00	27.50	0.50	1.9%	SO
Executive/Special Event Disc	5.50	5.50	0.00	0.0%	SO
Copy of Licence	15.00	15.50	0.50	3.3%	SO
Operator's Licence (5 year duration)					
a) New application	240.00	245.00	5.00	2.1%	SO
b) Renewal	220.00	225.00	5.00	2.3%	SO
c) Alterations of liable parties	10.50	11.00	0.50	4.8%	SO

LOCAL LICENSING

	Actual Fee	Fee	Change from	Change from	VAT
	2024/25	2025/26	from	from	Indicator
	£	£	2024/25	2024/25	
			£	%	
Scrap Metal Dealers					
a) Site licence (3 years)	350.00	357.00	7.00	2.0%	SO
b) Collectors licence (3 years)	225.00	229.50	4.50	2.0%	SO
c) Licence variation	60.00	61.50	1.50	2.5%	SO
Housing Act 2004 (not statutory)					
Service of Notice	730.00	745.00	15.00	2.1%	SO
HMO licence	1,650.00	1,750.00	100.00	6.1%	SO
Per additional room over five bedrooms	150.00	153.00	3.00	2.0%	SO
Liquor, Entertainment & Refreshment Licensing (Statutory unless otherwise stated)					
New applications					
Band A = Premises where rateable value of £0 to £4,300	100.00	100.00	0.00	0.0%	SO
Band B = Premises where rateable value of £4,301 to £33,000	190.00	190.00	0.00	0.0%	SO
Band C = Premises where rateable value of £33,001 to £87,000	315.00	315.00	0.00	0.0%	SO
Band D = Premises where rateable value of £87,001 to £125,000	450.00	450.00	0.00	0.0%	SO
Band E = Premises where rateable value of £125,001 and above	635.00	635.00	0.00	0.0%	SO
Renewals					
Band A = Premises where rateable value of £0 to £4,300	70.00	70.00	0.00	0.0%	SO
Band B = Premises where rateable value of £4,301 to £33,000	180.00	180.00	0.00	0.0%	SO
Band C = Premises where rateable value of £33,001 to £87,000	295.00	295.00	0.00	0.0%	SO
Band D = Premises where rateable value of £87,001 to £125,000	320.00	320.00	0.00	0.0%	SO
Band E = Premises where rateable value of £125,001 and above	350.00	350.00	0.00	0.0%	SO
Permitted, temporary activities, personal licences & miscellaneous					
Section 25 (theft, loss, etc. of premises licence or summary)	10.50	10.50	0.00	0.0%	SO
Section 29 (application for a provisional statement where premises being built, etc)	315.00	315.00	0.00	0.0%	SO
Section 33 (notification of change of name or address)	10.50	10.50	0.00	0.0%	SO
Section 37 (application to vary licence to specify individual as premises supervisor)	23.00	23.00	0.00	0.0%	SO
Section 42 (application for transfer of premises licence)	23.00	23.00	0.00	0.0%	SO
Section 47 (interim authority notice following death, etc. of licence holder)	23.00	23.00	0.00	0.0%	SO
Section 79 (theft, loss, etc. of certificate or summary)	10.50	10.50	0.00	0.0%	SO
Section 82 (notification of change of name or alteration of rules of club)	10.50	10.50	0.00	0.0%	SO
Section 82 (1) or (2) (change of name or alteration of rules of club)	10.50	10.50	0.00	0.0%	SO
Section 100 (temporary event notice)	21.00	21.00	0.00	0.0%	SO
Section 110 (theft, loss, etc. of temporary event notice)	10.50	10.50	0.00	0.0%	SO
Section 117 (application for a grant or renewal of personal licence)	37.00	37.00	0.00	0.0%	SO
Section 126 (theft, loss, etc. of personal licence)	10.50	10.50	0.00	0.0%	SO
Section 127 (duty to notify change of name or address)	10.50	10.50	0.00	0.0%	SO
Section 178 (right of freeholder etc., to be notified of licensing matters)	21.00	21.00	0.00	0.0%	SO
Minor Variation	89.00	89.00	0.00	0.0%	SO
Section 186 Change of Circumstance Fee (notification of change of address)	10.50	50.00	39.50	376.2%	SO

LOCAL LICENSING

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Gaming Act 2005 (Statutory)					
- Bingo Club					
a) New Application	2625.00	2625.00	0.00	0.0%	SO
b) Annual Fee	750.00	750.00	0.00	0.0%	SO
c) Variation	1315.00	1315.00	0.00	0.0%	SO
- Adult Gaming Centres					
a) New Application	1,500.00	1,500.00	0.00	0.0%	SO
b) Annual Fee	750.00	750.00	0.00	0.0%	SO
c) Variation	750.00	750.00	0.00	0.0%	SO
- Family Entertainment Centres					
a) New Application	1,500.00	1,500.00	0.00	0.0%	SO
b) Annual Fee	750.00	750.00	0.00	0.0%	SO
c) Variation	750.00	750.00	0.00	0.0%	SO
- Betting Premises					
a) New Application	1,500.00	1,500.00	0.00	0.0%	SO
b) Annual Fee	450.00	450.00	0.00	0.0%	SO
c) Variation	450.00	450.00	0.00	0.0%	SO
Lottery Registration (Statutory)					
Annual permit					
a) New Application	40.00	40.00	0.00	0.0%	SO
b) Renewal	20.00	20.00	0.00	0.0%	SO
Gaming Machines (Statutory)					
Licensed premises machine notification (up to 2 machines)	50.00	50.00	0.00	0.0%	SO
Licensed premises gaming machine permit application (more than 2 machines)	150.00	150.00	0.00	0.0%	SO
Annual fee	50.00	50.00	0.00	0.0%	SO
Club premises machine permit application	100.00	100.00	0.00	0.0%	SO
Annual fee	50.00	50.00	0.00	0.0%	SO

TEMPORARY ACCOMMODATION

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	

COUNCIL HOSTELS: RENTS AND SERVICE CHARGES

A 5% increase in the rent has been applied. Services such as utilities, maintenance and cleaning have been included in the rental costs below:

Rents

Rate per week					
- Size 1 small	262.50	270.00	7.50	2.9%	SO
- Size 2 medium	297.00	305.00	8.00	2.7%	SO
- Size 3 large	323.00	332.00	9.00	2.8%	SO
- Size 4 extra large	323.00	332.00	9.00	2.8%	SO
- 2 bed flat	397.00	408.00	11.00	2.8%	SO
- 15a Burford Street (3 bedroom)	427.50	440.00	12.50	2.9%	SO

Service Charges

Service Charge per day					
- Size 1 small	3.85	4.00	0.15	3.9%	SO
- Size 2 medium	4.30	4.45	0.15	3.5%	SO
- Size 3 large	4.80	4.95	0.15	3.1%	SO
- Size 4 extra large	4.80	4.95	0.15	3.1%	SO
- 2 bed flat	5.30	5.50	0.20	3.8%	SO

OTHER NIGHTLY PAID: RENTS AND SERVICE CHARGES

Room Charges

Charged on cost basis

Other Nightly Paid Service Charges

Service charge per day	5.40	4.90	(0.50)	(9.3%)	SO
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OTHER SERVICES

Lock out charge*	250.00	250.00	0.00	0.0%	SS
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*This fee is the maximum which may be varied at the discretion of the Director of Finance.

OTHER COUNCIL SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
ABANDONED VEHICLES (Statutory)					
The prescribed sum for determining the charges recoverable for the removal of vehicles starts from £150. and Storage fees are charged separately.					Disposal
VEHICLE REMOVED AND DISPOSED OF AT OWNER'S REQUEST					
Category A - Towing Caravan (not including Mobile Home), Trailer (Excluding Articulated Vehicle Semi-Trailer)	New	250.00	New	New	SO
Category B - Motor Cycle, Moped, Motor Scooter or any other two wheeled vehicle	New	50.00	New	New	SO
Category C - Car, Car Derived Vehicle and Van < 3.5 tonne GVW	New	50.00	New	New	SO
Category D - Any vehicle not a Car Derived Vehicle >3.5 tonne GVW but <7.5 tonne GVW and Mobile Home	New	250.00	New	New	SO
Category E - Commercial Vehicle > 7.5 tonne GVW (including Articulated Vehicle Semi-Trailer)	New	350.00	New	New	SO
STORAGE COSTS					
		Price per day			
Category A - Towing Caravan (not including Mobile Home), Trailer (Excluding Articulated Vehicle Semi-Trailer)	New	20.00	New	New	SO
Category B - Motor Cycle, Moped, Motor Scooter or any other two wheeled vehicle	New	5.00	New	New	SO
Category C - Car, Car Derived Vehicle and Van < 3.5 tonne GVW	New	15.00	New	New	SO
Category D - Any vehicle not a Car Derived Vehicle >3.5 tonne GVW but <7.5 tonne GVW and Mobile Home	New	20.00	New	New	SO
Category E - Commercial Vehicle > 7.5 tonne GVW (including Articulated Vehicle Semi-Trailer)	New	30.00	New	New	SO
SCHEDULE OF RATES REQUIREMENT					
Aborted Collection (All Vehicles)	New	90.00	New	New	SO
Hourly Rate (for environmental action days and other ad hoc requirements. To include vehicle) (per hour)	New	100.00	New	New	SO
Return of vehicle to owner (per mile)	New	2.00	New	New	SO
FIXED PENALTY NOTICES					
Fixed Penalty Notices (Duty of Care)	400.00	400.00	0.00	0.0%	SO
Fixed Penalty Notices (if paid within 10 days)	300.00	300.00	0.00	0.0%	SO
Fixed Penalty Notices for littering	150.00	150.00	0.00	0.0%	SO
Fixed Penalty Notices for littering (if paid within 10 days)	100.00	100.00	0.00	0.0%	SO
Public Space Protection Order fines	100.00	100.00	0.00	0.0%	SO
FLY TIPPING					
Charge for returning fly posters - per poster	40.00	40.00	0.00	0.0%	SS
Fixed Penalty Notice for Fly Tipping	400.00	400.00	0.00	0.0%	SO
Fixed Penalty Notice for Fly Tipping (if paid within 10 days)	300.00	300.00	0.00	0.0%	SO
CCTV download (for insurance)	10.00	10.00	0.00	0.0%	SS
MARKETS					

OTHER COUNCIL SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25 £	2025/26 £	2024/25 £	2024/25 %	
- Stall space per day, paying by cash/cheque - Waltham Cross	26.00	26.00	0.00	0.0%	SS
- Stall space per day, paying by direct debit - Waltham Cross	23.65	23.65	0.00	0.0%	SS
- Stall space per day, paying by cash/cheque - Hoddesdon	24.00	24.00	0.00	0.0%	SS
- Stall space per day, paying by direct debit - Hoddesdon	21.80	21.80	0.00	0.0%	SS
- Farmers' market trader, per day	10.00	10.00	0.00	0.0%	SS
- Casual trader per day	32.00	32.00	0.00	0.0%	SS

Special pricing arrangements are offered during the year at all markets to encourage new and retain existing traders (e.g. winter attendance discounts pay for 4 weeks and the 5th week is free and 10% discount if fees paid by direct debit)

Price on application

Note: The normal daily pitch fee will be charged for non attendance

STRAY DOGS

Collection / Return of dog (per dog)	50.00	50.00	0.00	0.0%	SO
Kennel Admission fee	20.00	20.00	0.00	0.0%	SO

Note: Collection fee is the statutory collection fee as prescribed in the Environmental Protection (stray dogs) Regulations 1992

OTHER COUNCIL SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
GRAPHIC DESIGN					
Graphic Design services		Price on application			SS
OFFICE SERVICES					
Printing services		Price on application			SS
Stationery purchases		Price on application			SS
ENGINEERING FEES					
- Traffic Regulation Orders		Price on application			SS
- Traffic Regulation Orders not exceeding 5 days		Price on application			SS
- Confirming local land search & review of adoption certificates	42.50	44.00	1.50	3.5%	SO
- Copies of Traffic Regulation Orders	53.50	55.00	1.50	2.8%	SS
- Copies of s38 / s278 highway agreements	53.50	55.00	1.50	2.8%	SS
- Plans (up to and including A3)	5.95	6.25	0.30	5.0%	SS
- Plans (larger than A3)	42.50	44.00	1.50	3.5%	SS
- Cost per hour on consultancy matters	107.00	110.00	3.00	2.8%	SS
The following fees are set by Hertfordshire County Council					
- Temporary Traffic Regulation Orders		Price on application			SO
- Temporary Traffic Regulation Orders not exceeding 5 days		Price on application			SO
ROADWORKS					
Vehicle Crossings					
LAND ENQUIRIES BY UTILITY COMPANIES					
Surveyor fees per hour	174.00	178.00	4.00	2.3%	SS
Administration staff fees per hour	83.50	87.00	3.50	4.2%	SS
ENVIRONMENTAL HEALTH					
Contaminated Land					
- Individual entry from contaminated land register - ICO charge	15.10	15.50	0.40	2.6%	SE
- Environmental information enquiries (per domestic dwelling - where permissible)	135.40	138.00	2.60	1.9%	SE
Other environmental information enquiries (incl. commercial and/or development land) per hour - where permissible	140.20	143.00	2.80	2.0%	SS

OTHER COUNCIL SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
PRIVATE WATER SUPPLY TESTING (Externally determined)					
(Statutory Guidance applies in relation to maximum charges and explanation of charging scheme)					
Risk Assessment					
Maximum Charge	525.00	525.00	0.00	0.0%	SS
Note: Hourly rate for Technical Officer £51, typical charge £250					
Sampling - visit and taking of a sample	105.00	105.00	0.00	0.0%	SS
Investigation					
Visit carried out in the event of a test failure but can be substituted by risk assessment - standard charge at statutory maximum					
	105.00	105.00	0.00	0.0%	SS
Authorisation					
Application by owner to breach standard temporarily whilst remedial work is carried out					
	105.00	105.00	0.00	0.0%	SS
Note: Hourly rate for Technical Officer £51, actual charge £100 representing up to 2 hours work					
Analysis					
Regulation 10 (Domestic Supplies) Maximum Charge	26.20	26.20	0.00	0.0%	SS
Check Monitoring (Commercial Supplies) Maximum charge	105.00	105.00	0.00	0.0%	SS
Note: Typical charge £50					
Audit Monitoring (Commercial Supplies) - Maximum Charge	525.00	525.00	0.00	0.0%	SS
Typical charge £250 plus Check Monitoring fee of £50					
Note: For all of the above, hourly rate for Technical Officer £51, laboratory fees at actual cost.					

SECTION 38 - Technical approvals and site supervision

Price on application

Fit and Proper Person Test	613.00	625.00	12.00	2.0%	SS
Set up register (10 hours @ 12.77/hour) £128					
Making application forms available (12 hours @ £12.77/hour) £153					
Training - officials time (7 hours @ £12.77/hour) £89					
Approx. cost of training £198					
Engineering Fees					
Cost per hour for engineering consultancy services (Head of Service)	152.00	160.00	8.00	5.3%	SS

CAR PARKING

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
CAR PARKING CHARGES					
Short stay - General					
- Up to 1 hour	1.30	1.40	0.10	7.7%	SS
- Up to 2 hours	2.40	2.60	0.20	8.3%	SS
- Up to 3 hours	3.50	3.70	0.20	5.7%	SS
- Up to 4 hours	4.50	4.80	0.30	6.7%	SS
- Over 4 hours	6.50	6.90	0.40	6.2%	SS
- 4 to 6 hours - Windmill Lane Only	6.50	6.90	0.40	6.2%	SS
Broxbourne Borough Offices					
- Up to 1 hour	New	1.40	New	New	SS
- Up to 2 hours	2.40	2.60	0.20	8.3%	SS
- Up to 3 hours	3.50	3.70	0.20	5.7%	SS
- Up to 4 hours	4.50	4.80	0.30	6.7%	SS
- Up to 5 hours	6.50	6.90	0.40	6.2%	SS
- Up to 6 hours	7.00	7.50	0.50	7.1%	SS
- Over 6 hours	12.00	13.00	1.00	8.3%	SS
Season tickets					
13 weekly	310.00	330.00	20.00	6.5%	SS
Annual	810.00	850.00	40.00	4.9%	SS
Leased bays					
26 weekly	470.00	490.00	20.00	4.3%	SS
Annual	860.00	900.00	40.00	4.7%	SS
Suspended parking bays					
Cost per suspended bay per day	30.00	35.00	5.00	16.7%	SS
Administration Fee, per request	22.00	25.00	3.00	13.6%	SS
Car park permits					
Business parking permit (3 months)	170.00	180.00	10.00	5.9%	SS
Business parking permit (6 months)	320.00	335.00	15.00	4.7%	SS
Business parking permit (12 months)	530.00	550.00	20.00	3.8%	SS
Dispensation parking permit (daily)	35.00	35.00	0.00	0.0%	SS
Dispensation parking permit (weekly)	125.00	125.00	0.00	0.0%	SS
Penalty Charge Notices (statutory)					
Lower level charge	50.00	50.00	0.00	0.0%	SO
Lower level charge paid early	25.00	25.00	0.00	0.0%	SO
Higher level charge	70.00	70.00	0.00	0.0%	SO
Higher level charge paid early	35.00	35.00	0.00	0.0%	SO

ECONOMIC DEVELOPMENT

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
FILMING ON COUNCIL OWNED LOCATIONS					
Application fee & permit	25.00	25.00	25.00	100%	SS
Small Production/Disruption/District 1- 5					
Application fee & permit	60.00	60.00	0.00	0%	SS
Hourly rate	125.00	125.00	0.00	0%	SS
Half day (up to 4 hours)	500.00	500.00	0.00	0%	SS
Full day	1,000.00	1,000.00	0.00	0%	SS
Medium Production/Disruption/District 6-15					
Application fee & permit	100.00	100.00	0.00	0%	SS
Hourly rate	187.50	187.50	0.00	0%	SS
Half day (up to 4 hours)	850.00	850.00	0.00	0%	SS
Full day	1,500.00	1,500.00	0.00	0%	SS
Large Production/Disruption/District 16-40					
Application fee & permit	150.00	150.00	0.00	0%	SS
Hourly rate	250.00	250.00	0.00	0%	SS
Half day (up to 4 hours)	1,500.00	1,500.00	0.00	0%	SS
Full day	2,000.00	2,000.00	0.00	0%	SS
Extra Large Production/Disruption/District 40 plus					
Application fee & permit	200.00	200.00	0.00	0%	SS
Hourly rate	500.00	500.00	0.00	0%	SS
Half day (up to 4 hours)	2,000.00	2,000.00	0.00	0%	SS
Full day	4,000.00	4,000.00	0.00	0%	SS
Unit Base		Price on application			
Car parking hire based per bay per day	17.00	17.00	0.00	0.0%	SS
Multiple Days		Price on application			SS
SPONSORSHIP					
ROUNDBABOUTS					
Level 1	2,730.00	2,820.00	90.00	3.3%	SS
Level 2	2,468.00	2,550.00	82.00	3.3%	SS
Level 3	2,205.00	2,280.00	75.00	3.4%	SS
Price per sign 3 or 4 per roundabout depending on location	140.00	145.00	5.00	3.6%	SS
FLOWER BED SPONSORSHIP	750.00	600.00	(150.00)	(20.0%)	SS
FESTIVE LIGHTING					
Christmas Tree for one season	1,750.00	1,750.00	0.00	0.0%	SS
Additional features (3D light up arches, extra lighting)					
Package 1 GOLD					
(banner feature large logo, social media mention individual post, social media video post/advertising what business wishes to share, mention in business email newsletter AND featured in the local Our Broxbourne magazine)	500.00	510.00	10.00	2.0%	SS
Package 2 FRANKINCENSE					
(banner feature medium size logo, social media post, and mention in business email newsletter)	250.00	255.00	5.00	2.0%	SS
Package 3 MYRRH					

ECONOMIC DEVELOPMENT

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
(social media post to say thanks to the business and also can promote any Christmas offering)	100.00	105.00	5.00	5.0%	SS
EVENTS					
Per Event		Price on application			SS
PROMOTIONAL ACTIVITIES					
The framework is based on a scoring criteria about number of days, size of promotion, local independent/national chain, etc.					
Score 1-5	20.00	21.00	1.00	5.0%	SS
Score 6-9	40.00	42.00	2.00	5.0%	SS
Score 10-15	150.00	155.00	5.00	3.3%	SS
Score 16-20	350.00	360.00	10.00	2.9%	SS
Score 21+	600.00	620.00	20.00	3.3%	SS
ADVERTISING IN COUNCIL PUBLICATIONS					
		Price on application			SS
GREEN WALL					
1 year sponsorship	10,000.00	12,000.00	2,000.00	20.0%	SS
NEW RIVER PATH SPONSORSHIP					
1 year sponsorship per sign	1,500.00	1,500.00	0.00	0.0%	SS
DIGITAL DISPLAY BOARDS					
		Price on application			SS

WASTE AND RECYCLING SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
GREEN WASTE COLLECTIONS					
Full year subscription (per bin)	53.00	56.00	3.00	5.7%	SO
Full year subscription via Direct Debit (per bin)	49.00	51.50	2.50	5.1%	SO
DOMESTIC BULKY WASTE COLLECTIONS					
One item	35.00	37.00	2.00	5.7%	SO
Two items	46.00	48.00	2.00	4.3%	SO
Three items	58.00	60.00	2.00	3.4%	SO
Per extra item (up to a maximum of 10 items)	12.50	13.00	0.50	4.0%	SO
Concession rates for bulky waste only*					
One item	26.25	27.75	1.50	5.7%	SO
Two items	34.50	36.00	1.50	4.3%	SO
Three items	43.50	45.00	1.50	3.4%	SO

*** Concessions (based on 25% discount)**

Where stated - available to people over 75 and those on the following benefits: Universal Credit, Personal Independence Payment (or the equivalent disability living allowance), Income Support, Job Seekers Allowance, Employment Support Allowance (income related), or pension credit.

CEMETERY SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Non-resident charges are four times the fees listed. It should be noted, graves in Hoddesdon cemetery cannot be purchased by non-residents. Non-residents who have moved from the borough within the last 10 years may be eligible for resident rates (further details on application)					
Purchase of exclusive rights of burial (100 years)					
Conventional graves					
Full space	1,610.00	1,690.00	80.00	5%	SO
Half space - 18 and over (cremated remains only)	960.00	1,008.00	48.00	5%	SO
Half space - under 18 years	149.00	156.00	7.00	5%	SO
Lawn graves					
Full space	1,180.00	1,240.00	60.00	5%	SO
Half space - 18 and over (cremated remains only)	772.00	810.00	38.00	5%	SO
Half space - under 18 years	92.00	97.00	5.00	5%	SO
Restricted graves - (subject to availability)					
Full space	690.00	725.00	35.00	5%	SO
Burial Chambers (Cheshunt only) - Sandstone finish					
Per chamber for two people, includes memorial	13,500.00	14,175.00	675.00	5%	SO
Purchase per chamber, non-resident	16,100.00	16,905.00	805.00	5%	SO
Burial Chambers (Cheshunt only) - Granite finish					
Purchase per chamber	New	18,000.00	New	New	SO
Purchase per chamber, non-resident	New	21,500.00	New	New	SO
Walled graves and vaults					
Right to construct, excavation and construction					
- Single space (one person)			Price on application		SO
- Single space (two people)			Price on application		SO
- Double space (two people)			Price on application		SO
- Double space (four people)			Price on application		SO
Interment					
18 years and over (+25% for each multiple interment in same plot/time)					
One interment - full space	1,005.00	1,055.00	50.00	5%	SO
Two interments - full space	1,320.00	1,385.00	65.00	5%	SO
Three interments - full space	1,640.00	1,720.00	80.00	5%	SO
Four interments - full space			Price on application		SO
Interment in walled grave or immurement in mausoleum	695.00	730.00	35.00	5%	SO
Interment on Saturday (additional fee):-					
- Full space			Price on Application		SO
- Half space			Price on Application		SO
Under 18 years					
Non resident (waived for borough residents)	185.00	195.00	10.00	5%	SO
Cremated remains (+25% for each multiple interments / same plot)					
Purchase of exclusive rights of burial (30 years)	630.00	660.00	30.00	5%	SO
Lease of columbarium niche (30 years)	610.00	640.00	30.00	5%	SO
Interment of cremated remains					
- 18 years and over	252.00	265.00	13.00	5%	SO
- Under 18 years non-resident. Waived for residents.	74.00	78.00	4.00	5%	SO
- Scattered cremated remains on a grave or flower bed	43.00	45.00	2.00	5%	SO
- Garden of rest - strew cremated remains under turf or topsoil	74.00	78.00	4.00	5%	SO
Interment of ashes in columbarium	233.00	245.00	12.00	5%	SO

CEMETERY SERVICES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Pre-purchase of exclusive rights of burial (100 years)					
Conventional graves					
Full space	2,115.00	2,220.00	105.00	5%	SO
Half space	1,325.00	1,390.00	65.00	5%	SO
Lawn graves					
Full space	1,610.00	1,690.00	80.00	5%	SO
Half space	1,040.00	1,092.00	52.00	5%	SO
Pre-purchase ashes only	890.00	935.00	45.00	5%	SO
Transfer of Deeds - amendment/voluntary	104.00	109.00	5.00	5%	SO
Transfer of deeds, owner deceased	58.00	61.00	3.00	5%	SO
Other charges					
Memorial wall - commemorative wall plaque	282.00	296.00	14.00	5%	SS
Commerative bench plaque (10 year period)	355.00	372.00	17.00	5%	SS
Use of Chapel only (interment elsewhere) (1/2 hour service)	185.00	195.00	10.00	5%	SO
Use of Chapel (interment in cemetery) (1/2 hour service)	119.00	125.00	6.00	5%	SO
Grave Extension supply/install, where possible	3,880.00	4,075.00	195.00	5%	SS
Exhumation of full interments		Price on application			SS
Exhumation of cremated remains	307.00	322.00	15.00	5%	SS
Memorial surrounds					
Block paving					
- 6ft.6 x 2ft.6		Price on application			SS
- 7ft.0 x 3ft.0		Price on application			SS
Concrete paving full space		Price on application			SS
Other sizes/options available on request					
Memorial cross/marker	111.00	116.00	5.00	5%	SS

PARKS AND OPEN SPACES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Subject to availability					
OUTDOOR SPORTS PITCHES					
- A 5% 'bulk' booking discount applies for leagues, associations and clubs purchasing over £2,000 worth of pitches per season.					
Football Adults					
- Pitch with changing facilities - per season (36 matches)	2,050.00	2,100.00	50.00	2.4%	SS
- per match	110.00	115.00	5.00	4.5%	SS
- Pitch without shower facilities - per season (36 matches)	1,400.00	1,450.00	50.00	3.6%	SS
- per match	85.00	90.00	5.00	5.9%	SS
Football - Youth & Juniors (excluding Sunday am)					
Youth/juniors playing on adult, 9v9 or junior pitches					
- Pitch with shower facilities - per season (36 matches)	1,390.00	1,450.00	60.00	4.3%	SS
- per match	70.00	75.00	5.00	7.1%	SS
- Pitch without shower facilities - per season (36 matches)	1,000.00	1,050.00	50.00	5.0%	SS
- per match	59.00	62.00	3.00	5.1%	SS
Mini Soccer					
- Pitch with shower facilities - per season (36 matches)	600.00	630.00	30.00	5.0%	SS
- per match	35.00	37.00	2.00	5.7%	SS
- Pitch without shower facilities - per season (36 matches)	390.00	400.00	10.00	2.6%	SS
- per match	30.00	32.00	2.00	6.7%	SS
Outdoor Fitness Classes					
- per month per site	80.00	85.00	5.00	6.3%	SS
Commemorative trees and benches					
Commerative bench plaque (10 year period)	350.00	Price on application 360.00	10.00	2.9%	SS

PARKS AND OPEN SPACES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Subject to availability					
ALLOTMENTS - (only available to residents)					
Rent of Allotments (per pole or 5m per annum, actual length may vary by 0.6%)					
- General	10.50	10.90	0.40	3.8%	SO
- Concession for individuals in receipt of pension credit (25% discount)	8.50	8.80	0.30	3.5%	SO
Key purchase (per key) - all sites	15.00	17.00	2.00	13.3%	SO
Tenancy set up fee (including initial key)	40.00	42.00	2.00	5.0%	SO
Fairs/Carnivals/Fetes at Open Spaces - (per day or part day on site)					
Commercial Fun Fairs - Non Operational	420.00	430.00	10.00	2.4%	SS
Commercial Fun Fairs - Operational - Weekend	630.00	650.00	20.00	3.2%	SS
Commercial Fun Fairs - Operational - Mon to Fri	530.00	550.00	20.00	3.8%	SS
Family Funfairs (as above less 20%) Finish at 8pm.					
Non Operational	340.00	350.00	10.00	2.9%	SS
Operational - Weekend	500.00	510.00	10.00	2.0%	SS
Operational - Mon to Fri	420.00	430.00	10.00	2.4%	SS
Commercial Fun Fairs - Associated with Council Proms					
Circuses - Non Operational	220.00	230.00	10.00	4.5%	SS
Circuses - Operational.	530.00	550.00	20.00	3.8%	SS
Large Assoc./Charity Events i.e. Carnivals, Dog Shows	360.00	370.00	10.00	2.8%	SS
Small Association Events i.e. Fetes, Barbecues	180.00	190.00	10.00	5.6%	SS
Damage /Reinstatement Deposits					
Commercial Fun Fairs/Circuses	900.00	950.00	50.00	5.6%	SO
All utilities or additional equipment/staff			Price on application		SS
Concessionaires i.e. hot dog/ice cream vans per event			Price on application		SS
Special seasonal licence to carry out periodic visits to parks and open spaces specified			Price on application		SE

COMMUNITY ACTIVITIES

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
COMMUNITY DEVELOPMENT					
PLAY SCHEMES					
Booked in advance					
Day Rate (8.30am - 5.30pm)	26.30	27.35	1.05	4.0%	SE
Half Day (8.30am - 12:30pm or 1:30pm - 5.30pm)	15.20	15.80	0.60	3.9%	SE
Turn up on the day					
Day Rate (8.30am - 5.30pm)	31.00	32.25	1.25	4.0%	SE
Staff Day Rate - on the day only (8.30am - 5.30pm)	16.50	17.15	0.65	3.9%	SE
 Sibling Discount	 2.50	 2.60	 0.10	 4.0%	 SE
Early drop off / late pick up					
Early drop off (8am - 8.30am)	4.00	4.20	0.20	5.0%	SE
Late pick up (5.30pm - 6pm)	4.00	4.20	0.20	5.0%	SE
Late pick up (unarranged)					
Late pick up (per half hour after paid for session)	7.30	7.60	0.30	4.1%	SE
 ACTIVE HERTS					
Attendance at Active Herts sessions after initial 6 week period	4.50	4.50	0.00	0.0%	SS
 Town Centre Events					
Stall (Inside Borough)	17.00	17.50	0.50	2.9%	SS
Promotion (Inside Borough)	12.00	12.50	0.50	4.2%	SS
Stall (Outside Borough)	36.00	37.50	1.50	4.2%	SS
Promotion (Outside Borough)	36.00	37.50	1.50	4.2%	SS
Hoddesdon Loves Christmas - Stall (Inside Borough)					
Clock Tower Island	30.00	31.00	1.00	3.3%	SS
War Memorial area	25.00	26.00	1.00	4.0%	SS
High Street	20.00	21.00	1.00	5.0%	SS
Fawkon Walk Table	15.00	15.50	0.50	3.3%	SS
Southern End	15.00	15.50	0.50	3.3%	SS
Catering Trucks are charged per metre	12.00	13.33	1.33	11.1%	SS
 Hoddesdon Loves Christmas - Promotion (Inside Borough)					
Leaflet Distribution only	15.00	15.50	0.50	3.3%	SS
Clock Tower Island	22.00	22.50	0.50	2.3%	SS
War Memorial area	18.00	18.50	0.50	2.8%	SS
High Street	15.00	15.50	0.50	3.3%	SS
Fawkon Walk (tables only under canopy area)	12.00	12.50	0.50	4.2%	SS
Southern End	12.00	12.50	0.50	4.2%	SS
 Hoddesdon Loves Christmas - Stall (Outside Borough)					
Clock Tower Island	60.00	62.00	2.00	3.3%	SS
War Memorial area	54.00	56.00	2.00	3.7%	SS
High Street	48.00	50.00	2.00	4.2%	SS
Fawkon Walk	25.00	26.00	1.00	4.0%	SS
Southern End	36.00	37.50	1.50	4.2%	SS
 Car Show Exhibitors					
1 car show per year	4.00	4.50	0.50	12.5%	SS
2 car shows per year	7.00	8.00	1.00	14.3%	SS

BOROUGH OFFICES HIRE

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
Hire of Accommodation (hourly charges unless otherwise stated)					
Borough Offices					
Off Peak					
-Council Chamber	34.40	37.00	2.60	7.6%	SS
-Committee Room	29.10	31.00	1.90	6.5%	SS
Peak					
-Council Chamber	43.40	46.00	2.60	6.0%	SS
-Committee Room	33.50	36.00	2.50	7.5%	SS
Ground Floor Meeting Room	10.00	15.00	5.00	50.0%	SS
Tea and Coffee - per cup	1.10	2.00	0.90	81.8%	SS
Hire of					
-Data Projector/AV Equipment	18.00	25.00	7.00	38.9%	SS
-Screen	10.00	10.00	0.00	0.0%	SS
Flip Chart (supplied with paper, but not pens)	11.10	15.00	3.90	35.1%	SS
Laptop	17.00	25.00	8.00	47.1%	SS

Off Peak	Monday to Friday 9am to 6pm
Peak	Monday to Friday 6pm to midnight Saturday, Sunday and Bank Holidays

Huntingdon Suite					
- Peak per hour	40.30	45.00	4.70	11.7%	SS
- Off peak per hour	31.30	35.00	3.70	11.8%	SS
- All day hire on Friday/ Saturday 9am - 12 midnight (flat rate)	500.90	530.00	29.10	5.8%	SS
Spanish Ambassador's Suite					
- Peak per hour	32.30	35.00	2.70	8.4%	SS
- Off peak per hour	27.00	30.00	3.00	11.1%	SS
Beaufort Suite					
- Peak per hour	50.30	55.00	4.70	9.3%	SS
- Off peak per hour	33.40	36.00	2.60	7.8%	SS
- All day hire on Friday/Saturday 9am - 12 midnight (flat rate)	690.00	725.00	35.00	5.1%	SS

Off Peak	Monday to Thursday (excluding Bank Holidays)
Peak	All day Friday through to Sunday and Bank Holidays Discounts available for regular bookings. Minimum Hire - 2 hours

SPOTLIGHT

BROXBOURNE LEISURE AND CULTURE

All prices are maximum which may be varied at the discretion of the relevant Service Director.

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
FOR Theatrical Productions					
Monday - Thursday					
Full Capacity					
Main Auditorium - per hour	100.00	105.00	5.00	5%	SS
Main Auditorium - Performance	825.00	850.00	25.00	3%	SS
Dinant Room - per hour	52.00	54.00	2.00	4%	SS
Bar Area - per hour	60.00	62.00	2.00	3%	SS
Reduced capacity					
Main Auditorium - per hour	74.00	78.00	4.00	5%	SS
Main Auditorium - Performance	665.00	685.00	20.00	3%	SS
Dinant Room - per hour	52.00	54.00	2.00	4%	SS
Bar Area - per hour	60.00	62.00	2.00	3%	SS
FOR Theatrical Productions - Commercial					
Monday - Thursday					
Full Capacity					
Main Auditorium - per hour	120.00	125.00	5.00	4%	SS
Main Auditorium - Performance	975.00	1,000.00	25.00	3%	SS
Dinant Room - per hour	60.00	62.00	2.00	3%	SS
Bar Area - per hour	70.00	74.00	4.00	6%	SS
Reduced capacity					
Main Auditorium - per hour	87.50	92.00	4.50	5%	SS
Main Auditorium - Performance	785.00	805.00	20.00	3%	SS
Dinant Room - per hour	60.00	62.00	2.00	3%	SS
Bar Area - per hour	70.00	74.00	4.00	6%	SS
Friday - Sunday					
Full Capacity					
Main Auditorium - per hour	110.00	114.00	4.00	4%	SS
Main Auditorium - Performance	925.00	950.00	25.00	3%	SS
Dinant Room - per hour	52.00	54.00	2.00	4%	SS
Bar Area - per hour	70.00	74.00	4.00	6%	SS
Reduced capacity					
Main Auditorium - per hour	84.00	87.00	3.00	4%	SS
Main Auditorium - Performance	760.00	785.00	25.00	3%	SS
Dinant Room - per hour	52.00	54.00	2.00	4%	SS
Bar Area - per hour	70.00	74.00	4.00	6%	SS
Friday - Sunday - Commercial					
Full Capacity					
Main Auditorium - per hour	135.00	140.00	5.00	4%	SS
Main Auditorium - Performance	1,100.00	1,150.00	50.00	5%	SS
Dinant Room - per hour	60.00	62.50	2.50	4%	SS
Bar Area - per hour	82.50	86.00	3.50	4%	SS
Reduced capacity					
Main Auditorium - per hour	100.00	105.00	5.00	5%	SS
Main Auditorium - Performance	910.00	950.00	40.00	4%	SS
Dinant Room - per hour	60.00	62.50	2.50	4%	SS
Bar Area - per hour	82.50	86.00	3.50	4%	SS
FOR Conferences and Events					
Monday - Thursday					
Main Auditorium - per hour	84.00	88.00	4.00	5%	SS
Dinant Room - per hour	52.00	65.00	13.00	25%	SS
Bar Area - per hour	58.00	74.00	16.00	28%	SS
Friday - Sunday					
Main Auditorium - per hour	110.00	114.00	4.00	4%	SS
Dinant Room - per hour	62.50	65.00	2.50	4%	SS
Bar Area - per hour	70.00	74.00	4.00	6%	SS

SPOTLIGHT

BROXBOURNE LEISURE AND CULTURE

All prices are maximum which may be varied at the discretion of the relevant Service Director.

	Actual Fee	Fee	Change from	Change from	VAT
	2024/25	2025/26	2024/25	2024/25	Indicator
	£	£	£	%	
Garden ALL DAYS					
Per hour	84.00	88.00	4.00	5%	SS
Per Performance	760.00	785.00	25.00	3%	SS
Cinema					
- Cinema Standard (FoB 50p discount)	8.50	8.50	0.00	0%	SS
- Adult (Family film)	7.50	7.50	0.00	0%	SS
- Child (Family film)	7.50	7.50	0.00	0%	SS
Deposits					
Theatrical use	500.00	500.00	0.00	0%	SS
Conference/Event use	250.00	250.00	0.00	0%	SS
Box Office Commission Percentages /Charges					
Ticket printing for Non Box Office sales (per 100 tickets, min charge £18.00)	20.00	20.00	0.00	0%	SS
Box Office Commission	0.10	0.10	0.00	0%	SS
Miscellaneous Hire Charges					
Tech packages available, price on application					
Spotlight Friends membership (Max charge set throughout the year)					
Individual	25.00	25.00	0.00	0%	SS
Joint	30.00	30.00	0.00	0%	SS
Replacement Friends of Broxbourne Card	5.00	5.00	0.00	0%	SS
PRIVATE HIRE MARKETING COSTS					
What's On brochure (A5)					
1/3 page	150.00	155.00	5.00	3%	SS
2/3 page	175.00	180.00	5.00	3%	SS
Full page	300.00	310.00	10.00	3%	SS
Borough poster boards (maximum 8)	35.00	40.00	5.00	14%	SS
Spotlight carpark and foyer poster boards (maximum 4)	25.00	30.00	5.00	20%	SS
Monthly E-newsletter to our GDPR approved database approx. 7k – admin costs £60	80.00	80.00	0.00	0%	SS
One off 'On sale' post across all social platforms - admin cost £60 plus boost (amount to be confirmed by private hirer).	80.00	80.00	0.00	0%	SS

CHESHUNT PARK GOLF COURSE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the Service Director.

	Actual	Fee	Change from	Change from	VAT Indicator
	2024/25 £	2025/26 £	1.00 £	2024/25 %	
<u>Rounds of Golf (Weekend and bank/public holidays)</u>					
Time band 1 (Open up to 11.00)					
Visitor	36.25	37.00	0.75	2.1%	SO
Member's Guest (1 guest per member)	31.75	32.00	0.25	0.8%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0.0%	SO
Company 2nd -3rd Guest	31.75	32.00	0.25	0.8%	SO
CGC & CPGC Matchday Visiting Team Fee Per Player / Captain's Day Visitors (During Club Allocated Tee Times Only)	25.00	26.00	1.00	4.0%	SO
Time band 2 (From 11.01 to 14.00)					
Visitor	31.75	32.00	0.25	0.8%	SO
Member's Guest (1 guest per member)	29.50	30.00	0.50	1.7%	SO
CGC & CPGC Matchday Visiting Team Fee Per Player / Captain's Day Visitors (During Club Allocated Tee Times Only)	25.00	26.00	1.00	4.0%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0.0%	SO
Company 2nd -3rd Guest	27.80	28.00	0.20	0.7%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	26.00	26.50	0.50	1.9%	SO
Time band 3 (From 14.01 until 16.30)					
Visitor	25.00	25.50	0.50	2.0%	SO
Member's Guest (1 guest per member)/Senior visitor	22.00	22.50	0.50	2.3%	SO
CGC & CPGC Matchday Visiting Team Fee Per Player / Captain's Day Visitors (During Club Allocated Tee Times Only)	22.00	22.50	0.50	2.3%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0.0%	SO
Company 2nd -3rd Guest	22.00	22.50	0.50	2.3%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	22.00	22.50	0.50	2.3%	SO
Time band 4 (From 16.30 until close)					
Visitor	20.00	20.50	0.50	2.5%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0.0%	SO
Company 2nd -3rd Guest	19.00	19.50	0.50	2.6%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	19.00	20.00	1.00	5.3%	SO
<u>Rounds of Golf (Midweek - excluding bank/public holidays)</u>					
Time band 1 (Open up to 11.00)					
Visitor	30.50	31.00	0.50	1.6%	SO
Company 1st Guest	0.00	0.00	0.00	0.0%	SO
Company 2nd -3rd Guest	28.00	28.50	0.50	1.8%	SO
CGC & CPGC Matchday Visiting Team Fee Per Player / Captain's Day Visitors (During Club Allocated Tee Times Only)	22.00	23.00	1.00	4.5%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	25.00	25.50	0.50	2.0%	SO

CHESHUNT PARK GOLF COURSE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the Service Director.

	Actual	Fee	Change from	Change from	VAT Indicator
	2024/25 £	2025/26 £	1.00 £	2024/25 %	
Time band 2 (From 11.01 - 14.00)					
Visitor	27.20	27.70	0.50	1.8%	SO
Member's Guest (1 guest per member)/Senior visitor	25.00	25.50	0.50	2.0%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0.0%	SO
Company 2nd -3rd Guest	22.20	22.80	0.60	2.7%	SO
CGC & CPGC Matchday Visiting Team Fee Per Player / Captain's Day Visitors (During Club Allocated Tee Times Only)	19.00	20.00	1.00	5.3%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	22.00	22.50	0.50	2.3%	SO
Active Herts (must provide proof of being on scheme)	10.00	10.00	0.00	0.0%	SO
Time band 3 (From 14.01 - 16.30)					
Visitor	22.00	22.50	0.50	2.3%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0.0%	SO
Company 2nd -3rd Guest	18.20	18.70	0.50	2.7%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	18.00	18.50	0.50	2.8%	SO
Active Herts (must provide proof of being on scheme)	10.00	10.00	0.00	0.0%	SO
Time band 4 (From 16.31 until close)					
Visitor	17.00	17.50	0.50	2.9%	SO
Company 1st Guest (per corporate member)	0.00	0.00	0.00	0.0%	SO
Company 2nd -3rd Guest	17.00	17.50	0.50	2.9%	SO
Societies (Minimum 8 players. If 12 booked then organiser goes free)	17.00	17.50	0.50	2.9%	SO
Active Herts (must provide proof of being on scheme)	10.00	10.00	0.00	0.0%	SO
Junior rate (under 18 years)	17.00	17.50	0.50	2.9%	SO
Juniors (with an adult over 18 years) can only play during band 3 and 4 at Weekends and 2,3 and 4 in Midweek					
Junior rates are based on time band 4 visitor rates for weekend and mid-week i.e. twilight rates					
Band 4 becomes band 3 during winter months (Oct - Mar) when the clocks change in October and the band times change as follows:					
(Weekend and bank/public holidays)					
Band 1: Open to 10.30am (Senior discounts n/a)					
Band 2: 10.31 to 12pm (Senior discounts n/a)					
Band 3: 12.01pm until close (Senior above band 4 rate applies)					
(Midweek - excluding bank/public holidays)					
Band 1: Open to 10.30am (Senior discounts n/a)					
Band 2: 10.31 to 12pm (Senior above band 2 rate applies)					
Band 3: 12.01pm until close (Senior above band 4 rate applies)					
Summer 9 hole golf and buggy (Only available May - Aug from 16.00 - 17.30)					
Buggy and 9 holes (1-2 people)	35.00	36.00	1.00	2.9%	SS
Membership Cards					
Replacement membership card	3.00	3.10	0.10	3.3%	SS

CHESHUNT PARK GOLF COURSE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the Service Director.

	Actual	Fee	Change from	Change from	VAT Indicator
	2024/25 £	2025/26 £	1.00 £	2024/25 %	
Other Charges					
Buggy hire - Visitor	32.00	32.00	0.00	0.0%	SS
Buggy hire - Member	26.50	26.50	0.00	0.0%	SS
Buggy hire - Registered disabled	23.00	23.00	0.00	0.0%	SS
Trolley Hire	8.00	8.00	0.00	0.0%	SS
Club hire - half set	19.00	19.00	0.00	0.0%	SS
Club hire - half set Active Hearts	10.50	10.50	0.00	0.0%	SS
Full member locker hire (annual fee)	75.00	77.00	2.00	2.7%	SS
Bucket of balls for driving range (25 balls)	3.75	5.00	1.25	33.3%	SS
Bucket of balls for driving range (50 balls)	5.25	7.00	1.75	33.3%	SS
Bucket of balls for driving range (100 balls)	6.50	8.50	2.00	30.8%	SS
Junior bucket of balls (16 years and under get 20% discount purchased from the shop)					
Golf Course Membership (excluding golf union fees which are recharged at cost)					
7 Day Adult - Golf & Leisure	1,055.00	1,080.00	25.00	2.4%	SO
7 Day Senior / Registered Disabled - Golf & Leisure	885.00	905.00	20.00	2.3%	SO
7 Day - Intermediate (18-24)	430.00	445.00	15.00	3.5%	SO
7 Day - Juniors (under 18)	132.00	135.00	3.00	2.3%	SO
5 Day - Adult (Monday to Friday only excludes bank holidays)	845.00	870.00	25.00	3.0%	SO
5 Day - Concession (Monday to Friday only, Senior and registered disabled) excludes bank holidays	725.00	750.00	25.00	3.4%	SO
5 day Off Peak - Adult (Monday to Friday after 11am (after 10.30am when the clocks change in winter) , excludes bank holidays)	495.00	505.00	10.00	2.0%	SO
Company Golf & Leisure hole sponsorship (per member - min of 2 sponsorships)	890.00	915.00	25.00	2.8%	SO
The following membership types are only available for existing members to renew if they are already on the rate and still qualify at time of renewal.					
5 Day - Joint Concession (excludes bank holidays)	1,305.00	1,340.00	35.00	2.7%	SO
5 Day - Over 75s (excludes bank holidays)	670.00	730.00	60.00	9.0%	SO
<u>Room Hire charges</u>					
Main Bar (Weekend nights Friday/Saturday 18.00 - 00.00 and Sunday 18.00 - 23.00)					
Friday	390.00	390.00	0.00	0.0%	SS
Saturday	490.00	490.00	0.00	0.0%	SS
Sunday	390.00	390.00	0.00	0.0%	SS
Main Bar (Weekend days 12.00 - 16.00)					
Saturday or Sunday	390.00	390.00	0.00	0.0%	SS
Main Bar Additional Hours (Friday, Saturday, Sunday)					
Rate per hour Saturday	80.00	80.00	0.00	0.0%	SS
Midweek Main Bar (Monday - Friday day time)					

CHESHUNT PARK GOLF COURSE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the Service Director.

	Actual	Fee	Change from	Change from	VAT
	2024/25	2025/26	1.00	2024/25	Indicator
	£	£	£	%	
Rate per hour	58.00	58.00	0.00	0.0%	SS
Small Bar Weekday (Monday to Friday day time excludes bank holidays)					
Rate per hour	26.00	26.00	0.00	0.0%	SS
Small Bar Weekend (Saturday, Sunday and bank holidays)					
Rate per hour	58.00	58.00	0.00	0.0%	SS
Small Bar Aventure Golf Birthday Parties (minimum 12 children or free room hire if 20 children booked)	New	30.00	New	New	SS
Rate per hour					
Damage/Additional cleaning deposit	255.00	255.00	0.00	0.0%	SO

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the relevant Service Director.

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
<u>ASTROTURF</u>					
LTLC 5-a-side pitch - per hour					
- Adult	38.60	39.50	0.90	2.3%	SO
- Junior (weekends & before 4.30pm weekdays)	20.00	20.50	0.50	2.5%	SO
- Block booking for junior teams (summer term)	19.50	20.00	0.50	2.6%	SO
JWSC 5-a-side pitch - per hour					
- Adult	49.00	50.00	1.00	2.0%	SO
- Junior (weekends & before 4.30pm weekdays)	23.20	23.70	0.50	2.2%	SO
- Block booking	54.60	55.70	1.10	2.0%	SS
- Block booking for junior teams (summer term)	22.10	22.60	0.50	2.3%	SS
JWSC Astro turf - per hour					
- Full pitch - Adult	140.70	143.50	2.80	2.0%	SO
- Full pitch - Junior (weekends & before 4.30pm weekdays)	69.80	71.50	1.70	2.4%	SO
- Full pitch - Block booking	156.20	159.50	3.30	2.1%	SO
- Full pitch - Block booking (summer term)	62.20	63.50	1.30	2.1%	SO
- Half pitch - Adult	91.10	93.00	1.90	2.1%	SO
- Half pitch - Junior (weekends & before 4.30pm weekdays)	45.50	46.50	1.00	2.2%	SO
- Half pitch - Block booking	101.00	103.00	2.00	2.0%	SO
- Block booking for junior teams (summer term)	41.00	42.00	1.00	2.4%	SS
- Quarter pitch - Adult	48.60	49.50	0.90	1.9%	SO
- Quarter pitch - Junior (weekends & before 4.30pm weekdays)	24.70	25.50	0.80	3.2%	SO
- Quarter pitch - Block booking	48.60	49.60	1.00	2.1%	SO
- Block booking for junior teams (summer term)	22.20	23.00	0.80	3.6%	SS
<u>CHILDREN'S ACTIVITIES</u>					
- Junior activities per hour	5.50	5.60	0.10	1.8%	SE
- Casual astro turf (16 & under)	2.10	2.50	0.40	19.0%	SO
- Casual astro turf (17/18)	4.50	5.00	0.50	11.1%	SO
Children's Parties per head					
Party - Activity without food (JWSC & LTLC)	8.50	8.70	0.20	2.4%	SO
Party - Scrambles without food	5.50	5.70	0.20	3.6%	SS
- Party - Room hire	25.00	25.50	0.50	2.0%	SS
- Party - no coach option	69.00	70.50	1.50	2.2%	SS
Scrambles Softplay (JWSC)					
- per hour	3.40	3.50	0.10	2.9%	SS
- Under 1 (under six months free if accompanying paying child)	1.90	2.00	0.10	5.3%	SS
- 6 for the price of 5	17.00	17.50	0.50	2.9%	SS
- exclusive hire (1.5 hours)	154.20	158.00	3.80	2.5%	SS

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the relevant Service Director.

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	202526	2024/25	2024/25	
	£	£	£	%	
<u>FIT&WELL</u>					
Gym					
- Adult	9.40	9.60	0.20	2.1%	SO
- Youth (youth fitness times)/Active Youth	5.20	5.30	0.10	2.0%	SO
- GP referral discount card (including swim)	4.70	4.90	0.20	4.3%	SO
- Leisure Over 50s session	6.70	6.90	0.20	3.0%	SO
- Induction	35.40	36.50	1.10	3.1%	SO
- Induction - Group	27.80	29.00	1.20	4.3%	SO
- Induction - Youth/Active Youth	20.30	21.00	0.70	3.4%	SO
Exercise Classes					
- Adult (up to 40 mins plus 5 mins changeover)	6.30	6.50	0.20	3.2%	SE
- Adult (up to 55 mins plus 5 mins changeover)	8.40	8.60	0.20	2.4%	SE
- Youth (youth classes only)	5.30	5.50	0.20	3.8%	SE
- Leisure 50s	6.80	7.00	0.20	2.9%	SE
- Specialist (cardiac rehab/GP referral etc.)	4.80	4.90	0.10	2.0%	SE
- Pilates/yoga premium class 60 mins	10.70	10.90	0.20	1.9%	SE
Holistic Studio (Studio Escape)					
6 Week Course 1x 60 mins class per week non-member	63.00	64.50	1.50	2.4%	SE
6 Week Course 1x 60 mins class per week member	50.00	51.00	1.00	2.0%	SE
6 Week Course 1x 90 mins class per week non-member	94.50	96.50	2.00	2.1%	SE
6 Week Course 1x 90 mins class per week member	75.60	77.00	1.40	1.9%	SE
1 x 60 mins workshop session	16.00	16.50	0.50	3.1%	SE
Fit&Well Exercise Studio (per hour)	52.30	53.50	1.20	2.3%	SS
Personal Training					
- Personal Training session (60 mins)	39.20	40.00	0.80	2.0%	SE
- Personal Training - youth (60 mins)	34.70	35.50	0.80	2.3%	SE
- Personal Training - 4 sessions (60 mins)	132.60	136.00	3.40	2.6%	SE
- Personal Training - 4 sessions, 2 person/couple (60 mins)	224.40	230.00	5.60	2.5%	SE
- Personal Training - youth - 6 sessions (60 mins)	173.40	178.00	4.60	2.7%	SE
- Personal Training - 8 sessions (60 mins)	249.90	255.00	5.10	2.0%	SE
- Personal Training - 16 sessions (60 mins)	459.00	470.00	11.00	2.4%	SE
- Personal Training session (30 mins)	19.60	20.00	0.40	2.0%	SE
- Personal Training - youth (30 mins)	17.50	18.00	0.50	2.9%	SE
- Personal Training - 6 sessions (30 mins)	98.00	100.00	2.00	2.0%	SE
- Personal Training - youth - 6 sessions (30 mins)	87.20	90.00	2.80	3.2%	SE

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the relevant Service Director.

	Actual Fee 2024/25 £	Fee 2025/26 £	Change from 2024/25 £	Change from 2024/25 %	VAT Indicator
<u>FIT&WELL MEMBERSHIPS</u>					
<u>DUAL CENTRE (LTLC & JWSC) - new memberships only - current members stay on price when they joined</u>					
Direct Debit option - continuous membership with a minimum membership of 1 month or 4 months (one month notice after 3 months membership)					
Individual (one month)	48.00	53.00	5.00	10.4%	SO
Individual (four month)	40.00	45.00	5.00	12.5%	SO
Concession	35.00	35.00	0.00	0.0%	SO
Corporate	35.00	35.00	0.00	0.0%	SO
Active Youth (18 yrs and under)	24.00	25.00	1.00	4.2%	SO
Group Membership - 2 person	69.00	69.00	0.00	0.0%	SO
Group Membership - 3 person		99.00	99.00	NEW	SO
Group membership - 4 person	99.00	120.00	21.00	21.2%	SO
ANNUAL option					
12 x monthly DD fee					
Individual	480.00	540.00	60.00	12.5%	SO
Concession	420.00	420.00	0.00	0.0%	SO
Corporate	420.00	420.00	0.00	0.0%	SO
Active Youth (18 yrs & under)	288.00	300.00	12.00	4.2%	SO
SHORT TERM FIT&WELL MEMBERSHIPS (no joining or induction fee payable)					
Student Summer Holiday - one month	35.00	35.00	0.00	0.0%	SO
(Sold from 1st August to 31st August, December and Easter)					
Student Summer Holiday - two months	70.00	70.00	0.00	0.0%	SO
(Sold from 1st July to 31st August)					
Student Summer Holiday - three months	105.00	105.00	0.00	0.0%	SO
(Sold from 1st June to 31st July)					
Student Summer Holiday - four months	140.00	140.00	0.00	0.0%	SO
(Sold from 1st May to 30th June)					
Referral - three months (GP, probation, HYJS)	99.90	99.90	0.00	0.0%	SO
<u>SINGLE SITE (JWSC only) - new memberships only - current members stay on price when they joined</u>					
Direct Debit option - continuous membership with a minimum membership of 4 months (one month notice after 3 months membership)					
Individual (four months)	36.00	36.00	0.00	0.0%	SO
Individual (one month)	41.00	41.00	0.00	0.0%	SO
ANNUAL option					
12 x monthly DD fee					
Individual	432.00	432.00	0.00	0.0%	SO
FIT&WELL JOINING FEE - for both sites					
Adult	30.00	30.00	0.00	0.0%	SS
Concession	30.00	30.00	0.00	0.0%	SS
Corporate	30.00	30.00	0.00	0.0%	SS
Youth - one youth can join with no joining fee for each parent who is a Fit&Well member	15.00	15.00	0.00	0.0%	SS
Replacement membership card	2.50	2.50	0.00	0.0%	SS
Replacement padlock	New	5.00	New	New	SS
Suspend membership - monthly fee	10.00	10.00	0.00	0.0%	SS
Administration fee for membership debt collection	25.00	25.00	0.00	0.0%	SS
Administration fee for membership changes	10.00	10.00	0.00	0.0%	SS

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the relevant Service Director.

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	202526	2024/25	2024/25	
	£	£	£	%	
<u>MISCELLANEOUS</u>					
Locker Hire					
- Locker hire	0.20	0.20	0.00	0.0%	SS
Health Suite - including swim (per session)					
- Adult	10.00	10.20	0.20	2.0%	SS
- Concession	9.00	9.20	0.20	2.2%	SS
- Leisure 50s (specific sessions)	6.60	6.80	0.20	3.0%	SS
- Health Suite with activity	5.60	5.70	0.10	1.8%	SS
Squash Court (Per 40 Minutes)					
- Adult	12.00	12.50	0.50	4.2%	SO
- Junior (off peak times only)	5.40	5.50	0.10	1.9%	SO
- Adult - 6 sessions for the price of 5	60.00	62.50	2.50	4.2%	SO
Leisure over 50s					
- Bowls per session	5.40	5.50	0.10	1.9%	SO
- Activity per session	6.00	6.10	0.10	1.7%	SO
Leisure 50 activity/bowls books - 6 sessions for the price of 5					
- Leisure 50s	31.00	31.60	0.60	1.9%	SO
Short Mat Bowls - 2 hours	4.30	4.40	0.10	2.3%	SO
Short Mat Bowls - 2 hours (FoB)	4.00	4.10	0.10	2.5%	SO
Equipment Hire					
- Rackets	2.60	2.65	0.05	2.0%	SS
- Refundable deposit	5.30	5.50	0.20	3.8%	SS
- Chair - each	1.00	1.10	0.10	10.0%	SS
- Table - each	2.70	2.75	0.05	2.0%	SS
- Barrier - each	2.60	2.65	0.05	2.0%	SS
- Sports hall mat - each	0.50	0.55			SS
Meeting Room per hour (large - LT MPR, bar for meeting))					
	28.50	29.10	0.60	2.1%	SS
Meeting Room per hour (medium - JW classroom, LT activity space)					
	22.00	22.50	0.50	2.3%	SS
Bar Area (per hour)					
LTLC	37.50	38.25	0.75	2.0%	SS
JWSC	37.50	38.25	0.75	2.0%	SS
Minimum hire period of six hours on Friday/Saturday evening					

Damage deposit for events

Up to 100% of the value of the booking at the manager's discretion.

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the relevant Service Director.

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
<u>TRAINING COURSES</u>					
National Pool Lifeguarding Qualification (with AED)	315.00	315.00	0.00	0.0%	SE
National Pool Lifeguarding Qualification (without AED)	283.50	283.50	0.00	0.0%	SE
First Aid at Work	241.50	241.50	0.00	0.0%	SE
First Aid at Work - renewal	191.00	191.00	0.00	0.0%	SE
First Aid at Work - refresher	42.00	42.00	0.00	0.0%	SE
Emergency first aid	131.50	131.50	0.00	0.0%	SE
ASA level 1 - from 1st January 2024	440.00	440.00	0.00	0.0%	SE
ASA level 2 - from 1st January 2024	725.00	725.00	0.00	0.0%	SE
ASA Coaching Aquatic Pre-Fundamentals (QCF) - 1/1/2024	305.00	305.00	0.00	0.0%	SE
<u>SPORTS HALL</u>					
Badminton / Pickleball- (Per hour, per court)					
- Adult	13.50	13.77	0.27	2.0%	SO
- Adult (block booking)	16.00	16.32	0.32	2.0%	SO
- Junior (off peak times only)	8.50	8.67	0.17	2.0%	SO
- Club	7.80	7.96	0.16	2.0%	SO
Badminton - 6 sessions for the price of 5	67.00	68.34	1.34	2.0%	SO
Table Tennis - (Per hour, per table)					
- Adult	13.30	13.57	0.27	2.0%	SO
- Junior (off peak times only)	8.50	8.67	0.17	2.0%	SO
Second table on court	8.70	8.87	0.17	2.0%	SO
Table tennis - 6 sessions for the price of 5	66.50	67.83	1.33	2.0%	SO
LTLC Olympic Hall (6 courts) JWSC Sports Hall (4 courts)					
- Per hour/per court	23.10	23.6	0.46	2.0%	SS
- Per hour/whole hall (LTLC - including bleachers)	215.00	219.3	4.30	2.0%	SS
- Per hour/whole hall (LTLC - excluding bleachers)	130.00	132.6	2.60	2.0%	SS
JWSC Cricket Nets (four nets) per hour	81.00	82.6	1.62	2.0%	SS

LAURA TROTT LEISURE CENTRE and THE JOHN WARNER SPORTS CENTRE

BROXBOURNE SPORT

All prices are maximum which may be varied at the discretion of the relevant Service Director.

	Actual Fee	Fee	Change from	Change from	VAT Indicator
	2024/25	2025/26	2024/25	2024/25	
	£	£	£	%	
<u>SWIMMING</u>					
Casual swimming					
- Adult	5.90	6.00	0.10	1.7%	SO
- Junior	3.20	3.30	0.10	3.1%	SO
- Concession (other than junior)	3.60	3.70	0.10	2.8%	SO
- Family swim (two adults + up to two children or one adult and up to three children)	13.50	14.00	0.50	3.7%	SO
- Parent/guardian plus under three	3.20	3.30	0.10	3.1%	SO
- Fun toy swim	3.60	3.70	0.10	2.8%	SO
- Leisure 50s	3.60	3.70	0.10	2.8%	SO
- Swim and socialise	4.60	4.70	0.10	2.2%	SO
- Child under three		Free			
- Designated disabled session (customer and carer). In any other public swim session the disabled person pays the normal price but a carer attending purely to aid the disabled person is allowed in free of charge)		Free			
Book of Swimming Tickets (6 tickets for the price of 5)					
- Adult	29.50	30.00	0.50	1.7%	SO
- Junior	16.00	16.50	0.50	3.1%	SO
- Concessionary	18.00	18.50	0.50	2.8%	SO
- Leisure Club over 50s	18.00	18.50	0.50	2.8%	SO
Swimming Lessons / Courses					
Adult lesson (30 mins), youth lifesaving & swim trainer					
- 50 weeks cash block - including free casual swimming	436.80	475.00	38.20	8.7%	SE
- Direct Debit membership (per month) - including free casual swimming for Youth & Swim Trainer	40.40	44.00	3.60	8.9%	SE
Junior lesson (30 mins)					
- 50 weeks cash block - including free casual swimming	343.90	375.00	31.10	9.0%	SE
- Direct Debit membership (per month) - including free casual swimming and badges, certificates and hats	32.00	35.00	3.00	9.4%	SE
- Joining fee for swimming lessons	20.00	20.00	0.00	0.0%	SS
- School Swimming (30 mins) with instruction/per child - from 1st September 2024	3.00	3.10	0.10	3.3%	SE
- Individual course (6 x 30 mins) (1 to 1)	152.40	155.50	3.10	2.0%	SE
- Individual course (6 x 30 mins) (1 to 2)	237.80	243.00	5.20	2.2%	SE
- Individual course (6 x 30 mins) (1 to 3)	269.90	275.50	5.60	2.1%	SE
Pool Hire (per hour)					
Pool Parties - main pool	221.00	225.40	4.40	2.0%	SO
Pool Parties - JWSC learner pool on its own	148.00	151.00	3.00	2.0%	SO
Pool Parties - JWSC learner pool in addition to main pool	37.30	38.00	0.70	1.9%	SO
Gala Pool Hire	148.00	151.00	3.00	2.0%	SS
Club Hire Training - single lane	21.10	21.60	0.50	2.4%	SS
Club Hire Training - multiple lanes - per lane	16.20	16.60	0.40	2.5%	SS

BROXBOURNE SPORT AND BROXBOURNE LEISURE AND CULTURE CONCESSIONARY QUALIFICATIONS

Category	Proof required	Renewal date	Expiry date
Young people 18 or under	Passport or birth certificate	N/A	18th birthday
People in full time education	Student ID card or school letter	August 31 at end of academic year that proof relates to	
Income based job seekers	Notice of entitlement to income based job seekers allowance	Last date of period specified on notice	
Low income families	Notice of entitlement to income support	Last date of period specified on notice	
Disabled persons	Notice of entitlement showing allowance for disability	Last date of period specified on notice	
Persons aged 66 or above	Passport, driving licence or birth certificate	N/A	None
War pensioner or widow	Notice of entitlement	N/A	None
Hertfordshire Additional Needs Database (HAND) member	Membership card	N/A	20th birthday
Ex-service personnel	Proof of service	N/A	