



# Fees & Charges 2010-2011

Financial Services



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Copies of this document are available on the council website [www.swale.gov.uk](http://www.swale.gov.uk).

If you would like further information, more copies or alternative versions (i.e. large print, audio, different language) we will do our best to accommodate your request please contact:

Customer Services,  
Phone: 01795 417850  
Email: [csc@swale.gov.uk](mailto:csc@swale.gov.uk)

**HALLS AND ROOMS FOR HIRE – FEES AND CHARGES****1. Introduction**

Swale Borough Councils' Music and Dancing Licence in halls does not allow dancing after Midnight Mondays to Thursdays and up to 1am on Fridays and 12 Midnight on Saturdays. Music and dancing is not permitted on Sundays and Good Friday.

50% of the hiring fee payable on booking. Balance of fees due at least one month before any hiring.

No hiring fees, either deposits or balances, will be refunded except in very exceptional circumstances and at the discretion of the Council.

**These Fees and Charges can be subject to review at any time by the Council or one its contracted third sector partners.**

**2. Use of Halls for a 'Party'**

The deposit below is payable one month before the hiring takes place (at the same time that the hiring balance is due). It applies to all Party type events e.g. a Birthday Party, Wedding Reception, Anniversary or Dinner Party. The Deposit will be repaid in full to the Hirer no later than 3 weeks after the Hiring provided no damage has been caused to the Hall during the Party and no special cleaning or repairs have had to be undertaken.

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Deposit (fully refunded should no repair or special cleaning be required following use of the Hall for a 'Party')	0	150.00

**2. Caretaking services**

The Council will ensure that the Halls are unlocked to allow a Hirer access to the Hall they have hired and will also ensure that it is locked up when the hiring is completed and the Hirer leaves the building.

The Borough Council will ensure that a Caretaker is present in the Alexander Centre when the Offices and adjoining Rooms are in use. This is primarily to provide building security including unlocking and locking the building before and after Hirings.

Additionally the Caretaker will set up and put away any chairs and tables required for hirings of the Sydney Room, Jubilee Room and Batterbee Room without additional charges being made.

For all other rooms/halls if the Hirer requires chairs and/or tables to be set up and cleared away by the Caretaker, an additional charge will be made. This is detailed in Section 4 overleaf.

### **3. Fees and Charges**

#### **a.) Alexander Centre - Faversham**

Minimum hiring of 2 hours Monday to Thursday only.

##### ***i. Gatefield Hall***

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Minimum hire of 2 hrs <b>Monday to Thursday <u>Daytime</u> (inc Friday for 2010/11) 9am - 5.00pm only.</b>		
Hourly Rate	17.50	17.50
Day time Rate	96.50	96.50
<b>Monday to Thursday <u>Evening</u> 5.00pm - 12 midnight only</b>		
Hourly Rate	Not previously offered. Inc' in above	17.50
Evening Rate	Not previously offered. Inc' in daily rate	96.50
<b>Friday and Saturday <u>Evening</u> 5.00pm - 1am</b>	Not previously offered. Inc' in daily rate	120.00
<b>Friday and Saturday <u>all day</u> (9am - 1am Fri, 9am - 12 midnight Sat)</b>	169.50	169.50
<b>Saturday <u>Half Day</u> (5 Hours – 8am to 1pm, or 1pm - 5.00pm)</b>	101.00	101.00
<b><u>Set up and Clear away Caretaking services</u></b>		
<b>Standard Tables and/or Chairs</b>	Included in above	16.00
<b>Standard Stage</b>	Included in above	25.00
<b><u>Lounge Bar</u></b>		
<b>All Days (hired only with Gatefield Hall)</b>	34.00	34.00
<b><u>Gatefield Kitchen</u></b>		
<b>All Days - full use</b>	38.00	38.00
- tea/coffee making only	19.00	19.00

ii. **Sydney Room**

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
<b>Mon – Thurs</b> Hourly Rate	9.00	9.00
<b>Mon – Thurs</b> Half Daily Rate (9am - 5pm or 5pm - 11pm)	28.00	28.00
Daily Rate (9am – 11pm)	56.00	56.00
<b>Friday</b> Hourly Rate	10.50	10.50
<b>Fri - Sat</b> <u>Half</u> Daily Rate (9am - 5.00pm or 5.00pm - 11pm)	31.00	31.00
<u>Daily Rate</u> (9am – 11pm)	62.00	62.00
<u>Kitchen</u> <b>All Days</b> –hire daily	12.50	12.50

iii. **Jubilee & Batterbee Rooms**

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
<b>Mon-Thurs</b> Hourly Rate	11.50	11.50
<b>Mon-Thurs</b> Half Daily Rate (9am - 5pm or 5pm -11pm)	31.00	31.00
Daily Rate (9am – 11pm)	62.00	62.00
<b>Friday</b> Hourly Rate –	12.00	12.00
<b>Fri-Sat</b> <u>Half</u> Daily Rate - (9am - 5pm or 5pm - 11pm)	42.50	42.50
<u>Daily Rate</u> (9am – 11pm)	85.00	85.00
<u>Kitchen</u> <b>All Days</b> - hire daily	12.50	12.50

Commercial

-

Two and half times the Saturday rate

Sundays

Bank Holidays

New Year's Eve

Market Research Companies

Three times the Saturday rate to £ above.

**b.) Borough Hall - Queenborough**

Service	2009/10 Charge (£)	2010/11 Charge (£)
Minimum hire of 2 hrs.		
<u>Main hall</u>		
<b>Mon - Thurs</b> Daytime (9am to 5.00pm) Hourly Rate	13.50	13.50
All daytime (9am - 5.0pm) hiring	100.00	65.00
<b>Mon - Thurs</b> (5.00pm to 12 midnight) - Evening hiring	Not previously offered. Inc' in above rate	75.00
<b>Friday and Saturday</b> Daily Rate (9am – 12 midnight) - inc small hall.	140.00	150.00
<u>Small Hall only</u>		
<b>Mon - Thurs</b> Hourly Rate (9am to 5.00pm)	7.00	7.00
<u>Set up and Clear away Caretaking services – main Hall</u>		
<b>Standard Tables and/or Chairs</b>	Service inc in above charges	14.00
<b>Standard Stage</b>	Service inc in above charges	21.00
<u>Lounge bar area</u>		
<b>All Days and times</b> - only let with Main Hall	28.50	28.50
<u>Kitchen</u>		
<b>All days</b> – Full Usage	31.00	31.00
– Tea / Coffee making only	16.00	16.00

Commercial

-

Two and half times the Saturday rate

Sundays

Bank Holidays

New Year's Eve

}

Three times the Saturday rate to £ above.

**c.) King George V Playing Field Pavilion Hall/Tea Room - Sittingbourne**

This hall is not licensed for music and dancing and consequently can only be hired for functions where there is no sale of admission tickets.

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
<u>Main Hall/Tea Room</u> Minimum hiring of 2 hrs		
<b>Monday to Thursday</b> Daytime Hourly rate (9am -5.00pm)	10.00	10.00
Evening hourly rate (5.00pm – 12 midnight)	10.00	12.00
<b>Friday</b> Daytime Hourly Rate (9am – 5.00pm)	10.50	10.50
Evening hourly rate (5.00pm – 12 midnight)	10.50	11.50
<u>Playgroups</u> per morning	17.00	25.00
<b>Saturday</b> (Minimum hiring 5 hrs) Daytime hourly rate (9am – 5.00pm)	11.50	12.00
Evening hourly rate 5.00pm – 12 midnight	11.50	14.00
<u>Tea Room</u> <b>All days</b> for children's parties only - minimum hiring 3 hrs.....daytime per hour	7.50	8.00
<u>Set up and Clear away Caretaking services – either room</u> <b>Standard Tables and/or Chairs</b>	Service inc in above charges	6.00

Sundays  
Bank Holidays  
New Year's Eve



Three times the Saturday rate to above.

**d.) Kemsley Hall**

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Minimum hire of 2 hrs		
<u>Main hall (inc Kitchen and Foyer)</u>		
<b>Mon - Thurs</b> Daytime (9am to 5.00pm)		
Hourly Rate	11.00	11.00
All daytime (9am - 5.00pm) hiring	60.00	60.00
<b>Mon - Thurs</b> (5.00pm to 12 midnight) - Evening hiring	75.00	75.00
<b>Friday and Saturday</b> Daily Rate (9am – 12 midnight) - inc Bar.	195.00	195.00
<b>Friday and Saturday</b> Evening Rate (5.00pm – 12 midnight) - inc Bar.	120.00	120.00
<b>Saturday</b> Daytime (9am to 5.00pm)	Not previously offered	110.00
<b>Sunday</b> Morning Rate (9am – 1pm)	Not previously offered	70.00
<u>Set up and Clear away Caretaking services – main Hall</u>		
<b>Standard Tables and/or Chairs</b>	Service inc in above charges	14.00
<u>Bar area only</u>		
<b>Mon - Thurs</b> hourly rate	8.00	8.00
<b>Friday and Saturday</b> hourly rate	10.00	10.00

Commercial - Two and half times the Saturday daytime rate

Sunday afternoon/eve  
Bank Holidays  
New Year's Eve } Three times the Saturday daytime charge above.



**5.) Storage**

The Halls have some storage capacity.

The Council's policy in respect of storage is as follows:

- Overnight and longer term storage of Hirer's own possessions and equipment is not permitted unless by arrangement agreed in writing with Swale Borough Council.
- Capacity to store any item(s) may not be available and the Council reserves the right to refuse to store any item(s).
- Storage will only be available to Regular Hirers (Hirers who have booked the same venue for at least 6 separate events/days, at least once per month)
- The Council will not take responsibility for loss or damage to any item(s)/equipment stored on Council premises as part of any arrangements agreed with a Hirer(s).
- The charges below are applicable for storage in any of the Community Halls and are for illustration purposes pending agreement between both parties through a joint assessment of space used and reviewed by both parties on a regular basis (photographic records may be maintained)
- The Council reserves the right to dispose of items in storage, if for any reason storage charges are not paid by the Hirer within 40 days of relevant invoices being payable, or, if after the Hirer's agreed final hiring of the hall, items in storage are not collected and removed from the Hall.

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Storage / m2 / month	na	2.50
Storage / m2 / week	na	1.00

**PLANNING FEES –**

Please follow the following link to access the internet page detailing planning fees.

<http://www.swale.gov.uk/assets/planning-general/1app-planning-forms/fees.pdf>

**Hedges fees**

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Complaints made under the High Hedges Legislation	450.00	450.00

LOCAL LAND CHARGES – UNDER REVIEWPersonal Search

Statutory fees effective from 1st January 2010.

Service	2009/10 Charge (£)	2010/11 Charge (£)
Personal Search Fee	11.00	22.00

Photocopying charges for copy planning approvals, copy agreements etc

Service	2009/10 Charge (£)	2010/11 Charge (£)
Per approval (Per Markinson's decision fee from 2009-10 applies per page)	0.10	0.10
Copy Agreements/Enforcement Notices	16.00	16.00

Electoral Services

Statutory fees for the purchase of Electoral Register:

Service	2009/10 Charge (£)	2009/10 Charge (£)
Hard copies	£10.00 plus £5 per 1000 electors	£10.50 plus £5.50 per 1000 electors
Register Tape	£20.00 plus £1.50 per 1000 electors	£21.00 plus £1.50 per 1000 electors
Register Labels	£25.00 per 1000 electors	£26.00 per 1000 electors
Register Disc	£20.00 plus £1.50 per 1000 electors	£21.00 plus £1.50 per 1000 electors
Overseas Electors	£20.00 plus £1.50 per 1000 electors	£21.00 plus £1.50 per 1000 electors

Regulations now restrict the supply of the Full version of the Register of Electors to law enforcement agencies and political parties but the Edited version is available for purchase by anyone. \*For further information, please contact the Electoral Services Officer.

OTHER NON-STATUTORY FEES:DEMOCRATIC SECTIONHire of Meeting Rooms at Swale HouseNon Commercial Hire

	2009/10 Half Day (£)	2009/10 Full Day (£)	2010/11 Half Day (£)	2010/11 Full Day (£)
Council Chamber	75.50	112.50	75.50	112.50
Committee Room	37.00	73.50	37.00	73.50
Assembly Room	37.00	73.50	37.00	73.50
Use of Kitchen	11.50	22.00	11.50	22.00

**Commercial Hire**

	2009/10 Half Day (£)	2009/10 Full Day (£)	2010/11 Half Day (£)	2010/11 Full Day (£)
Council Chamber	169.00	283.50	169.00	283.50
Committee Room	84.00	142.00	84.00	142.00
Assembly Room	84.00	142.00	84.00	142.00
Use of Kitchen	22.00	55.50	22.00	55.50

**Council Minutes and Agenda**

Service	2009/10 Annual Fee (£)	2009/10 Fee Per Copy (£)	2010/11 Annual Fee (£)	2010/11 Fee Per Copy (£)
Planning Committee Agenda	147.00	13.50	147.00	13.50
Other Agenda	33.50	7.00	33.50	7.00
Planning Committee Minutes	51.50	7.00	51.50	7.00
Other Minutes	20.00	6.00	20.00	6.00

**FEES FOR PREMISES AND PERSONAL LIQUOR LICENSING**

Renewals apply annually in November.

Under the new licensing system, the charge is based on the rateable value of the property.

Rateable Value Bands	09/10 A (£)	09/10 B (£)	09/10 C (£)	09/10 D (£)	09/10 E (£)	10/11 A (£)	10/11 B (£)	10/11 C (£)	10/11 D (£)	10/11 E (£)
Main Application Fee	100	190	315	450	635	100	190	315	450	635
Main Annual Charge	70	180	295	320	350	70	180	295	320	350

Rateable values, fee bands are based on.

Rateable Value Band	09/10	09/10	09/10 (£)	10/11	10/11	10/11 (£)
<b>A</b>	No rateable value	to	4300	No rateable value	to	4300
<b>B</b>	4301	to	33000	4301	to	33000
<b>C</b>	33001	to	87000	33001	to	87000
<b>D</b>	87001	to	125000	87001	to	125000
<b>E</b>	125001	and	above	125001	and	above

**SEX ESTABLISHMENTS**

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Sex Establishment Application Fee and First Licence	4000.00	4200.00
Sex Establishment Licence Renewal per annum	650.00	685.00

**OTHER ADMINISTRATION SERVICES****Lottery Licence Fees**

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Lottery Licence	35.00	40.00

**Premises Licence Fees****New Application**

<b>Premises Type</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Bingo Club	2160.00	2268.00
Betting Premises (excluding Tracks)	2160.00	2268.00
Tracks	1690.00	1775.00
Family Entertainment Centres	1690.00	1775.00
Adult Gaming Centre	1690.00	1775.00

**Annual Fee**

<b>Premises Type</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Bingo Club	670.00	703.00
Betting Premises (excluding Tracks)	430.00	450.00
Tracks	670.00	703.00
Family Entertainment Centres	580.00	610.00
Adult Gaming Centre	670.00	703.00

**Application to Vary**

Premises Type	2009/10 Charge (£)	2010/11 Charge (£)
Bingo Club	1475.00	1550.00
Betting Premises (excluding Tracks)	1245.00	1308.00
Tracks	1130.00	1186.00
Family Entertainment Centres	760.00	800.00
Adult Gaming Centre	760.00	800.00

**Application to Transfer**

Premises Type	2009/10 Charge (£)	2010/11 Charge (£)
Bingo Club	820.00	860.00
Betting Premises (excluding Tracks)	820.00	860.00
Tracks	820.00	860.00
Family Entertainment Centres	820.00	860.00
Adult Gaming Centre	820.00	860.00

**Application for Re-Instatement**

Premises Type	2009/10 Charge (£)	2010/11 Charge (£)
Bingo Club	820.00	860.00
Betting Premises (excluding Tracks)	820.00	860.00
Tracks	820.00	860.00
Family Entertainment Centres	820.00	860.00
Adult Gaming Centre	820.00	860.00

**Application for Provisional Statement**

Premises Type	2009/10 Charge (£)	2010/11 Charge (£)
Bingo Club	2160.00	2268.00
Betting Premises (excluding Tracks)	2160.00	2268.00
Tracks	1690.00	1775.00
Family Entertainment Centres	1690.00	1775.00
Adult Gaming Centre	1690.00	1775.00

**Licence Application (Provisional Statement holders)**

Premises Type	2009/10 Charge (£)	2010/11 Charge (£)
Bingo Club	890.00	935.00
Betting Premises (excluding Tracks)	890.00	935.00
Tracks	890.00	935.00
Family Entertainment Centres	735.00	772.00
Adult Gaming Centre	890.00	935.00

**Copy Licence**

Premises Type	2009/10 Charge (£)	2010/11 Charge (£)
Bingo Club	25.00	26.50
Betting Premises (excluding Tracks)	25.00	26.50
Tracks	25.00	26.50
Family Entertainment Centres	25.00	26.50
Adult Gaming Centre	25.00	26.50

**Notification of Change**

Premises Type	2009/10 Charge (£)	2010/11 Charge (£)
Bingo Club	50.00	53.00
Betting Premises (excluding Tracks)	50.00	53.00
Tracks	50.00	53.00
Family Entertainment Centres	50.00	53.00
Adult Gaming Centre	25.00	53.00

**Permit Fees****Application Fee**

Permit Type	2009/10 Charge (£)	2010/11 Charge (£)
FEC Gaming Machine	300.00	300.00
Prize Gaming	300.00	300.00

**Renewal Fee**

Permit Type	2009/10 Charge (£)	2010/11 Charge (£)
FEC Gaming Machine	300.00	300.00
Prize Gaming	300.00	300.00

**Transitional Application Fee**

Permit Type	2009/10 Charge (£)	2010/11 Charge (£)
FEC Gaming Machine	100.00	100.00
Prize Gaming	100.00	100.00

**Miscellaneous Fees****Change of Name**

Permit Type	2009/10 Charge (£)	2010/11 Charge (£)
FEC Permits	25.00	25.00
Prize Gaming Permits	25.00	25.00

**Copy of Permit**

Permit Type	2009/10 Charge (£)	2010/11 Charge (£)
FEC Permits	15.00	15.00
Prize Gaming Permits	15.00	15.00

**Other Charges**

Service	2009/10 Charge (£)	2010/11 Charge (£)
Personal Licence for alcohol	37.00	37.00
Personal Licence change	10.50	10.50
Premises Licence change	23.00	23.00
Transfers	23.00	23.00
Temporary Events	21.00	21.00
Register of interest	21.00	21.00
Licence Application Fee for Houses in Multiple Occupation (5 Year Licence)	490.00	490.00

ENVIRONMENTAL HEALTH LICENSING/REGISTRATION - VAT NOT APPLICABLE

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Breeding of Dogs Act	226.00	236.00
Animal Boarding Establishments	226.00	236.00
Riding Establishments	226.00	236.00
Pet Animals	215.00	225.00
Dangerous Wild Animals	226.00	236.00
Zoo Licence (lasts for 4 years & 5 years subsequent)	840.00	850.00
Local Government (Miscellaneous Provisions) Act 1982 (Cosmetic Piercing, Electrolysis, Tattooing and Semi-Permanent Skin Colouring, Acupuncture).	226.00	230.00
CIEH Level 2 Award Training in Food Safety in Catering	52.50	55.00
Export Certificate (Food) for:		
(a) premises in Swale	226.00	50.00
(b) food in transit	226.00	50.00
Requests for Environmental Information (e.g. planning, contaminated land)		
(a) General	55.00	55.00
(b) Specific	42.00 (Up to 30 mins) 55.00 (Per hour thereafter)	42.00 (Up to 30 mins) 55.00 (Per hour thereafter)
Stray Dogs - Statutory Collection Charge	25.00	25.00
Administration fee for collected/returned stray dogs	15.00	15.00
Out of hours administration fee for collected/returned stray dogs	30.00 (£15.00 Admin fee, plus £15.00 cost incurred by the Council)	30.00 (£15.00 Admin fee, plus £15.00 cost incurred by the Council)
Charge for clinical waste (per collection)	1.75	Free
Wheeled Bins – New	39.50	35.00
Green Waste Collection (per annum) – ( <i>Brown Bin</i> )	37.00	37.00
Bulky Waste Collection Charge (up to four bulky items, or a fridge/freezer)	16.00	16.00
Pest Control Treatments (Non-benefit customers)	55.00	55.00
Pest Control Treatments (If on benefits listed)	15.00	15.00
Pest Control Treatments (For Rats) – If on benefits	Free	Free
Double-treatment for two different pests(Non-benefit customers)	80.00	80.00
Double-treatment for two different pests (If on benefits listed)	25.00	25.00
Fixed Penalty Notices - Littering & Graffiti	80.00	80.00
- Dog Fouling	80.00	80.00



**LEISURE CENTRES FEES AND CHARGES**

These are Swale Community Leisure Ltd. facilities managed by Serco on their behalf. Change in prices are effective from 1 October and will be included in the October 2010 report.

**PLAYING FIELDS AND OPEN SPACES**

All fees payable in advance

**Sports Pitches****Football and Rugby per Game - inclusive of VAT**

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2009/10 Charge (£)</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>	<b>2010/11 Charge (£)</b>	<b>2010/11 Charge (£)</b>
	Senior	Under 18's	Under 16's & Mini Soccer	Senior	Under 18's	Under 16's & Mini Soccer
With changing facilities and showers	52.50	16.50	12.00	53.25	16.75	12.25
With changing facilities only	43.00	14.00	11.00	43.50	14.25	11.25
With no facilities	26.50	12.00	7.50	28.00	12.25	7.75

NB: - Block bookings for 10 or more series of lets are VAT exempt. This would provide a saving of up to £7.93 per game (based on 10/11 charges). Criteria apply, including that the series is to be paid for as a whole.

**ALLOTMENTS - NON VATABLE**

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Plots of 10 rods (OAP's/Disabled 50% reduction)	27.50	28.00

**TRAVELLING FAIRS/FETES - NON-VATABLE**

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
Pitch premium for 'open days' per day	650.00	659.00
On site fee including arrival and departure days	47.50	48.00
Refundable deposit	525.00	525.00
Fetes	44.00	45.00
Refundable deposit	52.50	55.00

ACCESS OVER OPEN SPACE LICENCE

Service	2009/10 Charge (£)	2010/11 Charge (£)
Access over Open Space Licence - cost to administer access i.e. public liability etc.	50.00	50.00

HARBOUR (QUEENBOROUGH) - INCLUSIVE OF VAT

Service	2009/10 Charge (£)	2010/11 Charge (£)
<u>Annual Moorings</u> - 1st April to 31st March the following year Nos. 1-13 and 49-86 Nos. 27-48	620.00 665.00	620.00 665.00
<u>Summer Moorings</u> - 1st April to 30th November Nos. 1-13 and 49-86 Nos. 27-48	505.00 545.00	505.00 545.00
<u>Winter Moorings</u> - 1 <sup>st</sup> December to end of March the following year	226.00	230.00
<u>Visitor, Concrete Lighter, Casual and Other Buoys</u> Mooring No's 14-25a Per week Per stay	45.00 9.00	46.00 9.00
<u>Causeway</u> – Access card available from Swale Borough Council	16.00	16.00
<u>Town Quay Berths</u> Pleasure Craft Registered fishing vessels - per annum Daily charges - vessels per day	277.00 330.00 9.00	277.00 330.00 9.00
Repair/renovation of craft (per metre per week) Scrubbing off berth per day (Free to regular mooring holders)	10.50 10.50	11.50 11.50
Owners of private property abutting the creek be allowed to moor free of charge one pleasure boat not exceeding twenty feet in length.	Free	Free
Licence for Pleasure Boats	105.00	106.00
Winter Storage for vessels (per week)	10.50	11.00
Emergency Towing of vessels – 1 <sup>st</sup> hour 2 <sup>nd</sup> hour	55.00 27.00	56.00 27.00
Dinghy Storage - Week - Annual (Free to regular mooring holders)	5.50 155.00	5.50 155.00
Burial of Ashes at Sea	58.00	59.00
Queenborough Harbour Moorings Deposit (Non-refundable)	100.00	100.00

NB: Mooring fees adjusted to be divisible by the appropriate number of months to maintain equal payments on a pro rata basis.

\* A 50% discount of the normal fee is available for the two Sea Cadet Units (Sittingbourne & Sheppey) for moorings at Queenborough Harbour.

**CEMETERIES - BURIAL FEES - NON VATABLE**

The following fees and charges are applicable to residents\* of the Borough of Swale. Non-residents are required to pay double the burial charges set out below, except where indicated otherwise (Child Burials). All fees are payable in advance and are non-vatable unless stated.

<b>Service</b>	<b>2009-10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
<u>Burial - Coffin</u> 1 <sup>st</sup> Burial To include as required: Exclusive Right of Burial, Interment, Memorial and re-inscription Permits. Sittingbourne, Faversham & Murston Sheppey Note: Where no use has been made of a previously purchased grave the first interment only will be at £601 at Sittingbourne, Faversham & Murston, £492 at Sheppey (inc. Memorial Permit).	1103.00 995.00	1118.00 1009.00
2 <sup>nd</sup> Burial Sittingbourne, Faversham & Murston Sheppey	524.00 405.00	531.00 411.00
3 <sup>rd</sup> Burial Sittingbourne, Faversham & Murston	405.00	411.00
<u>Burial - Unpurchased Grave/Common Burial</u> Sittingbourne, Faversham & Murston Sheppey Note: Exclusive Right of Burial is not purchased in this price. It does not include the issue of a Deed or Memorial Permit rights.	588.00 484.00	601.00 492.00
<u>Burial - Cremated Remains – All Cemeteries</u> 1 <sup>st</sup> Burial To include as required: Exclusive Right of Burial, Interment, Memorial and re-inscription Permit. Where no use has been made of a previously purchased grave the first interment will be at £172 (inc. Memorial Permit). All Cemeteries	371.00	376.00
2 <sup>nd</sup> Burial	170.00	172.00
3 <sup>rd</sup> Burial	170.00	172.00
4 <sup>th</sup> Burial	170.00	172.00

<b>Service</b>	<b>2009-10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
<u>Burial - Child Coffin</u>		
Under 12 years of age in Children's Plot (Resident of Swale)	Free of Charge	Free of Charge
Under 12 years of age in an Adult Plot (Resident of Swale)	170.00	172.00
Under 12 years of age in a Child Plot (Non Resident of Swale)	114.00	116.00
Under 12 years of age in an Adult Plot (Non Resident of Swale)	278.00	282.00

<b>Service</b>	<b>2009-10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
<u>Ancillary Services</u>		
Issue of Letter of Confirmation where Deed is Lost	42.00	43.00
Use of Chapel in Sittingbourne	53.00	65.00
Use of Chapel in Faversham	53.00	90.00
Planted grave per annum	90.00	91.00
Turfed grave	At Cost	At Cost
Memorial Tree	220.00	223.00
Memorial Bench	At Cost plus 115.00 Admin Fee	At Cost plus 117.00 Admin Fee
Transfer of Deed Ownership	42.00	43.00
Record Search and Certificate each grave	21.00	21.00
Scattering of Ashes	58.00	59.00
Large Coffin or Casket measuring 30" or more	115.00 extra	117.00 extra
Exhumation of Coffin	1000.00	1014.00
Exhumation of Cremated Remains	100.00	101.00
Other Services (Vatable)	At Cost	At Cost

\*All persons living in the Borough at the time of death are defined as residents. For those living outside the Borough at the time of death, a qualification of a minimum of 15 consecutive years residency in Swale at some time in the past is required.

*FAVERSHAM POOLS – (Managed by Faversham Pools Management Committee FPMC)*

**New charges are effective from 1<sup>st</sup> April 2010**

<b>Service</b>	<b><u>2009/10</u> Charge (£)</b>	<b>2010/11 Charge (£)</b>
<b><u>Admission Charges</u></b>		
Adult Swimmer	3.30	3.30
Child Swimmer	2.30	2.30
School Swimming	0.80	0.80
Adult Spectator	1.50	1.50
Child Spectator	0.50	0.50
Winter Spectator	0.50	0.50
<b><u>Lesson Charges</u></b>		
School tuition – per half hr	9.60	9.60
Personal Lessons (One to One) - per half hr	15.50	15.50
Personal Lessons (Two pupils concurrently) -per half hr	19.00	19.00
Cancellation Fee	8.00	8.00
<b><u>Season Tickets</u></b>		
January – April (inc. 4 months) – Adult	100.00	100.00
– Child	64.00	64.00
May – August (inc. 4 months) - Adult	128.00	128.00
- Child	87.00	87.00
September – December (inc. 4 months) – Adult	94.00	94.00
- Child	64.00	64.00
Duplicate Season Ticket	2.00	2.00
<b><u>Pool Hire Charges</u></b>		
Regular Hires	44.00 p/hr	44.00 p/hr
Occasional Hires	53.50 p/hr	53.50 p/hr
Youth Organisations	53.50 p/hr	53.50 p/hr
Other regular Hires	60.00 p/hr	60.00 p/hr
Occasional Hires	68.00 p/hr	68.00 p/hr
Use of Inflatable (Not to be hired alongside Gala – laneline req'd – incl 3 x 1/guard x ¼ hr)	33.00 p/hr	33.00 p/hr
Water Fun Park	42.00 p/hr	42.00 p/hr
If in addition to hire of Outdoor Pool	17.00 p/hr	17.00 p/hr
School Galas	48.80 p/hr	48.80 p/hr
Qualified Lifeguards for Pool hires	10.00 p/hr	10.00 p/hr

CAR PARKS**Charges effective from 1 July 2010****All charges apply Monday to Sunday (except where shown)**

<b>Car Park</b>	<b>Time</b>	<b>2009/10 Price (£)</b>	<b>2010/11 Price (£)</b>	
<b>Faversham</b> – Short Stay Central Car Park Institute Road	Up to 30 mins	30p	30p	
	Up to 1 hour	70p	70p	
	Up to 2 hours	1.40	1.40	
	Up to 4 hours	2.80	2.80	
	Central Car Park (business only)	Season per quarter	190.00	190.00
Central Car Park ( residents of Cross Lane and Bank Street)	5pm-9am evenings, weekends and bank holidays	15.50	20.00	
<b>Faversham</b> – Long Stay Partridge Lane Queens Hall	Up to 30 mins	30p	30p	
	Up to 1 hour	70p	70p	
	Up to 2 hours	1.40	1.40	
	Up to 4 hours	2.80	2.80	
	Over 4 hours	3.70	3.70	
	Season per month	70.00	70.00	
	Season per quarter	190.00	190.00	
Queens Hall (residents of Victoria Place and Dorset Place only)	5pm-9am, weekends, & bank holidays (per quarter)	15.50	20.00	
<b>Sittingbourne</b> – Short Stay Albany Road Central Avenue Crown Quay Lane The Forum The Swallows Swale House (Weekends only) The Forum (business only)	Up to 30 mins	30p	30p	
	Up to 1 hour	70p	70p	
	Up to 2 hours	1.40	1.40	
	Up to 4 hours	2.80	2.80	
	Season per quarter	190.00	190.00	
	<b>Sittingbourne</b> – Short Stay Station Street	Up to 30 mins	30p	30p
		Up to 1 hour	70p	70p
		Up to 2 hours	1.40	1.40
<b>Sittingbourne</b> – Long Stay Spring Street St Michael's Bell Road	Up to 30 mins	30p	30p	
	Up to 1 hour	70p	70p	
	Up to 2 hours	1.40	1.40	
	Up to 4 hours	2.80	2.80	
	Over 4 hours	3.70	3.70	
	Season per month	70.00	70.00	
Season per quarter	190.00	190.00		

Car Park	Time	2009/10 Price (£)	2010/11 Price (£)
<b>Sittingbourne</b> – Long Stay Cockleshell Walk	Up to 30 mins	30p	30p
	Up to 1 hour	70p	70p
	Up to 2 hours	1.40	1.40
	Over 2 hours		
	Up to 4 hours	2.80	2.80
	Over 4 hours	3.20	3.20
	Season per month	70.00	70.00
	Season per quarter	190.00	190.00
<b>Sheerness</b> – Short Stay Rose Street Rose Street (land adjacent Wood Street) Trinity Place Beachfields	Up to 30 mins	30p	30p
	Up to 1 hour	70p	70p
	Up to 2 hours	1.40	1.40
	Up to 4 hours	2.80	2.80
<b>Sheerness</b> – Long Stay Albion Place Beach Street Bridge Road Cross Street  Albion Place ( residents of Harris Road & Portland Terrace & Albion Place only) Cross Street (Sheerness Town Centre residents only)	Up to 30 mins	30p	30p
	Up to 1 hour	70p	70p
	Up to 2 hours	1.40	1.40
	Up to 4 hours	2.80	2.80
	Over 4 hours	3.70	3.70
	Season per month	70.00	70.00
	Season per quarter	190.00	190.00
	5pm-9am, weekends and bank holidays (per quarter)	15.50	20.00
<b>Sheerness</b> – Long Stay Trinity Road       Residents of Trinity Road only	Up to 30 mins	30p	30p
	Up to 1 hour	70p	70p
	Up to 2 hours	1.40	1.40
	Over 2 hours		
	Up to 4 hours	2.80	2.80
	Over 4 hours	3.20	3.20
	Season per month	70.00	70.00
	Season per quarter	190.00	190.00
	5pm-9am, weekends and bank holidays (per quarter)	15.50	20.00
<b>Sheerness</b> – Long stay residents only Delamark Road Car Park	All day	10.50	10.50
<b>Leysdown</b> - Seasonal Promenade	Up to 4 hours	2	2
	All day	3 between 1 March and 31 October Monday to Sunday	3 between 1 March and 31 October Monday to Sunday

Car Park	Time	2009/10 Price (£)	2010/11 Price (£)
Shellness Road (Grassed Area)	Motorcycles	No charge	No charge
	All day	2 between 1 March and 31 October Monday to Sunday	2 between 1 March and 31 October Monday to Sunday
<b>Minster</b> Shingle Bank	All day Motorcycles	3 (All Year) No charge	3 (All Year) No charge

- Season tickets per quarter are allocated to a specific Town.
- Season tickets, which can be used in any long stay car park throughout the Borough, are available at £210 per quarter.

### **RESIDENTS' PARKING PERMITS (ON-STREET)**

#### **Faversham and Sittingbourne areas**

Parking Permits	2009/10 Charge (£)	2010/11 Charge (£)
Residents Parking Permits - per annum	40.00	40.00
Visitors Parking Permit Book (10 days)	10.00	10.00
Visitors Parking Permits – Per day	1.00	1.00

### **STREET NAMING AND NUMBERING**

Street Naming	2009/10 Charge (£)	2010/11 Charge (£)
Changing property address or requesting new property address	54.00	54.00
New streets and developments of 4 or more properties / units	27.00 per property / unit	27.00 per property/unit with a minimum charge of 162.00
For the provision of historical information relating to street naming and numbering i.e.) enquiries from solicitors	160.00	160.00
For naming a new street or changing a street name		50.00 per street

(Note: Individual flats are charged as one new property / unit)



LEGAL CHARGES FOR THIRD PARTIES

Service	2009/10 Charge (£)	2010/11 Charge (£)
<b>Completion of Section 106 Planning Agreements</b>		
Routine	n/a	500.00
Complex	n/a	1000.00*
Release	n/a	500.00
Variations	n/a	500.00
*To be negotiated dependent on complexity, prioritisation to be given, and value of transaction		
<b>Public Footpath/Diversion Orders, including advertising</b>	£950.00 (£450.00 to be collected following informal consultation and resolution made to make the Order. £500.00 to be collected when Order has been confirmed). Plus advertising costs which involves 2 notices in local paper. Additional charges made if Order goes to Public Inquiry.	£950.00 (£450.00 to be collected following informal consultation and resolution made to make the Order. £500.00 to be collected when Order has been confirmed). Plus advertising costs which involves 2 notices in local paper. Additional charges made if Order goes to Public Inquiry.
<b>Road Closure Orders</b> (Plus actual cost if any of advertising)	n/a	Min 75.00
<b>Council Land</b>		
Routine transactions including sale of council land (Charges to be negotiated dependent on complexity, prioritisation and value of transaction. To be agreed in advance with the relevant lawyer).	n/a	Min 350.00
Disposal of public open space (cost of advertising to be added to fee), drafting advert plus conveyancing costs as below	n/a	50.00
Sale of Council Land	n/a	Min 350.00
Sale as Mortgagee in possession	n/a	Min 350.00
<b>Business Tenancies and Lease</b>		
Licenses	n/a	Min 200.00
Licence for Tables & Chairs on the Highway	100.00	100.00
Initial Lease/Tenancy	n/a	Min 250.00*
Renewal	n/a	Min 150.00*
Licenses to assign/sublet/change use/alter premises	n/a	Min 75.00*

<b>Service</b>	<b>2009/10 Charge (£)</b>	<b>2010/11 Charge (£)</b>
New Road Leases	n/a	Contribution as negotiated by the Asset Management Team
*As above, to be negotiated dependent on complexity, prioritisation to be given to the transaction and value and to be discussed in advance with the relevant lawyer.		
<b>Easement</b>		
Residential		Min 200.00
Commercial		Min 300.00

**Notes:**

- Charges apply to new 'business' with immediate effect with the exception of the increase in charges for road closures which will not take effect until 1<sup>st</sup> April so that parish councils can be informed of the change.
- VAT will be applied where chargeable.
- Charges will be reviewed annually to take effect from 1<sup>st</sup> April each year.
- Legal costs charges may be varied when the works relate to relevant charities or to voluntary organisations
- Legal Charges do not include the cost of disbursements