

# Fees and Charges Schedule 2023/24



# Charges Schedule for 2023/24

Generally, any increase in fees and charges will take effect from 1st April each year. Details of variations from this date, for example, where a fee or charge is governed by statute, are included in this schedule.

The current standard rate of Value Added Tax (VAT) is 20%. The schedules for fees and charges show whether VAT is applicable.

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# Statutory Charges

	2022/23 Total Charge	2023/24 Total Charge	VAT Status	Notes
<b>1. Licensing</b>				
<b>1.1. Charges for Inspections</b>				
Food export certificate	£85.00	£93.50	VAT	
Destruction of surrendered food certificate	£146.00	£168.85	Non-VAT	Plus £62 per hour or part hour for time spent processing condemnation on-site plus cost of disposal
Food Hygiene Rating (FHRS) rescore visits	£108.00	£180.00	Non-VAT	

<b>1.2. Charges for Licensing</b>				
<b><u>Animal Welfare</u></b>				
Dangerous Wild Animal Licence - New *	£315.00	£496.00	Non-VAT	
Dangerous Wild Animal Licence - Renewal *	NEW	£310.00	Non-VAT	Renewal due every 2 years
Dangerous Wild Animal Licence - Variation *	NEW	Quotation	Non-VAT	Fee based on nature of variation eg new species, addition to collection
<b><u>Zoos</u></b>				
Zoo licence Application (Notice of intention) *	£535.00	£589.00	Non-VAT	
Zoo licence – New *	£535.00	£930.00	Non-VAT	4-year licence
Zoo licence – Renewal *	£805.00	£805.00	Non-VAT	6-year licence
Periodical inspection	NEW	Quotation	Non-VAT	Years 1 and 3
Special inspection	NEW	Quotation	Non-VAT	
Informal inspection	No charge	No charge	Non-VAT	
Variation	NEW	Quotation	Non-VAT	
Additional inspector fee	NEW	Quotation	Non-VAT	Zoos with no dispensation under the Zoo Licensing Act 1981 and for new applications and renewals (where appropriate)
* plus Vets Inspection Fee – recovery of costs				
Animal Welfare Licences	See website	See website		<a href="https://www.midsuffolk.gov.uk/business/licensing/dog-breeding-establishments/">https://www.midsuffolk.gov.uk/business/licensing/dog-breeding-establishments/</a>
<b><u>Skin Piercing</u></b>				
Registration for skin piercing (tattooing, electrolysis, ear piercing etc)				
- For new person or premises	£170.00	£187.00	Non-VAT	
- For additional practitioners at existing premises	£120.00	£133.00	Non-VAT	
- For existing practitioners moving into new unregistered premises	£120.00	£133.00	Non-VAT	
<b><u>Licensing Act 2003 (Alcohol, Entertainment and Late Night Refreshment)</u></b>				
Temporary Event Notice (TEN)	£21.00	£21.00		Per TEN
Premises Licences incl. annual fee	Variable	Variable		
Club premises incl. annual fee	Variable	Variable		
DPS Variation/Community DPS	£23.00	£23.00		
Transfer	£23.00	£23.00		
Notice of Interest	£21.00	£21.00		
Copy or replace licence	£10.50	£12.00		
Personal licences	£37.00	£37.00		
Street Trading				Please contact our Customer Services Team on 0300 1234000

# Statutory Charges

	2022/23 Total Charge	2023/24 Total Charge	VAT Status	Notes
<b>1. Licensing (continued)</b>				
<b>1.3. Scrap Metal Dealers</b>				
Collector NEW	£422.00	£464.00		
Collector RENEW	£344.00	£464.00		
Site NEW	£684.00	£752.00		
Site RENEW	£606.00	£752.00		

<b>1.4. Local Authority Pollution Prevention &amp; Control (LAPPC)</b>				
LAPPC	See website	See website	Non-VAT	<a href="https://www.midsuffolk.gov.uk/assets/Environment/EP-Fees-2022-23-2.pdf">https://www.midsuffolk.gov.uk/assets/Environment/EP-Fees-2022-23-2.pdf</a>
<b>1.5. Private Water Supplies</b>				
Risk Assessment – typical cost	£200.00-£250.00	£200.00 - £250.00	Non-VAT	
Sampling	£75.00	£83.00		
Investigation of problems with PWS	£52 per hour	£57 per hour		
Administration	£52 per hour	£57 per hour		
<b>2. Planning</b>				
Planning Applications	See website	See website		<a href="https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf">https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf</a>
Pre-planning advice	See website	See website		<a href="https://www.midsuffolk.gov.uk/assets/DM-Planning-Uploads/Fees-for-pre-app-web-version2.pdf">https://www.midsuffolk.gov.uk/assets/DM-Planning-Uploads/Fees-for-pre-app-web-version2.pdf</a>
<b>3. Building Control</b>				
Building control	See website	See website	Non-VAT	<a href="https://www.midsuffolk.gov.uk/building-control/building-regulations/building-regulations-charges/">https://www.midsuffolk.gov.uk/building-control/building-regulations/building-regulations-charges/</a>
Property Name Change (per request)	£100.00	£110.00	Non-VAT	
New Developments:				
1 plot	£103.00	£110.00	Non-VAT	
2-5 plots	£206.00	£215.00	Non-VAT	
6-10 plots	£309.00	£325.00	Non-VAT	
11-20 plots	£515.00	£540.00	Non-VAT	
21-50 plots	£1,030.00	£1,080.00	Non-VAT	
51-100 plots	£1,545.00	Quotation	Non-VAT	
101+ plots	£10 per plot + £1,545	Quotation	Non-VAT	



# Statutory Charges

	2022/23 Total Charge	2023/24 Total Charge	VAT Status	Notes
<b>4. Land Charges</b>				
Land charges	See website	See website		<a href="https://www.midsuffolk.gov.uk/planning/land-charges">https://www.midsuffolk.gov.uk/planning/land-charges</a>
<b>5. Green Environment</b>				
<b>5.1. Dog Control</b>				
Statutory Penalty	£25.00	£25.00	Non-VAT	See Discretionary Charges for administration fee, kennelling and vet treatments.
Lost & Found	See website	<b>See website</b> £38.50 with up-to-date tag and microchip/ £49.50 without. £16.50 + VAT per kennelling day (min charge two days)		<a href="https://www.midsuffolk.gov.uk/environment/dog-control/lost-and-found/">https://www.midsuffolk.gov.uk/environment/dog-control/lost-and-found/</a>
<b>5.2. Bins</b>				
Litter Bins	£37.13	£39.73		Per annum – charges made to Town & Parish Councils
Dog Bins	£43.49	£46.53		
<b>5.3. Abandoned Vehicles</b>				
Removal of Vehicles	See website	See website		<a href="http://www.legislation.gov.uk/ukxi/2008/2095/regulation/4/made">http://www.legislation.gov.uk/ukxi/2008/2095/regulation/4/made</a> <a href="https://www.midsuffolk.gov.uk/assets/Environment/abandonedvehicles.pdf">https://www.midsuffolk.gov.uk/assets/Environment/abandonedvehicles.pdf</a>
<b>6. Resources</b>				
<b>6.1. Sale of Electoral Roll</b>				
Copies of full register for entitled access only	£126.50	£126.50		Based on register size (price per elector) as at 01.12.20
Monthly Updates	£193.50	£193.50		£21.50 per month for 9 months
General Public Copy of Edited Register	£62.00	£62.00		

# Discretionary Charges

	2022/23 Total Charge	2023/24 Total Charge	VAT Status	Notes
<b>1. Community Health</b>				
<b>1.1. Hackney Carriage / Private Hire Vehicles Charges</b>				
Hackney Carriage New	£339.50	£339.50		
Hackney Carriage Renewal	£339.50	£339.50		
Hackney Carriage Change	Variable	Variable		
Private Hire Vehicle New	£264.50	£264.50		
Private Hire Vehicle Renewal	£264.50	£264.50		
Private Hire Vehicle Change	Variable	Variable		
Combined HC/PHV Driver New	£163.00	£163.00		
Combined HC/PHV Driver Renew	£110.50	£110.50		
Operator Licence New	Variable	Variable		Price ranges from £137.50 to £430.00
Operator Licence Renewal	Variable	Variable		
Vehicle Plate (cost if lost etc)	£22.00 rear £8.00 interior	£22.00 rear £8.00 interior		
Vehicle Plate Bracket	£20.00	£20.00		
Transfer of Vehicle Licence	Variable	Variable		
Vehicle Change from PHV to HC	Variable	Variable		Plus test fee, if appropriate
Vehicle Change from HC to PHV	Variable	Variable		
Temporary Vehicles HC	£104.00 to £157.00	£104.00 to £157.00		
Temporary Vehicles PHV	£117.00 to £184.00	£117.00 to £184.00		
Change of Name	£15.00	£15.00		
Change of Address	£15.00	£15.00		
Replacement licence Paper/Badge of Drivers Licence or Paper / Interior Licence of Vehicle	£12.00	£12.00		
Drivers Knowledge Test	Inc. in fees	Inc. in fees		
Drivers Knowledge Test (Re-Test)	£20.00	£20.00		
Licence reissued after suspension	£15.00	£15.00		
HC Fare Tariff Card	£5.00	£5.00		
HC Meter Calibration Check	£25.00	£25.00		

# Discretionary Charges

	2022/23 Total Charge	2023/24 Total Charge	VAT Status	Notes
<b>1.2. Premises Licences (Gambling Act 2005)</b>				
<b><u>Small Lotteries (part of Gambling Act 2005)</u></b>				
Lottery NEW	£40.00	£40.00		
Lottery RENEWAL	£20.00	£20.00		

<b><u>Gambling Premises &amp; Permits</u></b>		
Betting Shop (Non-Track) NEW	£3,000.00	£3,000.00
Betting Shop (Non-Track) RENEWAL	£600.00	£600.00
Betting Shop (Non-Track) Variation	£1,500.00	£1,500.00
Betting Shop (Non-Track) Transfer and/or Reinstatement	£1,200.00	£1,200.00
Betting Shop (Non-Track) Provisional Statement	£3,000.00	£3,000.00
Betting Shop (Non-Track) Licence Application (Provisional Statement Holders)	£1,200.00	£1,200.00
Betting Shop (Track) NEW	£2,500.00	£2,500.00
Betting Shop (Track) Annual Fee	£1,000.00	£1,000.00
Betting Shop (Track) Variation	£1,250.00	£1,250.00
Betting Shop (Track) Transfer and/or Reinstatement	£950.00	£950.00
Betting Shop (Track) Provisional Statement	£2,500.00	£2,500.00
Betting Shop (Track) Licence Application (Provisional Statement Holders)	£950.00	£950.00
On-Licence Gaming Machine Permit NEW	£150.00	£150.00
On-Licence Gaming Machine Permit - Variation	£100.00	£100.00
On-Licence Gaming Machine Permit - Annual Fee	£50.00	£50.00
On-Licence Gaming Machine Permit - Copy Fee	£15.00	£15.00
On-Licence Gaming Machine Permit - Transfer of Amend	£25.00	£25.00
Club Machine or Gaming Permit - NEW	£200.00	£200.00
Club Machine or Gaming Permit - Variation	£100.00	£100.00
Club Machine or Gaming Permit - Annual Fee	£50.00	£50.00
Club Machine or Gaming Permit - Copy Fee	£15.00	£15.00
Club Machine or Gaming Permit - Transfer or Amend	£25.00	£25.00
Adult Gaming Centre - NEW	£2,000.00	£2,000.00
Adult Gaming Centre - Annual Fee	£750.00	£750.00
Adult Gaming Centre - Variation	£1,000.00	£1,000.00
Adult Gaming Centre - Transfer/Reinstatement	£1,200.00	£1,200.00
Adult Gaming Centre -Provisional Statement	£2,000.00	£2,000.00
Adult Gaming Centre - Licence Application (Provisional Statement Holders)	£1,200.00	£1,200.00
Family Entertainment Centres - NEW	£2,000.00	£2,000.00
Family Entertainment Centre's - Annual Fee	£1,000.00	£1,000.00

<b><u>Gambling Premises &amp; Permits</u></b>		
Family Entertainment Centre's - Variation	£1,000.00	£1,000.00
Family Entertainment Centre's - Transfer/Reinstatement	£950.00	£950.00
Family Entertainment Centre's - Provisional Statement	£2,000.00	£2,000.00
Family Entertainment Centre's - Licence Application (Provisional Statement Holders)	£950.00	£950.00
Regional Casino - NEW	£15,000.00	£15,000.00
Regional Casino - Annual Fee	£15,000.00	£15,000.00
Regional Casino - Variation	£7,500.00	£7,500.00
Regional Casino - Transfer/Reinstatement	£8,500.00	£8,500.00
Regional Casino - Provisional Statement	£15,000.00	£15,000.00
Regional Casino - Licence Application (Provisional Statement Holders)	£8,000.00	£8,000.00
Large Casino - NEW	£10,000.00	£10,000.00,
Large Casino - Annual Fee	£10,000.00	£10,000.00
Large Casino - Variation	£5,000.00	£5,000.00
Large Casino - Transfer/Reinstatement	£2,150.00	£2,150.00
Large Casino - Provisional Statement	£10,000.00	£10,000.00
Large Casino - Licence Application (Provisional Statement Holders)	£5,000.00	£5,000.00
Small Casino - NEW	£8,000.00	£8,000.00
Small Casino - Annual Fee	£5,000.00	£5,000.00
Small Casino - Variation	£4,000.00	£4,000.00
Small Casino - Transfer/Reinstatement	£1,800.00	£1,800.00
Small Casino - Provisional Statement	£8,000.00	£8,000.00
Small Casino - Licence Application (Provisional Statement Holders)	£3,000.00	£3,000.00
Bingo - NEW	£3,500.00	£3,500.00
Bingo - Annual Fee	£1,000.00	£1,000.00
Bingo - Variation	£1,750.00	£1,750.00
Bingo - Transfer/Reinstatement	£1,200.00	£1,200.00
Bingo - Provisional Statement	£3,500.00	£3,500.00
Bingo - Licence Application (Provisional Statement Holders)	£1,200.00	£1,200.00
Copy of Licence	£25.00	£25.00

<b><u>Gambling Premises &amp; Permits</u></b>		
Notification of change	£50.00	£50.00
Temporary Use Notice - NEW	£500.00	£500.00
Temporary Use Notice - Copy Fee	£25.00	£25.00
<b>1.3. Caravan Licensing</b>		
New Park home License	£276.00 - £378.00	£276.00 - £378.00
Annual Licence Fee	£221.00	£221.00
Licence Transfer	£101.00 - £122.00	£101.00 - £122.00
Licence Variation	£120.00	£120.00
Deposit of Site Rules	£20.00	£20.00
<b>1.4. Other Licensing</b>		
Pavement Licences	£80.00	£80.00
Requests for Environmental Information		£68.40 first hour then £34.20 per half hour thereafter.
		Note: these charges are at the Council's discretion and having regard to relevant factors (in accordance with ICO guidance), may be waived for very simple requests.

	2022/23 Total Charge	2023/24 Total Charge	VAT Status	Notes
<b>2. Community Access</b>				
<b>2.1. Car Parking</b>				
Car Parking Charges	See website	See website		<a href="https://www.midsuffolk.gov.uk/environment/parking/">https://www.midsuffolk.gov.uk/environment/parking/</a>
Permits:				
3 Months	£80.00	£80.00		<a href="https://www.midsuffolk.gov.uk/environment/parking/season-tickets-and-parking-permits/">https://www.midsuffolk.gov.uk/environment/parking/season-tickets-and-parking-permits/</a>
12 Months	£300.00	£300.00		
<b>3. Housing</b>				
<b>3.1. Houses of Multiple Occupation</b>				
License Cost	£567.53	£567.53		
<b>3.2. Amenity Charges for Bed &amp; Breakfast Accommodation</b>				
B&B Rate	£10.30 per week	£10.30 per week		
<b>3.3. Mobile Home Fee Policy</b>				
Fees	See website	See website		<a href="https://www.midsuffolk.gov.uk/business/licensing/caravans-park-homes-and-camping-sites/mobile-homes-fees-policy/">https://www.midsuffolk.gov.uk/business/licensing/caravans-park-homes-and-camping-sites/mobile-homes-fees-policy/</a>

# Discretionary Charges

	2022/23 Total Charge	2023/24 Total Charge	VAT Status	Notes
<b>4. Green Environment</b>				
<b>4.1. Household Waste</b>				
Bulky Item Collections	£45.00	£49.50	Exempt	Up to five items or 10 bags of household refuse/garden waste
Garden Waste Collection NEW	£59.50	£69.00	Exempt	Annual Charge
Garden Waste Collection RENEW	£54.50	£59.00	Exempt	
Hazardous Waste Collection (25 working days)	£48.16	Quoted price		(Declared from contractor SCC – <b>TBA</b> cost price.) DIY products such as varnishes, Flammable liquids, Garden chemicals or pesticides, Household cleaning products and chemicals, Motoring products such as antifreeze, Poisons such as rat or mouse.
Bonded Asbestos Collection (25 working days)	£80.17	Quoted price		Up to 50kgs
Larger Bins	£37.50	£41.25	Exempt	If entitled to a larger bin, refuse bin charge. Recycling bin no charge.
Replacement Missing Bins	£37.50	£41.25	Exempt	Refuse bin, no charge for recycling bin
Additional Waste Sacks	£0.10	£0.12	VAT	Clear recycling sacks per sack
Additional Waste Sacks	£0.70	£0.84	VAT	Orange Refuse Sacks per sack
Additional Waste Sacks	£1.00	£1.20	VAT	Green Garden Waste Sacks per sack
Business Waste Services	Quoted price	Quoted price	Exempt	Contact Waste department
New Set of Bins	£63.00	£69.00	Exempt	Newly built properties – this cost covers refuse and recycling bin
<b>4.2. High Hedges</b>				
High Hedges 2.00 - 3.99 Metres Tall	£350.00-listed as minimum charge for work.	£12.00 per linear metre - (£350.00 minimum charge).	Non-VAT	Mid Suffolk District Council Public Realm Team as a contractor to other Authorities or businesses will have the option to accept and carry-out works that are outside of scheduled maintenance for a fee that is quoted by linear metre however at a minimum charge of £350.00 per quoted job ticket.
High Hedges 4.00 - 5.99 Metres Tall	£350.00-listed as minimum charge for work.	£24.00 per linear metre- (£350.00 minimum charge)	Non-VAT	Mid Suffolk District Council Public Realm Team as a contractor to other Authorities or businesses will have the option to accept and carry-out works that are outside of scheduled maintenance for a fee that is quoted by linear metre however at a minimum charge of £350.00 per quoted job ticket.



# Discretionary Charges

	2022/23 Total Charge	2023/24 Total Charge	VAT Status	Notes
<b>5. Planning</b>				
<b>5.1. Planning</b>				
Planning charges	See website	See website	VAT	<a href="https://www.midsuffolk.gov.uk/assets/DM-Planning-Uploads/Fees-for-pre-app-web-version2.pdf">https://www.midsuffolk.gov.uk/assets/DM-Planning-Uploads/Fees-for-pre-app-web-version2.pdf</a>
Copies of Microfiche from Storetec	£15.00	£25.00	VAT	
History search (1-4 dwellings)	£54.00	£60.00	VAT	
History search (5 and over dwellings)	£75.00	£80.00		
<b>5.2. Public Path Orders</b>				
Public Rights of Way	See website £60.68 p/h	See website £68.15 p/h		Application Fees £400.00 <a href="https://www.midsuffolk.gov.uk/environment/public-rights-of-way/">https://www.midsuffolk.gov.uk/environment/public-rights-of-way/</a>
<b>5.3. Building Control</b>				
Building Control	See website	See website		<a href="https://www.midsuffolk.gov.uk/building-control/building-regulations/building-regulations-charges/">https://www.midsuffolk.gov.uk/building-control/building-regulations/building-regulations-charges/</a>
Energy performance and assessment (EPC)	See website	See website		<a href="https://www.midsuffolk.gov.uk/building-control/building-control-services-and-information/energy-performance-and-assessment/">https://www.midsuffolk.gov.uk/building-control/building-control-services-and-information/energy-performance-and-assessment/</a>

# Levy Charges

	2023/23 Total Charge	2023/24 Total Charge	VAT Status	Notes
<b>1. Levies</b>				
<b>1.1. Community Infrastructure Levy (CIL)</b>				
CIL	See website	See website		<a href="https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/MSDC-Charging-Schedule-11-Apr-2016.docx.pdf">https://www.midsuffolk.gov.uk/assets/CIL-and-S106-Documents/MSDC-Charging-Schedule-11-Apr-2016.docx.pdf</a>