

**REVIEW OF FEES AND CHARGES – SUMMARY OF  
RECOMMENDATIONS FROM ADVISORY BOARDS AND  
RESOLUTION OF LICENSING AND APPEALS COMMITTEE**

**Item LAA 14/43 referred from Leisure and Arts Advisory Board minutes of 8 December 2014**

**LAA 14/43 LEISURE SERVICES - REVIEW OF CHARGES 2015/16**

The joint report of the Director of Street Scene and Leisure and the Director of Finance and Transformation outlined the charging proposals in respect of Tonbridge Cemetery, Tonbridge Pitch Hire Charges and the Summer Playscheme. Members were advised that the proposed charges took into account a range of factors including the Council's overall financial position, trading patterns and market position, the current rate of inflation, competing facilities and customer feedback. Reference was made to the Council's Leisure Pass Scheme which enabled financially disadvantaged residents to participate in leisure activities at concessionary rates.

It was noted that proposed charges for facilities managed by Tonbridge and Malling Leisure Trust would be considered at the next meeting of the Advisory Board.

**RECOMMENDED:** That

- (1) the proposed charges for Tonbridge Cemetery as detailed at Annex 2 to the report be agreed and implemented with effect from 1 April 2015;
- (2) pitch hire charges at Tonbridge Sportsgrounds be increased as outlined within the report for implementation from 1 April 2015; and
- (3) the proposed charges for the 2015 Summer Playscheme as detailed at Annex 3 to the report be approved.  
**\*Referred to Cabinet**

**Item FIP 15/6 referred from Finance, Innovation and Property Advisory Board minutes of 7 January 2015**

**FIP 15/6 REVIEW OF FEES AND CHARGES 2015/16**

The report of the Management Team brought forward for consideration as part of the Budget setting process for 2015/16 proposals in respect of those fees and charges that were the responsibility of the Cabinet Member for Finance, Innovation and Property or not reported elsewhere.

In considering the car parking charges, Members expressed concern about illegal on-street parking in various parts of the Borough and the adequacy of enforcement resources. Officers undertook to pass the comments to the Director of Planning, Housing and Environmental Health to be addressed in the future review.

**RECOMMENDED:** That

- (1) in respect of the recovery of legal fees payable by third parties, the Council's fees continue to follow the Supreme Court guideline hourly rates set out at paragraph 1.2.1 of the report with effect from 1 April 2015;
- (2) the proposed unchanged scale of fees for local land charges searches and enquiries set out at paragraph 1.3.5 of the report be adopted with effect from 1 April 2015;
- (3) the current photocopying charges of 10p (inclusive of VAT) for each page of the same document or additional copies of the same page plus postage as appropriate be retained;
- (4) the proposed charges for Tonbridge Castle Gatehouse as outlined in paragraph 1.5.3 of the report be approved for implementation from 1 April 2015 and the charges be reflected in the appropriate tourism marketing material;
- (5) the proposed charges for Tonbridge Castle Chamber as set out in Annex 4 to the report be approved for implementation from 1 April 2015 and the list of concessionary users at Annex 2 to the report be endorsed;
- (6) the proposed charges for weddings at Tonbridge Castle as outlined in paragraph 1.7.3 of the report be approved for implementation from 1 April 2016;
- (7) no changes be made to car parking charges this year and they be reviewed again in 12 months' time;
- (8) building control fees be held at the same level as last year for a further 12 months when they will be reviewed again, the current level of fees remaining competitive with the private sector;
- (9) the scale of charges for condemned food certificates, exported food certificates, contaminated land monitoring, sampling private water supplies, stray dog redemption fees and household bulky refuse collection be approved with effect from 1 April 2015 as detailed in paragraphs 1.10 to 1.16 of the report;
- (10) the introduction of a charge for emptying wheeled bins where the

contractor is not at fault and the customer requests paying for the service be approved with effect from 1 February 2015 for a trial period of six months; and

- (11) the fees schedule for street naming and numbering set out at paragraph 1.18 of the report be adopted with effect from 1 April 2015.

**\*Referred to Cabinet**

**Minute LA 14/101 of Licensing and Appeals Committee of 3 December 2014**

**LA  
14/101**

**REVIEW OF FEES AND CHARGES 2015/16 - LICENSING FEES**

The report of the Director of Central Services set out details of the proposed licensing fees and charges for 2015/16. The report focused on the fees to be charged for Hackney Carriage and Private Hire Licensing and other miscellaneous licences/registrations dealt with by Licensing Services. Particular reference was made to the introduction of a fee of £25 for the 'Knowledge Test' undertaken by applicants for a driver's licence which would cover the cost of the administration and materials used to set up and run the tests.

A number of Members sought clarification on the new Home Boarding licences and the registration of the breeding and sale of dogs and it was agreed that a report on this matter would be submitted to the next meeting of the Licensing and Appeals Committee. In response to a comment on the cost of the annual consent for a fixed street trading pitch the Licensing and Community Safety Manager offered to undertake an analysis of costs within the review of street trading to be undertaken in 2015.

**RESOLVED:** That the proposed scale of fees for licences, consents and registrations, as set out at Annex 1 to the report, be adopted with effect from 1 April 2015.