

PLANNING (STATUTORY)

List of Statutory and Discretionary Fees and Charges

In addition to the statutory planning fees listed below, developments may also be liable to pay a Community Infrastructure Levy (CIL) charge – please see Planning (Discretionary) fees and charges.

Payment can be made by debit or credit card using either our on-line service at <https://www.newark-sherwooddc.gov.uk/paymentstothecouncil/> (available 24 hours a day, 365 days a year), by BACS (please email planning@nsdc.info to inform payment has been made, including application reference (if known), amount and site address) or by telephoning us on 01636 650000. Please note, we no longer accept payments by cheque.

Statutory planning fees

Category of development	2021/22 Charge	2022/23 Charge
I. Operations		
1. The erection of dwellinghouses (other than development in category 6), [includes the building of new flats].	<p>(1) Where the application is for outline planning permission and:</p> <p>a) the site area does not exceed 2.5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area;</p> <p>b) the site area exceeds 2.5 hectares, £11,432; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000.</p> <p>(1A) Where the application is for permission in principle £402 for each 0.1ha of the site area.</p>	<p>(1) Where the application is for outline planning permission and:</p> <p>a) the site area does not exceed 2.5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area;</p> <p>b) the site area exceeds 2.5 hectares, £11,432; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000.</p> <p>(1A) Where the application is for permission in principle £402 for each 0.1ha of the site area.</p>
	<p>(2) in other cases:</p> <p>a) where the number of dwellinghouses to be created by the development is 50 or fewer, £462 for each dwellinghouse;</p> <p>b) where the number of dwellinghouses to be created by the development exceeds 50, £22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000.</p>	<p>(2) in other cases:</p> <p>a) where the number of dwellinghouses to be created by the development is 50 or fewer, £462 for each dwellinghouse;</p> <p>b) where the number of dwellinghouses to be created by the development exceeds 50, £22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000.</p>

	<p>(1) Where the application is for outline planning permission and:</p> <ul style="list-style-type: none"> a) the site area does not exceed 2.5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area; b) the site area exceeds 2.5 hectares, £11,432; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000. <p>(1A) Where the application is for permission in principle</p> <p>£402 for each 0.1ha of the site area.</p>	<p>(1) Where the application is for outline planning permission and:</p> <ul style="list-style-type: none"> a) the site area does not exceed 2.5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area; b) the site area exceeds 2.5 hectares, £11,432; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000. <p>(1A) Where the application is for permission in principle</p> <p>£402 for each 0.1ha of the site area.</p>
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<p>2. The erection of buildings (other than buildings in categories 1, 3, 4, 5 or 7).</p>	<p>(2) in other cases:</p> <p>a) where no floor space (as measured to the outside wall) is to be created by the development, £234;</p> <p>b) where the area of gross floor space to be created by the development does not exceed 40 square metres, £234;</p> <p>c) where the area of the gross floor space to be created by the development exceeds 40 square metres, but does not exceed 75 square metres, £462;</p> <p>d) where the area of the gross floor space to be created by the development exceeds 75 square metres, but does not exceed 3750 square metres, £462 for each 75 square metres (or part thereof) of that area;</p> <p>e) where the area of gross floor space to be created by the development exceeds 3750 square metres, £22,859; and an additional £138 for each 75 square metres (or part thereof) in excess of 3750 square metres, subject to a maximum in total of £300,000.</p>	<p>(2) in other cases:</p> <p>a) where no floor space (as measured to the outside wall) is to be created by the development, £234;</p> <p>b) where the area of gross floor space to be created by the development does not exceed 40 square metres, £234;</p> <p>c) where the area of the gross floor space to be created by the development exceeds 40 square metres, but does not exceed 75 square metres, £462;</p> <p>d) where the area of the gross floor space to be created by the development exceeds 75 square metres, but does not exceed 3750 square metres, £462 for each 75 square metres (or part thereof) of that area;</p> <p>e) where the area of gross floor space to be created by the development exceeds 3750 square metres, £22,859; and an additional £138 for each 75 square metres (or part thereof) in excess of 3750 square metres, subject to a maximum in total of £300,000.</p>
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	<p>(1) Where the application is for outline planning permission and:</p> <p>(a) the site area does not exceed 2.5 hectares, £462 each 0.1 hectare (or part thereof) of the site area;</p> <p>(b) the site area exceeds 2.5 hectares, £11,432; and an additional £138 for each additional hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000.</p> <p>(1A) where the application is for permission in principle £402 for each 0.1ha of the site area.</p>	<p>(1) Where the application is for outline planning permission and:</p> <p>(a) the site area does not exceed 2.5 hectares, £462 each 0.1 hectare (or part thereof) of the site area;</p> <p>(b) the site area exceeds 2.5 hectares, £11,432; and an additional £138 for each additional hectare (or part thereof) in excess of 2.5 hectares, subject to a maximum in total of £150,000.</p> <p>(1A) where the application is for permission in principle £402 for each 0.1ha of the site area.</p>
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<p>3. The erection, on land used for the purposes of agriculture, of buildings to be used for agricultural purposes (other than buildings in category 4).</p>	<p>(2) in other cases:</p> <p>(a) where the area of gross floor space to be created by the development does not exceed 465 square metres, £96;</p> <p>(b) where the area of gross floor space to be created by the development exceeds 465 square metres but does not exceed 540 square metres, £462;</p> <p>(c) where the area of the gross floor space to be created by the development exceeds 540 square metres but does not exceed 4215 square metres, £462 for the first 540 square metres, and an additional £462 for each 75 square metres (or part thereof) in excess of 540 square metres; and</p> <p>(d) where the area of gross floor space to be created by the development exceeds 4215 square metres, £22,859; and an additional £138 for each 75 square metres (or part thereof) in excess of 4215 square metres, subject to a maximum in total of £300,000.</p>	<p>(2) in other cases:</p> <p>(a) where the area of gross floor space to be created by the development does not exceed 465 square metres, £96;</p> <p>(b) where the area of gross floor space to be created by the development exceeds 465 square metres but does not exceed 540 square metres, £462;</p> <p>(c) where the area of the gross floor space to be created by the development exceeds 540 square metres but does not exceed 4215 square metres, £462 for the first 540 square metres, and an additional £462 for each 75 square metres (or part thereof) in excess of 540 square metres; and</p> <p>(d) where the area of gross floor space to be created by the development exceeds 4215 square metres, £22,859; and an additional £138 for each 75 square metres (or part thereof) in excess of 4215 square metres, subject to a maximum in total of £300,000.</p>
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4. The erection of glasshouses on land used for the purposes of agriculture.	(1) Where the area of gross floor space to be created by the development does not exceed 465 square metres, £96 ; (2) where the area of gross floor space to be created by the development exceeds 465 square metres, £2,580 .	(1) Where the area of gross floor space to be created by the development does not exceed 465 square metres, £96 ; (2) where the area of gross floor space to be created by the development exceeds 465 square metres, £2,580 .
5. The erection, alteration or replacement of plant or machinery.	(1) Where the site area does not exceed 5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area; (2) Where the site area exceeds 5 hectares, £22,859 ; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 5 hectares, subject to a maximum in total of £300,000 .	(1) Where the site area does not exceed 5 hectares, £462 for each 0.1 hectare (or part thereof) of the site area; (2) Where the site area exceeds 5 hectares, £22,859 ; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 5 hectares, subject to a maximum in total of £300,000 .
6. The enlargement, improvement or other alteration of existing dwelling houses.	(1) Where the application relates to one dwellinghouse, £206 ; (2) Where the application relates to two or more dwellinghouses, £407 .	(1) Where the application relates to one dwellinghouse, £206 ; (2) Where the application relates to two or more dwellinghouses, £407 .
7. The carrying out of operations (including the erection of a building) within the curtilage of an existing dwellinghouse, for purposes ancillary to the enjoyment of the dwellinghouse as such, or the erection or construction of gates, fences, walls or other means of enclosure along a boundary of the curtilage of an existing dwellinghouse.	£206	£206
8. The construction of car parks, service roads and other means of access on land used for the purposes of a single undertaking, where the development is required for a purpose incidental to the existing use of the land.	£234	£234

<p>9. The carrying out of any operations connected with exploratory drilling for oil or natural gas.</p>	<p>(1) Where the site area does not exceed 7.5 hectares, £508 for each 0.1 hectare (or part thereof) of the site area; (2) where the site area exceeds 7.5 hectares, £38,070; and an additional £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares, subject to a maximum in total of £300,000.</p>	<p>(1) Where the site area does not exceed 7.5 hectares, £508 for each 0.1 hectare (or part thereof) of the site area; (2) where the site area exceeds 7.5 hectares, £38,070; and an additional £151 for each 0.1 hectare (or part thereof) in excess of 7.5 hectares, subject to a maximum in total of £300,000.</p>
<p>10. A The carrying out of any operations (other than operations coming within category 9) for the winning and working of oil or natural gas.</p>	<p>Where the site area: (a) does not exceed 15 hectares, £257 for each 0.1 hectare of the site area, (b) exceeds 15 hectares, £32,100; and an additional £126 for each 0.1 hectare in excess of 15 hectares, subject to a maximum in total of £78,000.</p>	<p>Where the site area: (a) does not exceed 15 hectares, £257 for each 0.1 hectare of the site area, (b) exceeds 15 hectares, £38,520; and an additional £151 for each 0.1 hectare in excess of 15 hectares, subject to a maximum in total of £78,000.</p>

<p>11. The carrying out of any operations not coming within any of the above categories.</p>	<p>1. In the case of operations for the winning and working of minerals: (a) where the site area does not exceed 15 hectares, £234 for each 0.1 hectare (or part thereof) of the site area; (b) where the site area exceeds 15 hectares, £34,934; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares, subject to a maximum in total of £78,000;</p> <p>2. In any other case, £234 for each 0.1 hectare (or part thereof) of the site area, subject to a maximum in total of £2,028.</p>	<p>1. In the case of operations for the winning and working of minerals: (a) where the site area does not exceed 15 hectares, £234 for each 0.1 hectare (or part thereof) of the site area; (b) where the site area exceeds 15 hectares, £34,934; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares, subject to a maximum in total of £78,000;</p> <p>2. In any other case, £234 for each 0.1 hectare (or part thereof) of the site area, subject to a maximum in total of £2,028.</p>
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II. Uses of Land		
<p>1. The change of use of a building to use as one or more separate dwellinghouses.</p>	<p>1. Where the change of use is from a previous use as a single dwellinghouse to use as two or more single dwellinghouses: (a) where the change of use is to use as 50 or fewer dwellinghouses, £462 for each additional dwellinghouse; (b) where the change of use is to use as more than 50 dwellinghouses, £22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000;</p>	<p>1. Where the change of use is from a previous use as a single dwellinghouse to use as two or more single dwellinghouses: (a) where the change of use is to use as 50 or fewer dwellinghouses, £462 for each additional dwellinghouse; (b) where the change of use is to use as more than 50 dwellinghouses, £22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000;</p>
	<p>(2) in all other cases:</p>	<p>(2) in all other cases:</p>
	<p>(a) where the change of use is to use as 50 or fewer dwellinghouses, £462 for each dwellinghouse;</p>	<p>(a) where the change of use is to use as 50 or fewer dwellinghouses, £462 for each dwellinghouse;</p>
	<p>(b) where the change of use is to use as more than 50 dwellinghouses, £22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000.</p>	<p>(b) where the change of use is to use as more than 50 dwellinghouses, £22,859; and an additional £138 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £300,000.</p>

<p>2. The use of land for:</p> <p>a) the disposal of refuse or waste materials;</p> <p>b) the deposit of material remaining after minerals have been extracted from land; or</p> <p>c) the storage of minerals in the open.</p>	<p>(1) Where the site area does not exceed 15 hectares, £234 for each 0.1 hectare (or part thereof) of the site area;</p> <p>(2) where the site area exceeds 15 hectares, £34,934; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares, subject to a maximum in total of £78,000.</p>	<p>(1) Where the site area does not exceed 15 hectares, £234 for each 0.1 hectare (or part thereof) of the site area;</p> <p>(2) where the site area exceeds 15 hectares, £34,934; and an additional £138 for each 0.1 hectare (or part thereof) in excess of 15 hectares, subject to a maximum in total of £78,000.</p>
<p>3. The making of a material change in the use of a building or land (other than a material change of use in category 11 or 12(a), (b) or (c)).</p>	<p>£462</p>	<p>£462</p>
III. Scale of Fees in Respect of Applications for Consent to Display Advertisements		
<p>1. Advertisements displayed externally on business premises, the forecourt of business premises or other land within the curtilage of business premises, wholly with reference to all or any of the following matters:</p> <p>a) the nature of the business or other activity carried on the premises;</p> <p>b) the goods sold or the services provided on the premises; or</p> <p>c) the name and qualifications of the person carrying on such business or activity or supplying such goods or services.</p>	<p>£132</p>	<p>£132</p>
<p>2. Advertisements for the purpose of directing members of the public to, or otherwise drawing attention to the existence of, business premises which are in the same locality as the site on which the advertisement is to be displayed but which are not visible from that site.</p>	<p>£132</p>	<p>£132</p>
<p>3. All other advertisements.</p>	<p>£462</p>	<p>£462</p>

Lawful development certificate (LDC)		
LDC – Section 191(1)(a) or (b) application for a certificate to establish the lawfulness of an existing land-use, or of development already carried out.	Same as Full for that use or operation	Same as Full for that use or operation
LDC – Section 191(1) (c) application for a certificate to establish that it was lawful not to comply with a particular condition or other limitation imposed	£234	£234
LDC – Section 192(1)(a) or (b) application for a certificate to state that a proposed use or development would be lawful.	Half the normal planning fee if submitting a new application for that use or operation.	Half the normal planning fee if submitting a new application for that use or operation.
Prior approval		
Construction of new dwellinghouses: 50 dwellinghouses or fewer	£334 for each dwellinghouse	£334 for each dwellinghouse
Construction of new dwellinghouses: More than 50 dwellinghouses	£16,525 + £100 for each dwellinghouse in excess of 50 Maximum fee of £300,000	£16,525 + £100 for each dwellinghouse in excess of 50 Maximum fee of £300,000
Additional storeys on a home	N/A	£96
Enlargement of a dwellinghouse (which exceeds the limits in paragraph A.1(f) of Part 1 Class A of Schedule 2	£96	£96
Agricultural and Forestry buildings & operations	£96	£96
Demolition of buildings	£96	£96
Communications (previously referred to as ‘Telecommunications Code Systems Operators’)	£462	£462
Change of Use from Shops (Class A1), Professional and Financial Services (Class A2), Takeaways (Class A5), Betting Offices, Pay Day Loan Shops or Launderettes to Offices (Class B1a)	£96	£96
Change of Use of a building and any land within its curtilage from Business (Use Class B1), Hotels (Use Class C1), Residential Institutions (Use Class C2), Secure Residential Institutions (Use Class C2A) or Assembly and Leisure (Use Class D2) to a State Funded School or Registered Nursery	£96	£96
Change of Use of a building and any land within its curtilage from an Agricultural Building to a State-Funded School or Registered Nursery	£96	£96

Change of Use of a building and any land within its curtilage from an Agricultural Building to a flexible use within Shops (Use Class A1), Financial and Professional services (Use Class A2), Restaurants and Cafes (Use Class A3), Business (Use Class B1), Storage or Distribution (Use Class B8), Hotels (Use Class C1), or Assembly or Leisure (Use Class D2)	£96	£96
Change of Use of a building and any land within its curtilage from Offices (Use Class B1a) Use to Dwellinghouses (Use Class C3)	£96	£96
Change of Use of a building and any land within its curtilage from an Agricultural Building to Dwellinghouses (Use Class C3)	£96 ; or £206 if it includes building operations in connection with the change of use	£96 ; or £206 if it includes building operations in connection with the change of use
Change of use of a building from Shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops, Launderette; or a mixed use combining one of these uses and use as a dwellinghouse to Dwellinghouses (Use Class C3)	£96 ; or £206 if it includes building operations in connection with the change of use	£96 ; or £206 if it includes building operations in connection with the change of use
Change of use of a building and any land within its curtilage from Light Industrial (Use Class B1c) to Dwellinghouses (Use Class C3)	£96	£96
Change of Use of a building and any land within its curtilage from Amusement Arcades/Centres and Casinos (Sui Generis Uses) to Dwellinghouses (Use Class C3)	£96 ; or £206 if it includes building operations in connection with the change of use	£96 ; or £206 if it includes building operations in connection with the change of use
Change of Use of a building from Shops (Use Class A1), Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops and Casinos (Sui Generis Uses) to Restaurants and Cafés (Use Class A3)	£96 ; or £206 if it includes building operations in connection with the change of use	£96 ; or £206 if it includes building operations in connection with the change of use
Change of Use of a building from Shops (Use Class A1) and Financial and Professional Services (Use Class A2), Betting Offices, Pay Day Loan Shops (Sui Generis Uses) to Assembly and Leisure Uses (Use Class D2)	£96	£96
Change of Use from Shops (Class A1), Professional and Financial Services (Class A2), Takeaways (Class A5), Betting Offices, Pay Day Loan Shops or Launderettes to Offices (Class B1a)	£96	£96

Development Consisting of the Erection or Construction of a Collection Facility within the Curtilage of a Shop	£96	£96
Erection, extension or alteration of a university building	N/A	£96
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	£96	£96
Installation, Alteration or Replacement of other Solar Photovoltaics (PV) equipment on the Roofs of Non-domestic Buildings, up to a Capacity of 1 Megawatt	£96	£96

Reserved matters		
Application for approval of reserved matters following outline approval	In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £462	In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £462
Approval/variation/discharge of condition		
Application for removal or variation of a condition following grant of planning permission	£234	£234
Request to discharge one or more planning conditions or for confirmation of compliance with one or more planning conditions. No charge is made for the following:- <ul style="list-style-type: none"> • Requests relating to Listed Building Consent • Requests relating to Tree Works Consent 	£34 per request for Householder otherwise £116 per request	£34 per request for Householder otherwise £116 per request
Application for a non-material amendment following a grant of planning permission or permission in principle		
Applications in respect of householder developments	£34	£34
Applications in respect of other developments	£234	£234
Hazardous substances consents		
For proposals involving the presence of a substance in excess of twice the controlled quantity	£400	£400
For applications where no one substance exceeds twice the controlled quantity	£250	£250
An application for the removal of conditions attached to a grant of consent or for the continuation of a consent upon partial change in ownership of the land	£200	£200
Certificates of Appropriate Alternative Development		
Applications in respect of certificates of appropriate alternative development	£234	£234

Concessions
Exemptions from payment: Details of when exemptions apply are set out within The Town and Country Planning (Fees for Applications, Deemed Applications and Site Visits) (England) Regulations (as amended) (https://www.legislation.gov.uk/ukxi/2012/2920/contents/made). Additionally, exemptions for other types of application are detailed below.
For alterations, extensions, etc. to a dwelling house , where the alteration is for the benefit of a registered disabled person
An application solely for the carrying out of the operations for the purpose of providing a means of access for disabled persons to or within a building or premises to which members of the public are admitted
Listed Building Consent
Planning applications for demolition of unlisted buildings within conservation areas.
Works to Trees covered by a Tree Preservation Order or in a Conservation Area
Hedgerow Removal
If the proposal is the first revision of an application for development of the same character or description on the same site by the same applicant within 12 months of making the earlier application if withdrawn, or the date of decision if granted or refused and NOT a duplicate application made by the same applicant within 28 days then a “free-go” exemption may be available. Applicants cannot benefit from more than one free-go per application site. This table (https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/574500/When_are_applications_eligible_for_a_free_go_.pdf) sets out the type of application which can benefit from a “free go” and the conditions and requirements to be eligible.
An application for a “free-go” needs to be received by 5pm no the working day it expires (e.g. if a decision notice is dated 12 March 2020 the “free-go” can be submitted up to and including 5pm on 12 March 2021).
If the application is for a lawful development certificate, for existing use, where an application for planning permission for the same development would be exempt from the need to pay a planning fee under any other planning fee regulation
There is no fee for a prior approval application where a planning application for the same site is submitted at the same time by or on behalf of the same person
If the application is for consent to display an advertisement following either a withdrawal of an earlier application (before notice of decision was issued) or where the application is made following refusal of consent for display of an advertisement, and where the application is made by or on behalf of the same person.
An application for a “free-go” needs to be received by 5pm no the working day it expires (e.g. if a decision notice is dated or the 12 March 2020 the “free-go” can be submitted up to and including 5pm on 12 March 2021).
If the application is for consent to display an advertisement which results from a direction under Regulation 7 of The Town and Country Planning (Control of Advertisements) (England) Regulations 2007 dis-applying deemed consent under Regulation 6 to the advertisement in question
If the application relates to a condition or conditions on an application for Listed Building Consent or planning permission for relevant demolition in a Conservation Area

<p>If the application is for a Certificate of Lawfulness of Proposed Works to a listed building</p> <p>'Second application' exemption for applications for prior approval under Part 20 Construction of up to 2 storeys to create new flats on the topmost residential storey of a building which is an existing purpose-built, detached block of flats which are made by the same applicant, in respect of the same character or description of development on the same site or part of the same site and within 12 months of a determination of an earlier application (where a fee has previously been paid) under Part 20 or, in the case of an earlier application under Part 20 which was withdrawn, the date when that application was received by the local planning authority.</p>
<p>Reductions to payments</p>
<p>If the application is being made on behalf of a non-profit making sports club, society or other organisation for making a material change of use or works for playing fields not involving buildings then the fee is £462</p>
<p>If the application is being made on behalf of a parish or community council then the fee is 50% of the application fee (with the exception of submissions for discharge of conditions where the full fee is payable).</p>
<p>If the application is an alternative proposal being submitted on the same site by the same applicant on the same day, the fee shall be:</p> <p>(a) the highest of the amounts calculated for each of the alternative proposals, plus</p> <p>(b) an amount equal to the sum of all the alternative proposal added together (excluding that calculated under (a)) divided by 2.</p>
<p>In respect of reserved matters you must pay a sum equal to or greater than what would be payable at current rates for approval of all the reserved matters. If this amount has already been paid then the fee is £462.</p>
<p>If the application is for a Lawful Development Certificate for a Proposed use or development, then the fee is 50% of the fee due if a full planning application were submitted.</p>
<p>If two or more applications are submitted for different proposals on the same day and relating to the same site then you must pay the fee for the highest fee plus half sum of the others.</p>
<p>Where an application relates to development which is within more than one fee category, the correct fee is simply the highest of the fees payable (this does not apply if residential (dwellinghouses) are proposed).</p>

PLANNING (DISCRETIONARY)

Newark and Sherwood's Planning Development and Planning Policy departments produces a variety of documents, many of which can be obtained free of charge, however on occasion we may need to charge for our documents and discretionary services on a cost-recovery basis to enable them to continue to be provided.

Pre Application Advice**Why Apply?**

The pre-application phase of development management is part of a positive and proactive planning process. Engagement prior to a planning application being formally submitted can be critically important and should provide the applicant and the Council with the opportunity to gain a clear understanding of the objectives of and any constraints on development.

It also provides an opportunity for wider engagement, where appropriate, with other stakeholders, including the local community, which can deliver better outcomes for all parties.

We provide a comprehensive pre-application advice service. In order to provide a high quality and efficient service, which includes amongst other things consultation with key stakeholders, a service fee is required. Pre-application advice will:

- Identify and assess the prospective application against Council policies and standards;
- Where requested, arrange to attend a meeting with the prospective applicant (normally at the Council Offices);
- Where specialist advice is requested at a meeting, the necessary officers will attend subject to availability; and
- Provide a detailed written response in the context of the plans/information provided and meeting discussions which will include a list of supporting documents that would need to be submitted with any application to ensure that it is valid on receipt, a list of possible conditions that could be attached to any similar proposal if submitted (providing that the proposal would not be unacceptable), and details of any responses received from statutory and other consultees through the pre-application process.

Where follow up advice is sought, this must be made in writing and must include the original planning reference given by the Council and clear details of the additional advice being requested. Any such requests will be acknowledged in writing within 1 week. If you then wish to proceed, the fee must be paid in full prior to any advice being issued.

Qualification

Any views or opinions expressed are in good faith, without prejudice to the formal consideration of any planning application, which will be subject to formal public consultation (which will include the relevant Town or Parish Council) and ultimately decided by the Council.

It should be noted that subsequent alterations to legislation or local, regional and national policies might affect the advice given.

Processing of Planning Applications Submitted After Advice Sought

The planning service will seek to process applications within the Department for Levelling Up, Housing and Communities (DLUHC) prescribed timescale. Applications submitted following pre-application advice may take less time to determine. Applications that have been submitted in the absence of any pre-application discussions are likely to be refused without further negotiation where significant amendments are required to make the development acceptable. Caution should be exercised in respect of pre-application advice for schemes that are not submitted within a short time of the Council's advice letter.

The pre-application advice application form may be found on our website.

If you have any queries regarding our pre-application advice service please visit our website (<https://www.newark-sherwooddc.gov.uk/pre-applicationadvice/>) or contact us by email at planning@nsdc.info or telephone 01636 650000.

Unless otherwise stated, the fees for this service are fixed and will include the following (**charges are inclusive of VAT**). Terms and conditions. Standard fees must be paid on submission of the request for advice.

Development Category	2021/22 Charge	2022/23 Charge
<p>CATEGORY A - PRE-APPLICATION ADVICE ON A DEVELOPMENT PROPOSAL New floor-space or change of use of 10,000 square metres or more (except where the proposal would provide 100 or more dwellings) or where the site area is 2 hectares or more. Development subject to an Environmental Impact Assessment (EIA).</p>	<p>Fixed charge of £1,540 - with an additional meeting if required.</p> <p>This would cover a site visit, up to 3 no. 1 hour meetings) with the case officer and one letter. Schemes requiring a greater amount of Officer input and/or review of statements by third parties to be agreed on a bespoke basis by the Business Manager, Planning Development</p>	<p>Fixed charge of £1,571 - with an additional meeting if required.</p> <p>This would cover a site visit, up to 3 no. 1 hour meetings) with the case officer and one letter. Schemes requiring a greater amount of Officer input and/or review of statements by third parties to be agreed on a bespoke basis by the Business Manager, Planning Development</p>
<p>CATEGORY B – LARGE SCALE MAJOR DEVELOPMENT Residential development of 100 or more or where the site area is 4 hectares or more.</p>	<p>£1,920</p> <p>This will cover a site visit, up to 3 no. 1 hour meetings) with the case officer and one letter. For development proposals of a more significant nature, requiring more regular meetings, other officers in attendance or review of statements by third parties a bespoke fee will be agreed.</p>	<p>£1,958</p> <p>This will cover a site visit, up to 3 no. 1 hour meetings) with the case officer and one letter. For development proposals of a more significant nature, requiring more regular meetings, other officers in attendance or review of statements by third parties a bespoke fee will be agreed.</p>
<p>CATEGORY C – MAJOR DEVELOPMENT Residential development of between 50 and 99 dwellings (inclusive) dwellings or where the site area is 0.5 hectares up to less than 4 hectares.</p>	<p>£1,450</p> <p>This will cover a site visit, up to 2 no. 1 hour meetings with the case officer and one letter. Where additional advice is required and/or review of statements by third parties a bespoke fee will be determined by the Business Manager - Planning Development.</p>	<p>£1,479</p> <p>This will cover a site visit, up to 2 no. 1 hour meetings with the case officer and one letter. Where additional advice is required and/or review of statements by third parties a bespoke fee will be determined by the Business Manager - Planning Development.</p>

<p>CATEGORY D – SMALL SCALE MAJOR DEVELOPMENT Residential development of between 11 and 49 dwellings (inclusive) dwellings or where the site area is 0.5 hectares up to less than 4 hectares.</p>	<p>£1,030</p> <p>This will cover a site visit, up to 2 no. 1 hour meetings with the case officer and one letter. Where additional advice is required and/or review of statements by third parties a bespoke fee will be determined by the Business Manager - Planning Development.</p>	<p>£1,051</p> <p>This will cover a site visit, up to 2 no. 1 hour meetings with the case officer and one letter. Where additional advice is required and/or review of statements by third parties a bespoke fee will be determined by the Business Manager - Planning Development.</p>
<p>CATEGORY E – SMALL SCALE OTHER DEVELOPMENT Examples include: Residential development of between 2 and 10 dwellings or where the site area is below 0.5 hectares.</p>	<p>£580</p> <p>This will cover a site visit, 1 hour meeting with the case officer and one letter.</p>	<p>£592</p> <p>This will cover a site visit, 1 hour meeting with the case officer and one letter.</p>
<p>CATEGORY F – ALL OTHER DEVELOPMENT AND CONSENTS NOT WITHIN CATEGORIES B TO D BUT EXCLUDING HOUSEHOLDER DEVELOPMENT Examples include: 1 new dwelling. New floor space of less than 300 sqm or change of use (excluding change of use to 2 or more dwellings which falls within the above categories).</p>	<p>£204</p> <p>This will cover a site visit, 1 hour meeting with the case officer and one letter.</p>	<p>£208</p> <p>This will cover a site visit, 1 hour meeting with the case officer and one letter.</p>
<p>CATEGORY G – WIND TURBINES</p>	<p>£1,280</p> <p>This will cover a site visit, 2 hour meeting with the case officer and one letter.</p> <p>For proposals of a more significant nature, requiring more regular meetings a bespoke fee will be agreed by the Business Manager, Planning Development</p>	<p>£1,306</p> <p>This will cover a site visit, 2 hour meeting with the case officer and one letter.</p> <p>For proposals of a more significant nature, requiring more regular meetings a bespoke fee will be agreed by the Business Manager, Planning Development</p>

<p>CATEGORY H – HOUSEHOLDER APPLICATIONS Works to a house or within its garden. (NB. a fee DOES NOT apply to Listed Buildings in domestic use, for maintenance and repair advice (unless part of a redevelopment proposal – see pre-application categories above), or if the building represents heritage at risk (e.g. if on a risk register and/or in a Conservation Area at risk).</p>	<p>£64 This will cover a site visit by the case officer and one letter.</p>	<p>£65 This will cover a site visit by the case officer and one letter.</p>
<p>CATEGORY I – ADVICE WHICH IS NOT COVERED BY ANY OF THE ABOVE CATEGORIES OR REQUIRES A FEE TO BE AGREED WITH THE BUSINESS MANAGER - PLANNING DEVELOPMENT</p>	<p>A bespoke fee will be agreed in advance based on the likely time taken, the level of experience of the Officer as well as other specialists required to provide any such advice.</p>	<p>A bespoke fee will be agreed in advance based on the likely time taken, the level of experience of the Officer as well as other specialists required to provide any such advice.</p>
<p>CATEGORY J - ADVICE ON PROPOSALS FOR WORKS TO TREES PROTECTED BY A TREE PRESERVATION ORDER OR WITHIN A CONSERVATION AREA</p>	<p>£50</p>	<p>£79</p>
<p>CATEGORY K - FOLLOW-UP ADVICE This is based on an amendment to the scheme in an attempt to make it acceptable but does not include complete alterations to developments that require e.g. reconsultation(s).</p>	<p>Half of the above fees for categories A to H. Category will be calculated on a bespoke basis.</p>	<p>Half of the above fees for categories A to H. Category will be calculated on a bespoke basis.</p>
<p>CATEGORY L - ANNUAL FEE FOR PRE-APPLICATION ADVICE FOR MAJOR LANDOWNERS This will cover up to 4 meetings per annum with an Officer and provide advice on day-to-day operational proposals associated with the land holding. Site visits will be undertaken throughout the year as required by the proposals being discussed. Written advice will be provided as required following the meetings. Excluded from this fee would be matters such as development proposals of land for major housing developments which would be subject to the fees in the schedule above.</p>	<p>£4,400</p>	<p>£4,490</p>

<p>CATEGORY M - PRE-APPLICATION PROPOSALS PRESENTED BY THE APPLICANT/DEVELOPER PRIOR TO SUBMISSION OF A PLANNING APPLICATION OR APPLICATIONS PRESENTED PRIOR TO DETERMINATION A few applications each year due to their scale and/or complex issues, for example, benefit from involving the community and Councillors. The case officer for these types of application will recommend to the developer/applicant that consultation is undertaken via a Developer Consultation Forum. The fee is in addition to the fee levels above.</p>	<p>£500 unless a Planning Performance Agreement has been entered into and includes this cost.</p>	<p>£510 unless a Planning Performance Agreement has been entered into and includes this cost.</p>
<p>CATEGORY N - EMPTY PROPERTIES (DWELLINGHOUSES) Available, at the discretion of the Council, to empty property owners who are working with the Council to bring their property back into habitable use.</p>	<p>£0</p>	<p>£0</p>
<p>CATEGORY O - VARIATIONS OR MODIFICATIONS TO A SECTION 106 PLANNING OBLIGATION Applicable when the variation or modification is not required following submission of a new planning application, i.e. those variations/modifications sought independently by a developer.</p>	<p>£100</p>	<p>£102</p>

<p>CATEGORY P - LISTED BUILDINGS AND CONSERVATION AREAS Development that requires either listed building consent or might affect the character and/or setting of a listed building and/or conservation area.</p>	<p>N/A</p>	<p>A meeting/consultation of no more than 1 hour will be provided free of charge.</p> <p>Thereafter, the fee to be paid will be dependent upon the amount of time that it will take to deal with the enquiry. Due to the bespoke nature of advice in relation to heritage assets, this will be calculated on a case-by-case basis. The fee will be advised and will be required to be paid prior to providing advice. The hourly rate will be those set out below.</p> <p>For heritage owners who are (a) on Universal Credit or similar; (b) owners of a High Street Heritage Action Zone (HAZ) scheme; or (c) owner of a Heritage at Risk property, advice will be provided without a charge. Evidence of Universal Credit (or similar) must be provided prior to a consultation/meeting.</p>
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Development Category	2021/22 Charge	2022/23 Charge
Business Manager	£120.00	£124.00
Senior Planner / Planning Technical Support Manager	£83.00	£85.50
Tree/Landscape Officer	N/A	£79.00
Conservation/Planning Officer	£72.00	£74.00
Trainee Planning Officer	£60.00	£62.00
Support Officer	£40.00	£41.00

Additional service	2021/22 Charge	2022/23 Charge
<p>Confirmation that Permitted Development rights have not been removed</p> <p>Not all properties benefit from permitted development (PD) rights. PD rights may have been removed by condition either in the original permission or any subsequent permissions or due to a property being in a designated area for example covered by an Article 4 Direction. The planning history and constraints/designations of the site will be checked and a response provided within 10 working days.</p>	Householder development £40.00 incl. VAT	Householder development £41.00 incl. VAT
<p>Confirmation that a planning Enforcement Notice has been complied with (including Listed Building, Breach of Condition etc.)</p> <p>Enforcement Notices are issued with requirements that must be undertaken as well as timescales for compliance. Should confirmation be required that these requirements have been met, a history check and/or site visit will be undertaken. A response will be provided within 10 working days.</p>	N/A	£120.00

Invalid Planning Application Charge

Applicants and Agents are encouraged to read the Validation guidance document which we have published on the Council's website (<https://www.newark-sherwooddc.gov.uk/validationchecklists/>) prior to submitting planning applications, as minor changes can happen between major revisions of the guidance. In order to reduce the costs associated with administering planning applications we encourage quality submissions. From 1 April, 2022, the service will be implementing a charge to recover the costs of handling invalid planning applications, due to a high number of invalid applications being handled by the authority which are returned to customers.

Following the first validation check, should an applicant or agent withdraw or fail to provide missing information within the relevant timescales as set out in the invalid letter, the service will mark the application as closed and return any fees, less the cost shown below (process cost-recovery):

10% of the fee, subject to a minimum of **£200** for Major Developments*;

10% of the fee, subject to a minimum of **£50** for Minor Developments*;

10% of the fee, subject to a minimum of **£25** for Other Developments (includes Householders and those applications which do not fall within the major, minor or other categories)*.

*Applications submitted as a variation of condition will be subject to **10%** of the fee

The major, minor and other categories of developments are those as set out within the Government's classification of development types (<https://www.gov.uk/government/publications/district-planning-matters-return-ps1-and-ps2>). What constitutes a major development is set out within the *Town and Country Planning (Development Management Procedure) (England) Order 2015* .

Fees for monitoring of planning obligations

We carefully monitor all Legal Agreements in a transparent manner to ensure that contributions are spent on their intended purpose and that the associated development contributes to the sustainability of the area.

Where schemes have been closely monitored the community contributions expected from the development have been secured. Additionally the transaction stages become easier when confirmation has been sought that compliance has been made with the obligations.

The fees for monitoring of planning obligations are:

Obligations	2021/22 Charge	2022/23 Charge
Financial Obligations	£240	£240
Physical Obligation	£66	£66

Legal Agreements / S106 Planning Obligations	2021/22 Charge	2022/23 Charge
Request for confirmation of compliance with a legal agreement associated with a planning permission in relation to the sale of a property	£36	£36
Request for confirmation of compliance with a legal agreement associated with a planning permission in relation to the sale of a property where conformation requires background request.	£36 + £36 per hour for every additional hour spent on the research.	£36 + £36 per hour for every additional hour spent on the research.
Request for confirmation of compliance with a legal agreement associated with a planning permission through submission of details to demonstrate compliance where this is not specified in the legal agreement.	£100	£100
Request for confirmation of compliance with S106 Agreements through submission of details to comply or for subsequent requests to confirm requirements have been met.	£150	£150

Community Infrastructure Levy (CIL)

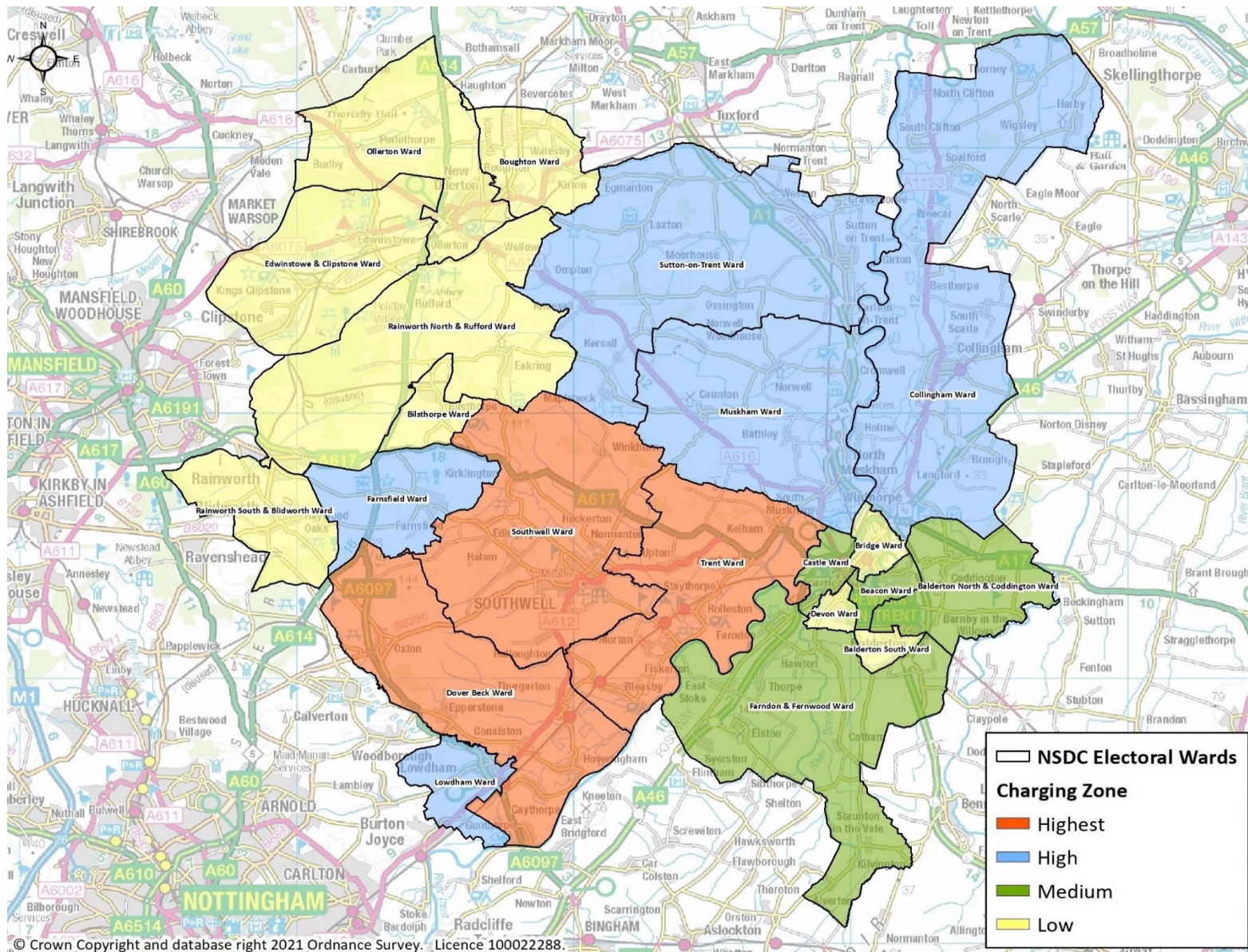
Development which creates new floorspace may be liable to pay CIL. This relates to full and reserved matters planning applications and Certificates of Lawfulness. This also includes development permitted by way of general consent (development which does not require submission of a planning application).

CIL is charged in pounds per square metre on net additional increase in internal floor space for qualifying development, in accordance with the provisions of the CIL Regulations 2010 (as amended).

It is the responsibility of the applicant to ensure that they comply with the CIL Regulations, including understanding how the CIL Regulations apply to a specific development proposal and submitting all relevant information. Further information, including our CIL Charging Schedule can be found on our website at <https://www.newark-sherwooddc.gov.uk/cil/>.

Development Type	Cost per Square Metre
Commercial	
Non- residential uses (except retail)	£0
Retail (A1-A5)	£100
Residential	
Apartments (All Zones)	£0
Housing Low Zone 1	£0
Housing Medium Zone 2	£45
Housing High Zone 3	£70
Housing Very High Zone 4	£100

Community Infrastructure Levy Zones - Residential



Policy Documents

Electronic pdf based documents can normally be obtained free from our website

Planning Policy documents	2021/22 Charge	2022/23 Charge
Amended Core Strategy (Adopted March 2019)	£15	£15
Allocations & Development Management DPD	£15	£15
Policies Map (also known as the Proposals Map)	£22	£22
Supplementary Planning Documents and Statement of Community Involvement	£0	£0

LAND CHARGES

Types of searches

Form LLC1

Form LLC1 consists of a search of the local land charges register and reveals if there are any outstanding charges such as financial ones where money is owed to the council when work has been carried out on the property or land.

It will also tell you if, for example, the property is a listed building, in a conservation or smoke control zone, conditional planning applications as well as if any trees on the property are protected by tree preservation orders.

We no longer provide a search of the local land charges register as the service was in 2021 migrated to HM Land Registry's national register. You are able to access the digital service through Portal, Business Gateway and on HM Land Registry's GOV.UK pages.

Form CON29 and CON29O

Form CON29 is a questionnaire and contains a series of standard questions covering information from various council departments. It contains Part 1 standard questions, known as CON29(R) revealing any road proposals or schemes, compulsory purchase orders, enforcement actions, building regulations or planning applications and formal/informal notices.

CON29O contains a series of further, optional questions and may be submitted as stand alone or with CON29. As with CON29, the questions cover various information from various council departments, including for example Houses in Multiple Occupation, Noise Abatement and Hazardous Substance Consents.

Most searches consist of both LLC1 and CON29, often referred to as a full search.

(Charges are inclusive of VAT where applicable)

Type of Search	Relevant Act or Order	2021/22 Charge	2022/23 Charge
LLC1 (Note: cannot charge VAT on this search)	<i>Local Land Charges Act 1975</i>	£26.00	N/A
CON29 Residential Searches	<i>Local Land Charges Act 1975</i>	£93.60 incl. VAT	£106.32 incl. VAT
Full Search Residential	<i>Local Land Charges Act 1975</i>	£119.60 Includes cost of LLC1 (£26.00) and CON29 Residential (£93.60 includes VAT). VAT is only applicable on CON29 element.	N/A
CON29 Commercial Searches	<i>Local Land Charges Act 1975</i>	£127.20 incl. VAT	£140.58 incl. VAT
Optional Question Q22.1(common land/commons green) & 22.2 (obtaining register and inspecting it)	<i>Local Land Charges Act 1975</i>	£45.00 incl. VAT	£47.52 incl. VAT
CON290 - optional questions (excludes requests for Q22) There is no charge for answering Q21 as we simply advise of the organisation(s) you should contact for further details	<i>Local Land Charges Act 1975</i>	£13.20 incl. VAT	£13.50 incl. VAT
Additional Written Enquiries	<i>Local Land Charges Act 1975</i>	£22.80 incl. VAT	£23.28 incl. VAT

Additional Parcels LLC1 (Note: cannot charge VAT on this search)	<i>Local Land Charges Act 1975</i>	£6.50 (Note: cannot charge VAT on this search) No change as currently monitoring progress of transfer of LLC1 search to The Land Registry	N/A
Additional Parcels - CON29 (additional cost to CON29 Commercial and Residential Search)	<i>Local Land Charges Act 1975</i>	£12.36 incl. VAT	£12.60 incl. VAT
Light Obstruction Notice – Registration Fee	<i>Rights of Light Act 1959</i>	£88.20 incl. VAT	£90.00 incl. VAT
Expedited Search – Quick return search (3 day turnaround) additional to CON29 commercial or residential searches	<i>Local Land Charges Act 1975</i>	£22.20 incl. VAT	£22.68 incl. VAT

CON29 Individual Requests	Residential 2021/22 Charge	Commercial 2021/22 Charge (includes VAT)	Residential 2022/23 Charge	Commercial 2022/23 Charge (includes VAT)
1.1 a-i	£18.60	£30.90	£19.02	£31.56
1.1 j-l	£12.72	£20.40	£13.02	£20.82
1.2	£8.75	£8.75	£8.94	£8.94
3.1	£2.06	£2.78	£2.10	£2.88
3.3	£3.71	£5.77	£3.78	£5.94
3.7	£3.71	£5.77	£3.78	£5.94
3.8	£2.06	£2.78	£2.10	£2.88
3.9	£2.06	£2.78	£2.10	£2.88
3.1	£10.80	£10.80	£11.04	£11.04
3.11	£2.06	£2.78	£2.10	£2.88
3.12	£5.66	£8.24	£5.82	£8.40
3.13	£3.71	£5.77	£3.78	£5.94
3.14	£3.71	£5.77	£3.78	£5.94
3.15	£6.70	£6.70	£6.84	£8.28

HERITAGE & CULTURE*(The charges below are subject to VAT)*

	2021/22 Charge	2022/23 Charge
<u>Theatre Hire:</u>		
<u>With Stage & Dressing Rooms as Equipped</u>		
<u>Full Theatre: 602 Seats</u>		
Per day with one performance - week days Commercial Hire	£1,836 (£1,530 + VAT)	£1,836 (£1,530 + VAT)
Per day with one performance - weekends Commercial Hire	£2,448 (£2,040 + VAT)	£2,448 (£2,040 + VAT)
Per day with two performances - weekdays Commercial Hire	£3,366 (£2,805 + VAT)	£3,366 (£2,805 + VAT)
Per day with two performances - weekends Commercial Hire	£3,978 (£3,315 + VAT)	£3,978 (£3,315 + VAT)
Week Hire: Monday-Saturday	£11,322 (£9,435 + VAT)	£11,322 (£9,435 + VAT)

<u>Non-Profit Making/Charity/Local</u>		
<u>Available all year Monday-Friday + off-peak weekends (at our discretion but excluding autumn)</u>		
<u>Current Stalls - only hirers to be phased into new pricing structure over two years</u>		
There is also an element of flexibility built into the fees and charges for non-profit making bodies, allowing the Theatre's discretion to offer a further reduction to community groups at a time when the Theatre may well be dark, but mindful that our costs and a profit must be covered.		
Per day with one performance - weekdays Non Profit Making/Charity/Voluntary	£1,260 (£1,050 + VAT)	£1,260 (£1,050 + VAT)
Per day with one performance - weekends Non Profit Making/Charity/Voluntary	£1,860 (£1,550 + VAT)	£1,860 (£1,550 + VAT)
Per day with two performances - weekdays Non Profit Making/Charity/Voluntary	£1,920 (£1,600 + VAT)	£1,920 (£1,600 + VAT)
Per day with two performances - weekends Non Profit Making/Charity/Voluntary	£2,520 (£2,100 + VAT)	£2,520 (£2,100 + VAT)
Conference: Full Theatre (Staffing, technical equipment and catering costs on application)	£2,520 (£2,100 + VAT)	£2,520 (£2,100 + VAT)

Theatre Hire : Supplementary Charges Per Hour (not including staffing)		
Technical/Dress:		
Commercial Hires	£94.20 (£78.50 + VAT)	£94.20 (£78.50 + VAT)
Non Profit Making/Charity/Voluntary	£79.80 (£66.50 + VAT)	£79.80 (£66.50 + VAT)
General Rehearsals: (No lights)		
Commercial Hires	£79.80 (£66.50 + VAT)	£79.80 (£66.50 + VAT)
Non Profit Making/Charity/Voluntary	£67.20 (£56.00 + VAT)	£67.20 (£56.00 + VAT)
Get In/Fit Up/Get Out		
Commercial Hires	£27.00 (£22.50 + VAT)	£27.00 (£22.50 + VAT)
Non Profit Making/Charity/Voluntary	£23.40 (£19.50 + VAT)	£23.40 (£19.50 + VAT)

Staffing Recharges: per hour		
Technical Manager - weekdays*	£42.00 (£35.00 + VAT)	£42.00 (£35.00 + VAT)
Technical Manager - weekends**	£48.00 (£40.00 + VAT)	£48.00 (£40.00 + VAT)
Technical Officer - weekdays*	£32.40 (£27.00 + VAT)	£32.40 (£27.00 + VAT)
Technical Officer - weekends**	£37.20 (£31.00 + VAT)	£37.20 (£31.00 + VAT)
Technical Assistant - weekdays*	£22.80 (£19.00 + VAT)	£22.80 (£19.00 + VAT)
Technical Assistant - weekends**	£27.60 (£23.00 + VAT)	£27.60 (£23.00 + VAT)
* Plus 20% on all rates for hours worked between 23:30 and 06:00 hours		
** Plus 20% on all rates for hours worked between 23:30 and 06:00 hours and plus 100% for all Bank Holiday working and 120% on all rates for hours worked on Bank Holidays between 23:30 and 06:00 hours		
Ticket Handling Fee		
Per Ticket - applicable to all professional productions	£1.50 (£1.25 + VAT)	£1.50 (£1.25 + VAT)
Per Ticket - applicable to all amateur productions, dependent on overall ticket price	50p - £1.50 (41.67p - £1.25 + VAT)	50p - £1.50 (41.67p - £1.25 + VAT)
Palace Membership Scheme <i>(Charges not subject to VAT)</i>		
Single membership	£11.00	£11.00
Couple's membership	£18.00	£18.00
Junior membership	£8.00	£8.00
Family membership	£30.00	£30.00

National Civil War Centre – Newark Museum			
Proposed Ticket Types	Notes	2021/22 Charge	2022/23 Charge
Day Tickets			
Adult	Ability to offer promotional discounts and flexible pricing to target specific audiences, promote specific events or encourage and increase local footfall and site awareness	£8.00	£8.00
Concession		£7.00	£7.00
Children 5-16		£4.00	£4.00
Children under 5		Free	Free
Family (up to 5)		£20.00	£20.00
Annual Pass - Adult		£15.95	£15.95
Annual Pass - Concession		£13.95	£13.95
Annual Pass - Children		£7.95	£7.95

Groups			
Group Visit (10 or more paying)	Flexibility for further discount to large groups and commercial operators in order to encourage larger and repeat bookings and capture a growth market	10% discount	10% discount
After-hours Evening Guided Visit: Minimum of 15 persons, must be booked at least four weeks in advance	90 min visit between the hours of 5pm and 9pm.	£15/head £2 discount for all partner organisations (EH, Art Fund, etc.)	£15/head £2 discount for all partner organisations (EH, Art Fund, etc.)
Object Handling Session (on top of day group rate) This is for groups who are looking for a hands-on experience.		£5/head , min 10, max per session 20	£5/head , min 10, max per session 20
Volunteer-led Town/Civil War Tour		£5 adult, £3 child	£5 adult, £3 child
Commercial: Town Tour	All to NSDC	£6/head	£6/head
Commercial: Castle Tour	£4 to go to the castle, £2 to NCWC	£6/head	£6/head
Commercial: Church Tour	£4 to go to the church, £2 to NCWC	£6/head	£6/head
Coach Parking @ Lorry Park	FOC	FOC	FOC

Miscellaneous Charges

(Charges subject to VAT, unless otherwise stated)

	Notes	2021/22 Charge	2022/23 Charge
After Dinner speaking	Original rate set to raise awareness of NCWC in opening year. Benchmarked against other history experts/speakers	£192 plus travel expenses (£160 + VAT)	£192 plus travel expenses (£160 + VAT)

<p>Room Hire</p>	<p>(projector, screen and lectern).</p> <p>There is an element of flexibility built into the fees and charges for all hires allowing discretion to offer a further reduction to community groups at a time when the space would not otherwise be in use, but mindful that our costs and a profit must be covered.</p> <p>Discounts may also be offered for multi-space bookings in order to develop bespoke, commercial package hires, eg for large scale conferences that also include the theatre auditorium.</p>		
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<p>Community Space <i>(Charges are not subject to VAT)</i></p>	<p>Costs dependent on whether booking is inside or outside of normal operating hours, and whether the pre-meeting set up, including number of client meetings, is extensive/labour intensive or involves additional staffing</p>	<p><u>Charity:</u> From £24/hr (£20 + VAT)</p> <p><u>Educational/ Training/Meeting:</u> From £30/hr (£25 + VAT)</p> <p><u>Event Rate:</u> £44.40 - £62.40/hr (£37 - £52 + VAT)</p>	<p><u>Community Hire:</u> From £0/hr (limited hours)</p> <p><u>Charity:</u> From £24/hr (£20 + VAT)</p> <p><u>Educational/ Training/Meeting:</u> From £30/hr (£25 + VAT)</p> <p><u>Event Rate:</u> £44.40 - £62.40/hr (£37 - £52 + VAT)</p>
<p>Byron Room</p>	<p>Costs dependent on whether booking is inside or outside of normal operating hours, and whether the pre-meeting set up, including number of client meetings, is extensive/labour intensive or involves additional staffing.</p>	<p><u>Charity:</u> From £24/hr (£20 + VAT)</p> <p><u>Educational/ Training/Meeting:</u> From £30/hr (£25 + VAT)</p> <p><u>Event Rate:</u> £44.40 - £62.40/hr (£37 - £52 + VAT)</p>	<p><u>Community Hire:</u> From £0/hr (limited hours)</p> <p><u>Charity:</u> From £24/hr (£20 + VAT)</p> <p><u>Educational/ Training/Meeting:</u> From £30/hr (£25 + VAT)</p> <p><u>Event Rate:</u> £44.40 - £62.40/hr (£37 - £52 + VAT)</p>

<p>Workshop <i>(Charges are not subject to VAT)</i></p>	<p>Charge based on self-serviced hire. The price will increase by 20% to cover VAT applicable to hire where services are required.</p>	<p>£15.50 - £25</p>	<p>£15.50 - £25</p>
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<p>Tudor Hall</p>	<p>New proposed structure to ensure ability to remain competitive and create a bespoke hire dependent on the client's needs, whether booking is inside or outside of normal operating hours, and whether the pre-meeting set up, including number of client meetings, is extensive/labour intensive or involves additional staffing</p>	<p><u>Hourly rate:</u> £102, max 3 hr hire (£85 + VAT)</p> <p><u>Day rate for meetings:</u> Charity/Community £474 (£395 + VAT)</p> <p>Corporate £714 (£595 + VAT)</p> <p><u>Event rate:</u> £954 - £1,560 (£795 - £1,300 + VAT)</p>	<p><u>Hourly rate:</u> £102, max 3 hr hire (£85 + VAT)</p> <p><u>Day rate for meetings:</u> Charity/Community £474 (£395 + VAT)</p> <p>Corporate £714 (£595 + VAT)</p> <p><u>Event rate:</u> £954 - £1,560 (£795 - £1,300 + VAT)</p>
<p>Hire a costumed performer</p>		<p>£105/evening</p>	<p>£105/evening</p>

Hire Location	Additional Information	2021/22 Charge	2022/23 Charge
In Hours – Guided tours	Occupancy: Max. 25 people	£6/head, minimum 15, max 25	£6/head, minimum 15, max 25
Workshops	To be paid in advance when booking	Price by request	Price by request
Photocopying		£1 A4 £1.50 A3	£1 A4 £1.50 A3
Scan Orders	This price includes VAT. Postage is extra.	£5.50 £6.50 £9.00	£7.50 £8.50 £11.00
Microfiche Copies		£5.00 plus £2.00 admin (very rarely requested)	£20.00 plus £10.00 admin
Own Camera	It is possible for researchers to use their own camera to take photos of documents and objects. Copyright limitations apply.	£5.00 – reflects time processing charges	£10.00 – reflects time processing charges
Digital reprographics (on plain paper, glossy photo paper, CD or by e mail attachment – please specify	Museum staff can take photos of documents or objects for visitors. Please note this service may not be available same day – orders will be processed ASAP. Copyright limitations apply.	£10.00 – reflects time processing charges	£15.00 – reflects time processing charges

Publication	<p>There will be no charge for visitors taking photographs on the museum premises, so long as the images produced are for their own personal use and not intended for publication.</p> <p>Cost per image is based on one use only. Two uses will attract two charges per image. Three uses will attract three charges per image. For example, one use is display, two uses is display and publication (book), three uses is display, publication (book) and leaflet.</p>	<p>Commercial Organisations (Newspapers, Journals, magazines, TV, etc.): £100.00 - per image</p> <p>Local Authority, Voluntary or Charitable Organisations: £20.00 - per image</p> <p>Corporate Products (annual reports, TV): £100.00 - per image</p> <p>Commercial products (cards, calendars, jigsaws etc.): £150.00 - per image</p>	<p>Commercial Organisations (Newspapers, Journals, magazines, TV, etc.): £150.00 - per image</p> <p>Local Authority, Voluntary or Charitable Organisations: £25.00 - per image</p> <p>Corporate Products (annual reports, TV): £150.00 - per image</p> <p>Commercial products (cards, calendars, jigsaws etc.): £150.00 - per image</p>
Long Term Archaeological Storage at Museum Resource Centre	Cost is based on English Heritage Calculations. One off fees.	£160 per box	£250 per box

Other Income (Charges are inclusive of VAT)	Additional Information	2021/22 charge	2022/23 charge
Loans Box Fines	Late return of boxes	£16.00	£16.00
Out of District Schools Travel Expenses	Flat fee	Price by request - We will consider outreach for schools on a case by case basis and price accordingly.	Price by request - We will consider outreach for schools on a case by case basis and price accordingly.
Discovery box – Cost per hire	Loan period is 2 weeks – fines for late returns	£20 per box for two weeks	£20 per box for two weeks
Education programme at NCWC	<p>To be paid on day of visit by cash/cheque/card or by invoice</p> <p>Option to build bespoke package on request, price according to resource allocation and timescales.</p> <p>KS5, HE and FE students to reflect bespoke nature of events and level of expertise required.</p>	<p><u>KS1-KS3 students</u> One facilitated activity, one self-led activity: £4.50 per head - Half day (2 - 2.5 hr) visit</p> <p>One facilitated activity, two self-led activities: £7 per head - Full day visit</p> <p>Two facilitated activities, one self-led activity: £6.00 per head for half day visit</p> <p><u>KS5, FE and HE</u> £8 per head full day visit</p>	<p><u>KS1-KS3 students</u> One facilitated activity, one self-led activity: £4.50 per head - Half day (2 - 2.5 hr) visit</p> <p>One facilitated activity, two self-led activities: £7 per head - Full day visit</p> <p>Two facilitated activities, one self-led activity: £6.00 per head for half day visit</p> <p><u>KS5, FE and HE</u> £8 per head full day visit</p>

NEWARK CASTLE*(Charges are inclusive of VAT where applicable)*

Purpose		2021/22 Charge	2022/23 Charge
Guided Tours	Adult	£6.00	£6.00
	Senior	£5.00	£5.00
	Child	£3.00	£3.00
	Family	£16.00	£16.00
	Private, Out of Hours, Subject Specialist Tours (per person)	£10 - £15	£10 - £15
	Ghost Tour Commercial Hire	* see events below	* see events below
Hire of Gardens	Charity	£250 plus staffing, security and other anciliary charges	£250 plus staffing, security and other anciliary charges
Hire of Gardens	Commercial	£800 per day	£800 per day
Hire of Castle	For Events	£50 - £100 per hour plus staffing, security and other aciliary charges (dependant on number of spaces required)	£50 - £100 per hour plus staffing, security and other aciliary charges (dependant on number of spaces required)

Hire of Gardens for weddings <i>Additional charges may apply for equipment hire where necessary</i>	Bandstand <i>October - March</i>	£480 (Mon - Thurs) £528 (Fri & Sun) £576 (Sat)	£480 (Mon - Thurs) £528 (Fri & Sun) £576 (Sat)
	Bandstand <i>April - September</i>	£528 (Mon - Thurs) £576 (Fri & Sun) £624 (Sat)	£528 (Mon - Thurs) £576 (Fri & Sun) £624 (Sat)
	Undercroft <i>October - March</i>	£576 (Mon - Thurs) £633.60 (Fri & Sun) £691.20 (Sat)	£576 (Mon - Thurs) £633.60 (Fri & Sun) £691.20 (Sat)
	Undercroft <i>April - September</i>	£633.60 (Mon - Thurs) £691.20 (Fri & Sun) £748.80 (Sat)	£633.60 (Mon - Thurs) £691.20 (Fri & Sun) £748.80 (Sat)
Education programme <i>(prices will be uplifted dependant on development of professional service and associated resources)</i>	Half day visit per head	£3.25 - £4.50	£3.25 - £4.50
	Full day visit per head	£4.50 - £7.00	£4.50 - £7.00
Charity/Local			
Available all year Monday-Friday + off-peak weekends (at our discretion but excluding autumn)			
Current Stalls - only hirers to be phased into new pricing structure over two years			
There is also an element of flexibility built into the fees and charges for non-profit making bodies, allowing the Theatre's discretion to offer a further reduction to community groups at a time when the Theatre may well be dark, but mindful that our costs and a profit must be covered.			
Use of Castle for commercial photography/filming		£0.00	£0.00
Use of Castle Gardens for wedding photographs - professional photographers only		£0.00	£0.00

PARKS & AMENITIES*(Charges are inclusive of VAT where applicable)*

Facility	Purpose	2021/22 Charge	2022/23 Charge	
Parks & Playing Fields *charges for where a current agreement doesn't exist	Football Season (13 matches or more)*	Seniors	£500.00	£510.00
		Juniors	£280.00	£286.00
		Mini Soccer	£150.00	£153.00
	Football Pitch (per match)*	Seniors	£49.00	£52.00
		Juniors	£30.00	£32.00
		Mini Soccer	£20.00	£22.00
	Hire of Park	Commercial use	£566 per day	N/A
		Charities (can be waived by SLT)	£103 per day	£100 per day
	Circuses		£381 per day	N/A
	Funfairs	Large Fair	£370 per day	N/A
		Small Fair	£283 per day	N/A
	Sponsorship	Bedding Displays	£800 per annum	£816 per annum
	Forest School Sessions	Ranger-led	£5.00 per person	£10.00 per session
		Self-led	N/A	£3.00 per person
	Outdoor Fitness Camps		£6.90 per session	N/A
	Commercial fitness & skills sessions inc. football training	Weekly	N/A	£25.00 per session
		Annual	N/A	£300.00
	Events	Ticketed	N/A	£100 + 15% of ticket sales
		Non-ticketed	N/A	£400.00
	School sessions	Ranger-led: annual	N/A	£100.00
Ranger-led: one-off		N/A	£25.00	
Schools-led: annual		N/A	£40.00	
Schools-led: one-off		N/A	£10.00	
Hire of Football Changing Rooms*	Without showers	N/A	£11.00	
	With showers	N/A	£15.00	
Provision of memorial trees	Per tree	N/A	£20.00	
Lincoln Road Pavilion	Hire of Pavilion	£10.10 per hour	£11.00 per hour	

CAR PARKS*(Car Park charges are all inclusive of VAT)*

Newark Car Parks	Duration	2021/22 Charge	2022/23 Charge
INNER TOWN London Road Balderton Gate Town Wharf Appletongate	30 minutes	£0.50	£0.50
	1 hour	£1.00	£1.00
	2 hours	£1.50	£1.50
	2-3 hours	£2.50	£2.50
	3-4 hours	£4.50	£4.50
	Over 4 hours	£7.50	£7.50
	After 6pm (Evening Charge)	£1.00	£1.00
OUTER TOWN Riverside (former Tolney Lane) Riverside Arena Livestock Market Castle House	1 hour	£1.00	£1.00
	2 hours	£1.50	£1.50
	2-4 hours	£2.00	£2.00
	4-5 hours	£2.50	£3.00
	5 hours and above	£3.00	£3.50
	After 6pm (Evening Charge)	£1.00	£1.00
Dedicated Motorcycle Bay Newark: London Road Balderton Gate Town Wharf Appletongate Riverside (former Tolney Lane) Riverside Arena Livestock Market	Motorcycles parking in general bays must purchase and place in the provided facility a pay and display ticket in accordance with the tariffs displayed at each car park. Motorcycles parking in general bays without following this requirement shall be liable to a Penalty Charge Notice Motorcycles parked in the dedicated motorcycle bay or area will be able to park free but use of these dedicated bays and areas is limited to 8 hours in any 24hr period.		
LORRY PARKING			
Lorry Parking - Fixed Charge		£18.50	£19.50
Lorry Parking (with meal voucher)		£21.50	£22.50
Coaches - (with meal voucher)		£5.00	£5.00

SEASON TICKETS			
INNER TOWN (Newark) (limited issue)	Per month	£84.00	£84.00
	Per quarter	£193.00	£193.00
	Per year (7 days per week)	£700.00	£700.00
OUTER TOWN (Newark) (limited issue)	Per month	£47.00	£54.00
	Per quarter	£123.00	£124.00
	Per year (Monday - Friday only)	£350.00	£350.00
	Per year (7 days per week)	£450.00	£450.00
CONTRACT CAR PARK RATES			
Barnby Gate	Per quarter	£208.00	£208.00
	Per annum	£800.00	£800.00
The Palace	Per annum	£600.00	£650.00
Pelham Street	Per annum	£500.00	£550.00
Cashless parking is available at all Newark Car Parks with transaction costs to be paid to the transaction provider by customer.			

- *Where businesses/their employees buy more than 1 season ticket a 10% discount in annual cost will apply

RIVERSIDE MARKET*(Charges are not subject to VAT)*

DAY	ITEM	2021/22 Charge	2022/23 Charge
WEDNESDAY	MARKET STALL	£17.00	£17.00
	PITCH - PER LINEAR METRE	£6.00	£6.00

NEWARK BEACON*(Prices are inclusive of VAT)*

Room	Seating Capacity	Duration	2021/22 Charge	2022/23 Charge
Cafferata Suite	Maximum capacity 70 (theatre style)	Full day	£252.00	£252.00
		Half day	£187.20	£156.00
		Hourly rate	£50.40	£42.00
Trent Suite	Maximum capacity 10	Full day	N/A	N/A
		Half day	N/A	N/A
		Hourly rate	N/A	N/A
Gresham	Maximum 20 (10 during COVID-19)	Full day	£132.00	£132.00
		Half day	£84.00	£84.00
		Hourly rate	£24.00	£24.00
Friary	Maximum 16 (8 during COVID-19)	Full day	£132.00	£132.00
		Half day	£84.00	£84.00
		Hourly rate	£24.00	£24.00
11C (or other office depending on occupancy)	Maximum 4 (2 during COVID-19)	Full day	£84.00	£84.00
		Half day	£42.00	£30.00
		Hourly rate	£12.00	£12.00

Discounts may be applied to approved charitable organisations or where a package of bookings are made together at the discretion of the Senior Leadership Team, with final approval by the Section 151 Officer