

2010/11 Gross Fees £	Vat Increase 2.50% £	2011/12 Gross Fees £	% inc 3%	2011/12 Gross Fees £	Vat included in fee	2011/12 Net Fee	Vat Rate	Discounted Rates/Off Peak (where applicable)
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RESOURCES**REVENUES & BENEFITS****LOCAL TAXATION**

Council Tax Summons	85.00	-	85.00	(11.75)	75.00	-	75.00	zero
Council Tax Liability Order	-	-	-	-	20.00	-	20.00	zero
NNDR Summons	85.00	-	85.00	47.05	125.00	-	125.00	zero

LEGAL SERVICES**LEGAL FEES**

Note 1. Vat is chargeable on the fees if vat is payable on the consideration or rent.

* These fees may be charged at a higher level in accordance with, for example, the work involved in more complex cases.

Rounded to
nearest £5

Disposals

Sale of Garden plot	185.00	-	185.00	3.00	190.00	-	190.00	see note 1
Sale of any other land	390.00	-	390.00	3.00	400.00	-	400.00	see note 1
Building Licence	895.00	-	895.00	3.00	920.00	-	920.00	see note 1
Sealing of documents	55.00	-	55.00	3.00	55.00	-	55.00	see note 1

Landlord & Tenant

Contracted out' short term lease/licences	390.00	-	390.00	3.00	400.00	-	400.00	see note 1
Longer term business lease	640.00	-	640.00	3.00	660.00	-	660.00	see note 1
Underlease - Brunshaw / Anglesey	315.00	-	315.00	3.00	325.00	-	325.00	see note 1
Licence to Assign	260.00	-	260.00	3.00	270.00	-	270.00	see note 1
Licence for Alterations	260.00	-	260.00	3.00	270.00	-	270.00	see note 1
Licence for Change of Use	260.00	-	260.00	3.00	270.00	-	270.00	see note 1
Licence to Assign (combined with licence for alterations / change of use)	440.00	-	440.00	3.00	455.00	-	455.00	see note 1
Licence to Underlet	440.00	-	440.00	3.00	455.00	-	455.00	see note 1
Licence to Underlet (combined with licence for alterations / change of use)	640.00	-	640.00	3.00	660.00	-	660.00	see note 1
Surrenders	260.00	-	260.00	3.00	270.00	-	270.00	see note 1
Letter of consent to assign (long leaseholds at nominal rent)	55.00-110.00	-		3.00	55.00-115.00	-	55.00-115.00	see note 1
Registration of Assignment or Underlease	55.00	-	55.00	3.00	55.00	-	55.00	see note 1
Grant of Easements or Rights	260.00	-	260.00	3.00	270.00	-	270.00	see note 1

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RESOURCES

Deed of Variation 260.00 - 260.00 3.00 270.00 - 270.00 see note 1

Planning

Section 106 Agreements (minimum charge) 390.00 - 390.00 3.00 400.00 - 400.00 see note 1
Unilateral Undertakings (minimum charge) - - - 3.00 - - - see note 1

Mortgages

Vacating Receipts 117.00 - 117.00 3.00 120.50 - 120.50 see note 1
Notice of Charge 58.50 - 58.50 3.00 60.25 - 60.25 see note 1
Mortgage Questionnaire 99.50 - 99.50 3.00 102.50 - 102.50 see note 1

Miscellaneous

Copy Documents - per A4 sheet (minimum £10) 0.40 - 0.40 3.00 0.40 - 0.40 see note 1

Land Charges

Standard Search including LLC1 (LLC1 £57.00 & CON29R £68.00) 130.00 - 130.00 3.00 133.90 - 133.90 zero
Repeat standard search within 6 mths (30% discount) (LLC1 £39.90 & CON29R £47.60) - - - 3.00 - - - zero
Each Additional Parcel of Land 10.90 - 10.90 3.00 11.25 - 11.25 zero
LLC1 only 59.30 - 59.30 3.00 61.10 - 61.10 zero
Each Optional Part II Enquiry (CON29O No.4 &5) - - - 3.00 - - - zero
Each Optional Part II Enquiry (CON29O No.6 to 21) 16.10 - 16.10 3.00 16.60 - 16.60 zero
Each Optional Part II Enquiry (CON29O No.22) 31.20 - 31.20 3.00 32.15 - 32.15 zero
Each Additional Enquiry 22.90 - 22.90 3.00 23.60 - 23.60 zero
Personal Search 11.00 - 11.00 statutory 11.00 - 11.00 zero
Copy Search 17.70 - 17.70 3.00 18.25 - 18.25 zero

PROPERTY CONSULTANCY**ROOM HIRE**

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RESOURCES

Burnley Town Hall - Room Hire

Meetings

Mornings - 8am to 1pm	58.25	-	58.25	3.00	60.00	-	60.00	zero
Afternoon - 1pm to 6pm	58.25	-	58.25	3.00	60.00	-	60.00	zero
Evening - 6pm to 12am	58.25	-	58.25	3.00	60.00	-	60.00	zero

Others

Mornings - 8am to 1pm	68.85	-	68.85	3.00	70.90	-	70.90	zero
Afternoon - 1pm to 6pm	68.85	-	68.85	3.00	70.90	-	70.90	zero
Evening - 6pm to 12am	68.85	-	68.85	3.00	70.90	-	70.90	zero

Parker Lane - Room Hire

Mornings - 8am to 1pm	58.25	-	58.25	3.00	60.00	-	60.00	zero
Afternoon - 1pm to 6pm	58.25	-	58.25	3.00	60.00	-	60.00	zero
Evening - 6pm to 12am	58.25	-	58.25	3.00	60.00	-	60.00	zero

BURNLEY BUS STATION

Bus Station departure charges are calculated using pence to 4 decimal places

Per Departure - Standard bus	0.8118	0.02	0.8318	-	0.8318	0.1386	0.6932	20.00
Per Departure - Minibus	0.3728	0.01	0.3828	-	0.3828	0.0638	0.3190	20.00
Per Departure - Long (coach)	1.6798	0.04	1.7198	-	1.7198	0.2866	1.4332	20.00

GARAGE SITES

Note : 3 months notice is required to increase rents for garage sites & garden plots

Per plot, per annum	96.45	2.05	98.50	-	98.50	16.42	82.08	20.00
Concession for registered disabled	10.75	0.23	10.98	-	11.00	1.83	9.17	20.00

GARDEN PLOTS

Per square yard, per annum	0.75	-	0.75	-	0.75	-	0.75	zero
Allotments per square yard, per annum	0.15	-	0.15	-	0.15	-	0.15	zero
Admin fee for setting up of new tenancy agreements	34.35	0.73	35.08	-	35.10	5.85	29.25	20.00

Note : The rents of garage sites & garden plots are only being increased every 3 years due to the administrative cost of

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RESOURCES

writing to inform tenants.

The next review will be 2012/2013.

PROPERTY SURVEYOR FEES

These fees/charges are for general guidance. These fees may be negotiated at higher level in accordance with the work involved in more complex cases.

Note 1 - Vat is not chargeable on the fees/charges unless VAT is payable on the consideration or rent.

Disposals

Sale of Garden plot	185.00	-	185.00	3.00	190.55	-	190.55	see note 1
Sale of any other land (minimum charge or 1% of sale price whichever is the higher)	307.00	-	307.00	3.00	316.20	-	316.20	see note 1
Building Licence (minimum charge but depending on size/complexity)	614.00	-	614.00	3.00	632.40	-	632.40	see note 1
Freehold Reversion	185.00	-	185.00	3.00	190.55	-	190.55	see note 1

Landlord & Tenant

Contracted out' short term lease	215.00	-	215.00	3.00	221.45	-	221.45	see note 1
Longer term business lease	307.00	-	307.00	3.00	316.20	-	316.20	see note 1
Grant of Garden Tenancy	34.00	-	34.00	3.00	35.00	-	35.00	see note 1
Service of Notices on Garden Tenancies	29.00	-	29.00	3.00	29.85	-	29.85	see note 1
Underlease - Brunshaw / Anglesey	215.00	-	215.00	3.00	221.45	-	221.45	see note 1
Renewal Lease	215.00	-	215.00	3.00	221.45	-	221.45	see note 1
Licence to Assign	204.00	-	204.00	3.00	210.10	-	210.10	see note 1
Licence for Alterations	245.00	-	245.00	3.00	252.35	-	252.35	see note 1
Licence for Change of Use	215.00	-	215.00	3.00	221.45	-	221.45	see note 1
Licence to Assign (combined with licence for alterations/change of use)	307.00	-	307.00	3.00	316.20	-	316.20	see note 1
Licence to Underlet	245.00	-	245.00	3.00	252.35	-	252.35	see note 1
Licence to Underlet (combined with licence for alterations/change of use)	307.00	-	307.00	3.00	316.20	-	316.20	see note 1
Letter of consent to assign (long leaseholds at nominal rent)	min 108.00	-			min 108.00	-	min 108.00	see note 1

Planning

S.106 Agreements	390.00	-	390.00	3.00	401.70	-	401.70	see note 1
Site Compound Licence	204.00	-	204.00	3.00	210.10	-	210.10	see note 1
Copy Documents - per A4 sheet	0.50	0.01	0.51	3.00	0.55	0.09	0.46	20.00