

TANDRIDGE DISTRICT COUNCIL

COMMUNITY SERVICES COMMITTEE

Minutes and report to Council of the meeting of the Committee held in the Council Chamber, Council Offices, Station Road East, Oxted on the 17th March 2022 at 7:30pm.

PRESENT: Councillors Wren (Chair), Allen, Connolly, Crane, Hammond, Lee, Mansfield, North, O'Driscoll, Stamp, Bourne (Substitute) (In place of Swann) and Gaffney (Substitute) (In place of Caulcott)

PRESENT (Virtually): Councillor Swann

ALSO PRESENT: Councillor Gillman

ALSO PRESENT (Virtually): Councillors Lockwood and Mills

APOLOGIES FOR ABSENCE: Councillors Swann and Caulcott

The Chair paid tribute to the Projects Specialist, Nikki Tagg, who would shortly be leaving the Council after 6 years of employment. The Chair commented that Nikki had been a huge asset to the Council, handling complex situations with professionalism. Members thanked Nikki for her support of Members and wished her success in her new role. Members were also informed that Richard Coles would also shortly be leaving the Council and the Chair wished him well and thanked him for this work.

280. MINUTES OF THE MEETING HELD ON THE 18TH JANUARY 2022

These minutes were confirmed and signed as a correct record.

281. TO DEAL WITH QUESTIONS SUBMITTED UNDER STANDING ORDER 30

Questions had been submitted by Councillor O'Driscoll (2) and Councillor Crane (1). The questions and responses are provided at Appendix A to these minutes.

282. PETITION - WARLINGHAM PUBLIC CONVENIENCE

A petition was presented by Mr Perry Chotai, a Warlingham resident. The petition urged the Council to retain the public convenience in the centre of Warlingham, and to refurbish it to meet modern standards and facilitate efficient maintenance. The petition had 165 signatories.

On receipt of the petition, the Chair applied section 6(ii) of Standing Order 32 and the matter was referred to the next meeting of the Committee, where a report on the wider review of public conveniences would be considered.

283. COMMUNITY SERVICES COMMITTEE - 2022/23 BUDGET – TRANCHE 2 PRESSURE AND SAVINGS DISTRIBUTION

As explained during the previous cycle of meetings, the following approach had been taken to the allocation of pressures and savings to the respective policy committees as part of the 2022/23 budget setting process:

Tranche 1 – savings and pressures which were straightforward to allocate (these had been agreed by the respective policy committees during the previous cycle of meetings)

Tranche 2 – pressures regarding inflation (£174k), salary increments / National Insurance staffing costs (£193k) which were being held as ‘corporate items’, pending allocation to policy committees during the March / April 2022 cycle of meetings

Tranche 3 – the more complex cross-cutting savings (also being held as ‘corporate items’) which would require service reviews and business cases to ensure accurate distribution to policy committees during the June 2022 cycle of meetings.

A report was submitted which proposed that this Committee’s:

- share of Tranche 2 pressures be £76k as per Appendix B; and
- fees and charges be as per Appendix C.

The recommended fees and charges had, where appropriate, been uplifted by inflation.

In response to questions regarding budget distribution, Officers confirmed that:

- the movement from the Tranche 1 budget was made up of a virement, an increase in utility costs, contract inflation and income inflation. This figure had been built into the budget when agreed in February and the recommendation of the report was to reallocate this to the Community Services budget.
- car parking charges were not proposed to be increased in order to support local businesses.
- the Council only charged rent for using Westway Common where it was to be used for commercial activity. The Council did not charge rent where there was a community benefit.

RESOLVED – that:

- A. subject to further consideration by the Strategy & Resources Committee on the 7th April 2022 regarding the overall allocation of Tranche 2 pressures and savings, the revised 2022/23 net budget for the Community Services Committee at **Appendix B** be approved; and
- B. the uplifted Fees & Charges for the Community Services Committee (**Appendix C**) be approved.

284. COMMUNITY SERVICES Q3 2021-2022 PERFORMANCE REPORT

The Committee considered an analysis of progress against key performance indicators, together with an updated risk register for the third quarter of 2021/22.

Officers drew the Committee's attention to:

- KPI CS5 which, as agreed at the January meeting of the Committee, would continue to be reported although it did not reflect the performance of the environmental health team. Therefore, performance information submitted to the Tandridge & Mole Valley Environmental Health/Licensing Partnership Board had been included in Appendix A to the report.
- KPI CS10 included parking warnings issued. This was because warnings had been issued following the resumption of enforcement activities following the Covid-19 pandemic. However, warnings were no longer being used and only Penalty Charge Notices were being issued. As a result, warnings would not be included in the report figures in the future.
- In terms of assisted refuse and recycling collections, Community Officers checked whether these were still required. It was confirmed that these cost 10% more than normal collections. There were currently 1,930 assisted collections a week.

In response to observations from Members, it was confirmed that:

- As part of the service review, consideration would be given to offering enhanced street cleaning services to Parish Councils for a fee.
- Fly tipping incidents would continue to be provided to the Committee. In terms of prosecutions relating to fly tipping, since 2015/16 the Council investigated 24% of incidents. 5% of the total number of incidents resulted in a warning letter, and the prosecution rate was 1%. CCTV continued to be used in spots which experienced regular fly tipping incidents.
- Officers would raise concerns around the condition of the pool at Village Health Club, Caterham with Freedom Leisure.
- In terms of Risk CS7, the provision of street cleaning schedules would assist Members to be proactive in informing residents about how flooding can be prevented by enabling the street cleaning team to remove the build-up of silt on roads.
- In terms of Risk CS9, whilst it was necessary to include the risk of the rising cost of building materials, the value to the Community Services budget was not great enough to warrant a higher RAG rating. The risk was higher to the Housing Revenue Account.

- Flooding to sports pitches and the risk of loss of income would be recorded in the risk register in the future. Work was being done to consider options for drainage systems.
- The Committee noted the impressive recycling performance and requested that thanks be passed onto officers.

RESOLVED – that the Quarter 2 (2021/22) performance and risks for the Community Services Committee be noted.

285. COMMUNITY TENNIS UPDATE

The Committee considered a report which sought approval for an application to be submitted to the Department of Culture, Media and Sport (DCMS) for funding to improve the Council's public tennis courts.

The funding would be used to resurface two courts at Whyteleafe Recreation Ground. It would also be used to provide access control and a booking system at Whyteleafe and Queens Park which would give certainty to players allow coaching opportunities. It would be possible to charge coaches offering private lessons, and the Council may waive costs if coaching was free or low cost for local people.

It was confirmed that Multi-Use Games Areas (MUGAs) and private courts were not eligible for the funding.

The report also highlighted works being undertaken at other locations, which were funded through existing budgets.

Members made the following observations:

- Whilst the funding could not be used to improve the MUGA next to the two courts in Whyteleafe, the Council could consider utilising resources to improve the MUGA at this location.
- Wheelchair accessibility should be considered as part of future improvements

Councillor Gaffney moved an amendment that any proposal to implement charges for the use of public tennis courts be brought to the committee for decision. This was agreed.

RESOLVED – that:

- A. progress be noted and the Executive Head of Communities be authorised to:
 - i. apply for DCMS funding to seek improvements to the condition of the courts and access to play at Whyteleafe Recreation Ground and Queens Park, Caterham, including the operation of a nil fee booking model for general play, but to also generate income through charging for professional coaching; and
 - ii. keep under review the potential to charge for play at some peak times.
- B. any proposals to implement charges for the use of public tennis courts are to be brought to the Committee for decision.

286. ANIMAL WARDEN UPDATE

The Executive Head of Communities gave a verbal update on the animal warden service. A four month trial had commenced in August 2021 with one animal warden covering both Tandridge District and Mole Valley District as part of the shared environmental health service.

The out of hours arrangements were not affected during the trial. Animal licensing has been undertaken by the animal warden and environmental health technical officer. Where the animal warden had to prioritise, the environmental health technical officer had handled some work. In addition, the Council had support with stray dog collections from Valgrays Border Collie & Animal Rescue Centre.

The volume of work in 2021/22 had met or exceeded the volume of work carried out in the previous year. The trial demonstrated that it would be possible to maintain a satisfactory level of service with one animal warden, which would result in savings of £17.5k per annum.

In response to questions from Members, it was confirmed that:

- during the year to date, 62 notifications had been received that dogs were stray or lost and had been contained for collection by the animal warden.
- the Council had access to backup kennels if capacity was likely to be reached. However, there had been no indication that capacity was close to the limit.

Rising 8.45 pm

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Community Services Committee – 17th March 2022**Agenda Item 4 – Questions submitted under Standing Order 30****1. Question from Councillor O’Driscoll**

Residents have expressed concern at some taxi drivers driving in an unsafe manner on Tandridge roads. I was out lately and I witnessed a Tandridge licensed taxi driver driving incredibly recklessly through Kenley and Whyteleafe, with them driving through a red temporary traffic light without stopping and going well above the speed limit.

As a Council, the message from licensing drivers that drive recklessly is that the Council condones it.

Residents should not tolerate dangerous driving from our taxi drivers in our District when vulnerable members of our community rely on taxi drivers to get them home safely. What steps can this Council take to ensure that our taxi drivers are safe drivers and is there material available to help our taxi drivers with continual development?

Response from the Executive Head of Communities:

We have a good community of taxi drivers in Tandridge who have struggled during recent times due to a fall in demand for their business, especially fewer airport runs and regular school run contracts.

This incident which Cllr O Driscoll highlights is very rare. I would advise that reckless driving by any Licensed Hackney Carriage or Private Hire Driver is certainly not condoned by the Council. However, we do need to be made aware when these instances occur. There is a good reporting function on our website.

All applicants for either licence are subjected to a Driving Assessment that they must complete prior to being issued with their licence.

Once they become licensed drivers, they are expected to drive and behave in an appropriate manner at all times. When instances of reckless and/or dangerous driving occur they need to be reported to the Licensing Department for any action to be taken against the offending drivers. So, if we are not made aware of these issues we cannot take any further action against any individual driver. Details such as the Registration Number and/or the Hackney Carriage or Private Hire Plate Number should be provided as we will then be able to follow-up the report and call the driver in and put the allegation towards him/her.

For the traffic violations stated in the Councillor’s question, these would be a matter for the Police to pursue as the Council has no authority to deal with traffic offences such as these. If further action is taken by the Police then a review of the licence issued to the driver by the Council can occur.

A note will be included within the regular update email to all our licensed drivers reminding them of their responsibilities in relation to their driving standards and behaviour and the possible repercussions should they be found to be offending.

2. Questions from Councillor Crane

Despite taking many positives from the Community Services Quarter3 Performance Report, I am concerned over one aspect of the report which is clearly lagging behind other areas.

I refer to that area which deals directly with the cleaning of roads, footpaths and public open spaces which come under the responsibility of TDC (CS4, Appendix A). The cleaning performance index for these areas seems to have been in steady decline since June 2021. Not surprisingly, this decline is now starting to reflect itself in complaints made to Councillors both directly and on social media. The only comment offered in the report to explain this decline is “the continuation of staff absence”. The use of the word “absence” concerns me. Please can I receive a more detailed explanation of this?

I also think there is potential for TDC to communicate more regularly and effectively with residents over the role they themselves can play in assisting the Council to effect an improvement. I refer specifically to issues such as sweeping or blowing leaves and other garden debris into kerbside gutters or sometimes just off of their property. This can lead to drains becoming blocked and in extreme cases, contribute toward flooding.

Please can Councillors be issued with a scheduled programme of litter collecting and street cleaning for those areas they represent such that they can assist in getting the message out to residents which may in turn assist operatives in matters such as less vehicles blocking their routes?

Response from the Executive Head of Communities:

I must commend the streets team for all their hard work and commitment to provide a clean and safe environment for the residents of Tandridge District Council. Considering the area we cover I feel complaints are minimal and complaints we do receive, we try to address quickly. The drop in performance is only 2% over the quarters from April 2021.

In 2020 two members of staff were off and have subsequently left TDC employment on medical grounds. We haven't filled those positions and the work was distributed amongst the remaining teams without a change in scheduling.

Absence does play a part on this small team whether it be sickness or annual leave and to try and resolve issues we are now in the process of rescheduling and re-routing schedules as part of our service review. The eight weekly schedules are difficult to achieve and we are looking to schedule the work over an extra four weeks. This was discussed at the setting of the 2022/23 budget. In addition, we are changing the methodology and spreadsheets regarding the way we report street cleaning KPIs to give a more comprehensive balance of the work that will see all areas are checked fairly over a period of time. Once all this preparation work is completed it will be explained to Councillors in more detail.

On your second point, we have a standard letter we put through letterboxes regarding members of the public who are seen sweeping and blowing leaf fall off their properties onto the highway, which we will be adding to our webpages for next autumn.

We ask residents not to clear any part of their property of leaves by sweeping or blowing them into the street. The leaves will build up in the gutter and are likely to block drains, the leaves will disguise the edge of the footpath and road and so may cause trips or falls or damage to vehicles. They also compress to create a slippery surface.

To deliberately blow and therefore deposit leaf matter or debris onto the highway is an offence – an offender risks prosecution and possibly a civil action for damages should an accident occur due to their actions. Prosecution would be a matter for police but we will support in every single way we can.

We are unable to alter the cleaning schedule to deal with accumulation of leaves created in this way and a road would not be visited until the next scheduled visit, so it is important residents comply.

We have taken advantage of the Welcome Back Funding and funded additional activities to help keep our district clean and tidy. We have carried out extra cleaning and purchase supplies for litter angels who have been busy picking up litter in the District. We have ordered new bins for Hurst Green and Smallfield. We have organised the removal of Graffiti in Oakley Road and Waller Lane. We have been doing as much as we can and take advantage of any funding that we can.

Councillors can request a copy of the current schedules for those areas they represent please contact me for a copy. We put up signage a week prior to cleansing on roads we deem heavy with parked vehicles. Some owners take notice, but the clear majority just ignore the signs making mechanical sweeping very difficult and in turn the teams must sweep by hand making it very time-consuming. This can have an effect on the rest of a day's schedule.

3. Question from Councillor O'Driscoll

Residents in Westway and wider Caterham on the Hill have been in touch about the condition of the Town End Recreation Ground playground. The trampoline and big bucket swing have been broken for several weeks and the playground needs some TLC. Similar concerns have been raised about the playground at Whyteleafe Recreation Ground.

There are also concerns in other areas, such as Dormansland, where the gate into the play area is broken, often allowing dogs in around young children.

Will the Council take steps to fix the playground equipment at Town End and Whyteleafe and address the gate defect in Dormansland? And can the playground equipment in the rest of Tandridge be inspected to search for potential defects that could cause injury or harm?

Response from the Executive Head of Communities:

Playgrounds are regularly inspected to ensure their safety. An external contractor carries out weekly checks on all playgrounds and a different, independent, contractor carries out an annual formal review of all sites. In addition, ad hoc visits are made by our Officers.

We are aware of the specific issues highlighted by Councillor O'Driscoll, all of which are on our repair programme. In most cases we are waiting for spare parts before the equipment can be fixed. The trampoline in Town End has had a number of problems and so we are looking to replace it with another piece of equipment.

A playground capital replacement programme is included in the Community Services budget. We are currently tendering for the replacement of 4 different sites across the district and plan to go out to tender for the replacement or improvement of up to another 6 more sites later in the year. There will be consultation processes in each case and advice passed to residents on the detailed timings.

Supplementary question from Councillor O'Driscoll:

Please could we have more detail circulated to Members of the Committee about where the sights that are being tendered for are?

Response from the Executive Head of Communities:

Yes, that will be passed on separately.

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Appendix B - Revenue Budget 2022/23**Community Services Budget**

| | 2021/22 | 2022/23 | Movement £k | 2022/23 |
|-------------------------------|--------------------------------|---------------------------|----------------|---------------------------|
| | Updated Annual Budget £k | Tranche 1 Budget £k | | Tranche 2 Budget £k |
| Salaries | | | | |
| Car Parking-On Street | (100) | (14) | 0 | (14) |
| Car Parking-Off Street | (64) | (25) | 7 | (18) |
| Hackney Carriage/Private Hire | (18) | (18) | (1) | (19) |
| Leisure & Community Grants | 290 | 290 | 0 | 290 |
| Waste Services | 2,263 | 2,117 | 134 | 2,251 |
| Environmental Services | 282 | 266 | (5) | 261 |
| Cesspool Services | (36) | (36) | (1) | (37) |
| All Operational Services | (77) | (57) | (24) | (81) |
| Parks and Open Spaces | 815 | 834 | 7 | 841 |
| Streets & Public Conveniences | 638 | 618 | (41) | 577 |
| | | | | 0 |
| Community Services | 3,993 | 3,975 | 76 | 4,051 |

| | Tranche 2: | | | |
|-------------------------------|--------------|---------------|----------------|------------------|
| | Pay £k | Non Pay £k | Income £k | Net Budget £k |
| Organisational: | | | | |
| Car Parking-On Street | | 106 | (120) | (14) |
| Car Parking-Off Street | | 176 | (194) | (18) |
| Hackney Carriage/Private Hire | | 69 | (88) | (19) |
| Leisure & Community Grants | | 310 | (20) | 290 |
| Waste Services | 271 | 3,168 | (1,188) | 2,251 |
| Environmental Services | | 392 | (131) | 261 |
| Cesspool Services | 72 | 148 | (257) | (37) |
| All Operational Services | 75 | 156 | (312) | (81) |
| Parks and Open Spaces | 335 | 856 | (350) | 841 |
| Streets & Public Conveniences | 556 | 259 | (238) | 577 |
| Community Services | 1,309 | 5,640 | (2,898) | 4,051 |

Note: Whilst updating the pay budgets, some posts have been aligned to reflect the current structure

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Community Services - Fees & Charges 2022-23

APPENDIX C

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|---|---|--|--|------------------------------------|------------------------------------|--|
| Proposed - Car Park Fees | | | | | | |
| Ellice Road, Oxted | | | | | | |
| Mon - Fri 0 – 2 Hours | Free | Free | Free | | | |
| Mon - Fri 2 hrs – 3 Hours | 3.00 | 3.00 | 0.0% | | | |
| Mon - Fri 3 hrs – 4 Hours | 4.50 | 4.50 | 0.0% | | | |
| Mon - Fri >4 Hours | 6.50 | 6.50 | 0.0% | | | |
| Saturday, Sunday & Bank Holidays | Free | Free | 0.0% | | | |
| Long Term Permits p.a | 546.50 | 546.50 | 0.0% | | | |
| | | | | 171,000 | 132,000 | D |
| Council Office, Oxted | | | | | | |
| Long Term Permits p.a | 546.50 | 546.50 | 0.0% | | | |
| Station Road, Whyteleafe - Upper Level | | | | | | |
| 0-3 Hours | | | | | | |
| 3-4 Hours | 1.20 | 1.20 | 0.0% | | | |
| 4-5 Hours | 2.60 | 2.60 | 0.0% | | | |
| 5-6 Hours | 3.70 | 3.70 | 0.0% | | | |
| Long Term Permits p.a | 290.50 | 290.50 | 0.0% | | | |
| Mill Lane - Commuter Car Park | | | | | | |
| Long Term Permits p.a | 290.50 | 290.50 | 0.0% | | | |
| Hill View - Caterham | | | | | | |
| Long Term Permits p.a | 290.50 | 290.50 | 0.0% | | | |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|--|---|--|--|------------------------------------|------------------------------------|--|
| Woldingham Road, Woldingham | | | | | | |
| Before 9:15 | 4.00 | 4.00 | 0.0% | | | |
| After 9:15 | 2.10 | 2.10 | 0.0% | 12,000 | 12,000 | D |
| Gun Pit Road, Lingfield | | | | | | |
| 0-3 Hours | Free | Free | Free | | | |
| 3-4 Hours | 1.20 | 1.20 | 0.0% | | | |
| 4-5 Hours | 2.60 | 2.60 | 0.0% | | | |
| 5-6 Hours | 3.70 | 3.70 | 0.0% | | | |
| Long Term Permits p.a | 290.50 | 290.50 | 0.0% | | | |
| Town End, Caterham | | | | | | |
| 0-3 Hours | | | | | | |
| 3-4 Hours | 1.20 | 1.20 | 0.0% | | | |
| 4-5 Hours | 2.60 | 2.60 | 0.0% | | | |
| 5-6 Hours | 3.70 | 3.70 | 0.0% | | | |
| Long Term Permits p.a | 290.50 | 290.50 | 0.0% | | | |
| Whyteleafe Recreation Ground | | | | | | |
| Free stay limited to 3 hours | | | | | | |
| Long Term Permits p.a | 290.50 | 290.50 | 0.0% | | | |
| Warlingham Green & Manor Park, Whyteleafe | | | | | | |
| Free stay limited to 3 hours | Free | Free | 0.0% | | | |
| Infringements - District Wide (Statutory Charges as at 2018/19) | | | | | | |
| Penalty Notices (Fees set by Government) | | | | | | |
| If paid within 14 working days | | | | | | |
| General Parking (Fees set by Government) | | | |) |) | |
| If paid within 14 working days | | | |) |) | |
| No Permit (Fees set by Government) | | | |) |) | |
| If paid within 14 working days | | | |) |) | |
| Total Long Term Permits Budget information | | | | 33,600 | 33,600 | D |
| Penalty Charge Notices - Off Street | | | | 16,500 | 16,500 | D |
| Penalty Charge Notices - On Street | | | | 206,000 | 120,000 | S |
| Total Car Parking Income | | | | 439,100 | 314,100 | |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|--|---|--|--|------------------------------------|------------------------------------|--|
| Cemetery Fees | | | | | | |
| Interments | | | | | | |
| Additional space in a purchased grave | | | | | | |
| For one 183cm (6ft) | | | | | | |
| | Parishioner | 582.00 | 606.50 | 4.2% | | |
| | < 7 Year Parishioner | 1,165.00 | 1,214.00 | 4.2% | | |
| | Non Parishioner | 1,735.00 | 1,808.00 | 4.2% | | |
| For two 244cm (8ft) | | | | | | |
| | Parishioner | 663.00 | 691.00 | 4.2% | | |
| | < 7 Year Parishioner | 1,325.00 | 1,381.00 | 4.2% | | |
| | Non Parishioner | 1,990.00 | 2,074.00 | 4.2% | | |
| Interment of cremated remains in a previously purchased grave | | | | | | |
| | Parishioner | 163.00 | 170.00 | 4.3% | | |
| | < 7 Year Parishioner | 326.50 | 340.00 | 4.1% | | |
| | Non Parishioner | 490.00 | 511.00 | 4.3% | | |
| New Burial Plots | | | | | | |
| For two 244cm (8ft) | | | | | | |
| | | 1,990.00 | 2,074.00 | 4.2% | | |
| Cremated Remains | | | | | | |
| Purchase of plot for cremated remains (for 1,2, or 3 sets) Including the right to place a 30cm square memorial set flush to the ground and first inscription | | | | | | |
| | Parishioner | 326.50 | 340.50 | 4.3% | | |
| | < 7 Year Parishioner | 653.00 | 680.50 | 4.2% | | |
| | Non Parishioner | 985.00 | 1,026.00 | 4.2% | | |
| Interment of cremated remains | | | | | | |
| | Parishioner | 163.00 | 170.00 | 4.3% | | |
| | < 7 Year Parishioner | 326.50 | 340.00 | 4.1% | | |
| | Non Parishioner | 490.00 | 511.00 | 4.3% | | |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|---|---|--|--|--|--|---|
| Additional inscription on cremated plots | | | | | | |
| Parishioner | 41.00 | 42.75 | 4.3% | | | |
| < 7 Year Parishioner | 81.50 | 85.00 | 4.3% | | | |
| Non Parishioner | 122.50 | 127.50 | 4.1% | | | |
| The right to erect or place a Memorial on a purchased grave not exceeding 198X76X46cm (6'6L X 2'6W X18"H) with inscription | | | | | | |
| Parishioner | 240.00 | 250.00 | 4.2% | | | |
| < 7 Year Parishioner | 480.00 | 500.00 | 4.2% | | | |
| Non Parishioner | 715.00 | 745.00 | 4.2% | | | |
| extra for memorials exceeding 46cm (18") in height per 30cms (12") or part | | | | | | |
| Parishioner | 163.00 | 170.00 | 4.3% | | | |
| < 7 Year Parishioner | 326.50 | 340.00 | 4.1% | | | |
| Non Parishioner | 490.00 | 511.00 | 4.3% | | | |
| Each addition to the original memorial | | | | | | |
| Parishioner | 41.00 | 42.75 | 4.3% | | | |
| < 7 Year Parishioner | 81.50 | 85.00 | 4.3% | | | |
| Non Parishioner | 122.50 | 127.50 | 4.1% | | | |
| Scattering of Ashes in Garden of Remembrance | 66.50 | 69.25 | 4.1% | | | |
| Total Budgeted Income Cemetery | | | | 22,700 | 23,700 | D |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|--|---|--|--|--|--|---|
| Cesspool Charges | | | | | | |
| Up to 1000 gals | 120.50 | 125.50 | 4.1% | | | |
| 1000 to 2000 gals | 194.00 | 202.00 | 4.1% | | | |
| 2000 to 3000 gals | 276.00 | 288.00 | 4.3% | | | |
| 3000 to 4000 gals | 367.00 | 382.00 | 4.1% | | | |
| More than 4000 gals, charge per 1000 gals (or part there of) | 90.00 | 94.00 | 4.4% | | | |
| Pipe lays requiring over 12 pipes, charge per pipe | 4.60 | 4.80 | 4.3% | | | |
| Emergency Service - Normal Working Hours (within 2 days, subject to availability) | | | | | | |
| Up to 1000 gals | 188.50 | 196.50 | 4.2% | | | |
| 1000 to 2000 gals | 306.00 | 319.00 | 4.2% | | | |
| 2000 to 3000 gals | 449.00 | 468.00 | 4.2% | | | |
| Obstructed Access - Abort Charge | 71.50 | 74.50 | 4.2% | | | |
| Additional Operative Charge | 51.00 | 53.25 | 4.4% | | | |
| Charge per hour after first hour | 102.00 | 106.50 | 4.4% | | | |
| Total Budgeted Income Cesspool | | | | 257,000 | 257,000 | D |
| Allotment Rents per 250 sq.m | 80.50 | 84.00 | 4.3% | 10,000 | 10,000 | D |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|---|---|--|--|--|--|---|
| <u>Hackney Carriage Fees</u> | | | | | | |
| See note below. | | | | | | |
| Hackney Carriage Drivers Badge | 107.50 | 112.00 | 4.2% | | | |
| Hackney Vehicles | 374.00 | 390.00 | 4.3% | | | |
| Knowledge Test- Initial | 78.00 | 81.25 | 4.2% | | | |
| Knowledge Test- Subsequent Tests | 42.50 | 44.25 | 4.1% | | | |
| Missed appointments | 24.50 | 25.50 | 4.1% | | | |
| Private Hire Operators Licence 1-5 Vehicles | 146.00 | 152.00 | 4.1% | | | |
| Private Hire Operators Licence 6-15 Vehicles | 234.50 | 244.00 | 4.1% | | | |
| Private Hire Badge | 74.50 | 77.75 | 4.4% | | | |
| Private Hire Vehicles | 286.00 | 298.00 | 4.2% | | | |
| Change of vehicle during the plating year | 69.00 | 72.00 | 4.3% | | | |
| Replacement vehicle (motorcycle) plates | 20.50 | 21.50 | 4.9% | | | |
| Replacement driver's badge | 7.65 | 8.00 | 4.6% | | | |
| Vehicle ReTest Fee | 24.00 | 25.00 | 4.2% | | | |
| Total Budgeted Income Hackney Carriages | | | | 87,600 | 87,600 | D |
| <u>Fees set by Government (for information only)</u> | | | | | | |
| Authorised processes (Env Protection Act 1990) | | | | 7,300 | 7,300 | S |
| Lotteries - initial fee | | | | | | |
| Lotteries - subsequent annual fee | | | | | | |
| Alcohol and Entertainment (Licensing Act 2003) | | | | 78,900 | 78,900 | S |
| Amusements with Prizes (cash) | | | | | | |
| Gambling Act - Up to a Statutory Maximum | | | | 13,600 | 13,600 | D |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|--|---|--|--|--|--|---|
| Environmental Health | | | | | | |
| Street Trading (12 Months) | 791.00 | 824.00 | 4.2% | 30,800 | 30,800 | D |
| Street Trading (6 Months) | 445.00 | 464.00 | 4.3% | | | D |
| Animal Boarding Establishment | 300.00 | 313.00 | 4.3% | | | |
| Home Boarding | 288.00 | 300.00 | 4.2% | | | |
| Doggy day care | 288.00 | 300.00 | 4.2% | | | |
| Selling animals as pets | 300.00 | 313.00 | 4.3% | | | |
| Dog breeding | 300.00 | 313.00 | 4.3% | | | |
| Hiring out of horses | 300.00 | 313.00 | 4.3% | | | |
| Animals for exhibition | 300.00 | 313.00 | 4.3% | | | |
| Dangerous Wild Animals | 287.00 | 299.00 | 4.2% | | | |
| Breeding of Dogs Establishment | 184.00 | 192.00 | 4.3% | | | |
| Zoo Licences | 573.00 | 597.00 | 4.2% | | | |
| 1 Month Temporary Licence | 71.00 | 74.00 | 4.2% | | | |
| Dog Control Return Fee | 105.00 | 109.50 | 4.3% | 0 | 0 | D |
| Disconnection of Burglar/Car Alarms | 216.00 | 225.00 | 4.2% | 600 | 600 | D |
| Contaminated Land Search/Enquiry | | | | | | |
| Domestic Premises (per hour) | 59.00 | 61.50 | 4.2% | 0 | 0 | D |
| Commercial Premises (per hour) | 122.00 | 127.00 | 4.1% | 0 | 0 | |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|---|---|--|--|--|--|---|
| Scrap Metal Dealers Act | | | | 0 | 0 | D |
| Site licence renewal | 423.00 | 441.00 | 4.3% | | | |
| Site licence variation to collector licence | 182.00 | 190.00 | 4.4% | | | |
| Collector licence renewal | 302.00 | 315.00 | 4.3% | | | |
| Collector licence variation to site licence | 182.00 | 190.00 | 4.4% | | | |
| Change of name of licensee of site licence | 60.00 | 62.50 | 4.2% | | | |
| Change of identity of sites in the authority's area contained in the licence | 121.00 | 126.00 | 4.1% | | | |
| Change of site manager at each site | 121.00 | 126.00 | 4.1% | | | |
| Change of collector's name | 60.00 | 62.50 | 4.2% | | | |
| Copy of licence | 31.00 | 32.25 | 4.0% | | | |
| Electrolysis, Acupuncture & Tattooing | | | | | | |
| Persons | 154.00 | 160.50 | 4.2% | | | |
| Premises | 281.00 | 293.00 | 4.3% | 0 | 0 | D |
| Piercing / Temporary Tattoos | | | | | | |
| Persons | 154.00 | 160.50 | 4.2% | | | |
| Premises | 281.00 | 293.00 | 4.3% | | | |
| Sex Shop | 8,979.00 | 8,979.00 | 0.0% | | | |
| Total Budgeted Income Premises Licenses & other various Environmental Licenses | | | | 131,200 | 131,200 | |
| Queens Park Pavilion Charges | | | | | | |
| Badminton - per hour | 12.50 | 13.00 | 4.0% | | | |
| Other Indoor Sports - per hour | 23.00 | 24.00 | 4.3% | | | |
| 10 or more bookings | 19.50 | 20.25 | 3.8% | | | |
| Community Hire - per hour | 23.00 | 24.00 | 4.3% | | | |
| Weekend Hire - Non Profit Making Bodies 4 Hours | 179.00 | 186.50 | 4.2% | | | |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|--|---|--|--|--|--|---|
| Additional Charge per hour | 30.50 | 32.00 | 4.9% | | | |
| Community Hire - per hour | 23.00 | 24.00 | 4.3% | | | |
| Weekend Hire - Profit Making Bodies | | | | | | |
| 4 Hours | 357.00 | 372.00 | 4.2% | | | |
| Additional Charge per hour | 66.50 | 69.00 | 3.8% | | | |
| Tennis | Free | Free | 0.0% | | | |
| Tennis Court Hire for Training - per hour | 15.50 | 16.00 | 3.2% | | | |
| Outdoor Sports Charges | | | | | | |
| Football, Rugby & Cricket | | | | | | |
| Sports Pitch Bookings per game | 92.00 | 96.00 | 4.3% | | | |
| Football Training Sessions | 22.50 | 23.50 | 4.4% | | | |
| Senior | 92.00 | 96.00 | 4.3% | | | |
| Junior | 47.00 | 49.00 | 4.3% | | | |
| Mini - Football | 22.50 | 23.50 | 4.4% | | | |
| Training Session | 23.50 | 24.50 | 4.3% | | | |
| Total Budgeted Income Indoor & Outdoor Sports Facilities | | | | 28,600 | 28,600 | D |
| Sports Clubs Clubs and Associations Leases / Rentals | Various | Per Leases | Per Leases | 35,900 | 35,900 | D |
| Annual Licences - Utilising the Councils Parks & Open Spaces - licences commenced 1st January 2021 | | | | | | |
| Frequency up to an average of 4 sessions per week | | | | | | |
| 1 to 2 Clients - maximum 2 clients | 200.00 | 208.50 | 4.3% | | | |
| Small Class - maximum 10 clients | 340.00 | 354.00 | 4.1% | | | |
| Large Class - Maximum 20 clients | 650.00 | 677.00 | 4.2% | | | |
| Frequency up to an average of 5 or more sessions per week | | | | | | |
| 1 to 2 Clients - maximum 2 clients | 350.00 | 365.00 | 4.3% | | | |
| Small Class - maximum 10 clients | 510.00 | 531.00 | 4.1% | | | |
| Large Class - Maximum 20 clients | 975.00 | 1,016.00 | 4.2% | | | |
| Dog Walkers | 150.00 | 156.50 | 4.3% | | | |
| For Businesses requiring multiple licences the first licences shall be paid in full with a 20% discount applying to each subsequent licence thereafter | | | | 0 | 0 | D |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|--|---|--|--|--|--|---|
| Fairs & Circus Rental Westway Common | | | | | | |
| Charges per day when open | | | | | | |
| Monday & Tuesday | 408.00 | 425.00 | 4.2% |) |) | |
| Wednesday & Thursday | 459.00 | 478.00 | 4.1% |) |) | |
| Friday, Saturday & Sunday | 715.00 | 745.00 | 4.2% |) |) | |
| Charges per day when setting up / closing | 153.00 | 159.50 | 4.2% | 5,300 | 5,300 | D |
| Rent and Wayleaves | Various | Per Leases | Per Leases | 7,300 | 7,300 | D |
| Total Budgeted Income Sports, Clubs & Groups | | | | 77,100 | 77,100 | |
| Handyperson Charges | | | | | | |
| Benefit recipient (per hour) - General Fee | 22.50 | 23.50 | 4.4% | | | |
| Not on benefit (for first hour) - General Fee | 45.00 | 47.00 | 4.4% | | | |
| Not on benefit (for every 1/2 hour after first hour) - General Fee | 22.50 | 23.50 | 4.4% | | | |
| Benefit recipient (per hour) - Plumbing Fee | 26.00 | 27.00 | 3.8% | | | |
| Not on benefit (per hour) - Plumbing Fee | 50.00 | 52.25 | 4.5% | | | |
| Handyperson | | | | 24,100 | 11,100 | D |
| Materials | | | | 14,600 | 7,600 | D |
| Total Budgeted Income Handy person | | | | 38,700 | 18,700 | |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|--|---|--|--|------------------------------------|------------------------------------|--|
| Waste Charges : | | | | | | |
| Garden Waste Club | | | | | | |
| 1st Year Subscription (includes additional £10 for bin delivery) | 72.00 | 74.50 | 3.5% |) |) | D |
| 2nd Onwards Subscription | 62.00 | 64.50 | 4.0% | 881,545 | 945,545 | D |
| Bulky Waste Charges | | | | | | |
| No Subsidy | | | | | | |
| Number of Items | | | | | | |
| 1 | 39.00 | 41.00 | 5.1% |) |) | |
| 2 | 45.00 | 47.00 | 4.4% |) |) | |
| 3 | 51.00 | 53.00 | 3.9% |) |) | |
| 4 | 57.00 | 59.00 | 3.5% |) |) | |
| 5 | 63.00 | 66.00 | 4.8% |) |) | |
| Subsidy | | | | | | |
| Number of Items | | | | | | |
| 1 | 19.50 | 20.50 | 5.1% |) |) | |
| 2 | 22.50 | 23.50 | 4.4% |) |) | |
| 3 | 25.50 | 26.50 | 3.9% |) |) | |
| | | | | 130,600 | 91,600 | D |
| General Waste Bins resale | | | | | | |
| 140 litres | 30.00 | 31.25 | 4.2% | | | |
| 180 litres | 35.00 | 36.50 | 4.3% | | | |
| 240 litres | 40.00 | 41.75 | 4.4% | | | |
| 360 litres | 70.00 | 73.00 | 4.3% | 6,840.00 | 10,000 | D |

| Community Services - Fees & Charges | Gross Charges (incl VAT if applicable) Current Charges 2021-22 £ | Proposed Gross Charges (incl VAT if applicable) 2022-23 £ | Percentage Increase 2022/23 % | Budgeted Income 2021-22 £ | Proposed Budget 2022-23 £ | Statutory /Discretionary Service |
|---|---|--|--|--|--|---|
| Contaminated Waste - per receptacle (cost + admin charge) | | | | | | |
| Return or Additional collection at Council request: emptying of 2-wheeled bin on a Saturday | 63.39 | 66.50 | 4.9% |) |) | |
| Return or Additional collection at Council request: emptying of 4-wheeled bin on a Saturday | 45.49 | 47.50 | 4.4% |) |) | |
| Return or Additional collection at Council request: collection of up to 5 Council branded refuse sacks on a Saturday | 54.14 | 56.50 | 4.4% |) |) | |
| Return or Additional collection at Council request: emptying of caddy on a Saturday | 54.41 | 56.50 | 3.8% |) |) | |
| Return or Additional collection at Council request: emptying of Assisted Collection from a 2-wheeled bin on a Saturday | 69.32 | 72.50 | 4.6% |) |) | |
| Return or Additional collection at Council request: emptying of Assisted Collection from up to 5 Council branded refuse sacks on a Saturday | 59.04 | 61.50 | 4.2% |) |) | |
| Return or Additional collection at Council request: emptying of Assisted Collection from a caddy on a Saturday (2021/22 admin costs = £10.00 and 2022/23 admin cost =£10.50) | 59.34 | 61.50 | 3.6% | n/a | 2,000 | D |
| School Recycling Collection | | | | | | |
| Charge is £/week/bin collected (VAT =Outside Scope of VAT) | n/a | 11.00 | | n/a | 25,000 | D |
| Total Budgeted Income Waste | | | | 1,018,985 | 1,074,145 | |
| | | | | | | |
| Total Community Services - Fees & Charges | | | | 2,082,385 | 1,993,545 | |
| | | | | | | |