

Resource & Assets

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic) £	Incl VAT (if applic) £	
Accountancy and Procurement					
Charge for printed copies of the MTFP or Statement of Accounts		Full cost recovery	£19.40	£20.40	
Adult Social Services - Deputyship and Appointee					
Deputyship & Appointee WBC Fees/charges					
Management of client finances under Appointeeship where savings are UNDER £3,000 - Appointeeship clients over £3,000 are charged in line with Practice direction 19B	Annual		£129.30	£135.80	
Additional services after death - e.g. locating executors, arranging funerals					
Estates Winding up fee - Level 1 (Deputy & Appointeeship)	One off		£284.40	£298.60	
Estates Winding up fee - Level 2 (Deputy & Appointeeship)	One off		£349.10	£366.60	
Estates Winding up fee - Level 3 (Deputy & Appointeeship)	One off		£491.50	£516.10	
Additional services for clients with capacity e.g. arranging a will/funeral plan etc	One off		£62.64	£62.64	
SPONSORSHIP					
Banner Space Initial set-up + per annum			£496.20	POA	
Renewal			£347.30	POA	
Event sponsorship - negotiable at service managers discretion			Variable	Variable	
Event banner sponsorship			£248.10	POA	
Café Items- Cantley Park					
Café food and drink prices will be set at full cost recovery and in line with market rates offering diverse catering offerings for all dietary requirements			Variable	Variable	

Children's Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
YOUTH & COMMUNITY SERVICE:					
Wokingham Youth & Community Centre					
Commercial rates agreed on negotiation					
Small Hall	per hour		£17.60	£18.50	
Large Hall	per hour		£22.10	£23.20	
Kitchen	per hour		£16.20	£17.00	
Lounge	per hour		£20.00	£21.00	
Premises	per hour		£75.60	£79.40	
Purple room	per hour		£13.00	£13.70	
Teal room	per hour		£13.00	£13.70	
Woodley Airfield					
Commercial Hire:		Covers full costs			
Hall	per hour		£25.70	£27.00	
Lounge area and kitchen facilities	per session		£8.10	£8.50	
Community Hire:					
Hall	per hour		£21.50	£22.60	
Lounge area and kitchen facilities	per session		£8.10	£8.50	
Private Hire:					
Hall	per hour		£21.50	£22.60	
Storage facilities (for organisations storing equipment at Centre)	per month		£11.60	£12.20	
Use of car park for organisations who are not hiring the hall	per session		6.00	£6.30	
Home To School / College Transport	All changes in charges to come into effect from the start of the school year 1 September 2025				
Fee Payer Annual Charge	per pass	Full cost recovery	£950.00	£1,026.00	
Lost Pass replacement fee	per pass	Full cost recovery	£23.00	£24.00	
Disabled Children's Saturday Clubs					
Cost to other local authorities	per visit	Full cost recovery	£125.00	£131.00	
Administration fee to process a licence for a chaperone	per licence		£10.00	£10.00	
Administration fee to process a licence for a professional chaperone	per licence		£50.00	£75.00	DBS charge has increased
Respite Care:					
Bridges - Full Cost to other Local Authorities	Day		Full cost recovery	Full cost recovery	
Residential Care:					
Full Cost to other Local Authorities	Week		Full cost recovery	Full cost recovery	

Adult Social Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Home Care Service & Community Support Services					
Full cost recovery (means Tested) except where two carers required where only one will be charged (maximum charge to individual is the actual cost incurred by WBC)	Hour		Full cost recovery	Full cost recovery	
Second carer			Full cost recovery	Full cost recovery	
Older People					
Residential Care:					
WBC Homes for Older People					
Full Standard charge - residents - Suffolk Lodge	Week		Full cost recovery	Full cost recovery	
Full Cost to other local authorities - Suffolk Lodge	Week		Full cost recovery	Full cost recovery	
Nursing Care:					
WBC Homes for Older People					
Full Standard charge - residents - The Berkshire Nursing Home	Week		Full cost recovery	Full cost recovery	
Full Cost to other local authorities - The Berkshire Nursing Home	Week		Full cost recovery	Full cost recovery	
Independent Sector Homes for the Elderly					
Maximum charge to resident is the actual cost incurred by WBC			Full cost recovery	Full cost recovery	
Respite Care:					
Adults - charge to resident - WBC Homes					
WBC Home - Suffolk Lodge - Maximum charge subject to a financial assessment	Week		Full cost recovery	Full cost recovery	
WBC Home - The Berkshire Nursing Home - Maximum charge subject to a financial assessment	Week		Full cost recovery	Full cost recovery	
Adults - charge to resident - Independent Sector					
Maximum charge to resident is the actual cost incurred by WBC			Full cost recovery	Full cost recovery	
ADULTS AND MENTAL HEALTH:					
Day Care Service:					
Where a meal is received, flat rate charge	Day		Full cost recovery	Full cost recovery	
Two or more meals received, minimum charge	Day		Full cost recovery	Full cost recovery	
Day Care:					
Full cost to other local authorities	Day		Full cost recovery	Full cost recovery	
Self Funders:					
Care management for non-residential service – start of service			£207.80	£218.20	
Care management for non-residential service – following years			£119.20	£125.20	
Annual administration charge for non-residential services – start of service	Annual		£140.60	£147.60	
Annual administration charge for non-residential services –following years	Annual		£140.60	£147.60	
Deferred Payment Agreements (DPA):					
Setup charge excluding disbursements	Annual		£1,011.10	£1,061.70	
Setup charge including disbursements	Annual		£803.60	£843.80	
Annual Administration excluding disbursements	Annual		£349.70	£367.20	
Annual Administration including disbursements	Annual		£230.40	£241.90	

Adult Social Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic) £	Incl VAT (if applic) £	
Specialised Health Prevention Projects					
Steady Steps (based on 12 weeks)			£45.10	£47.40	
Steady Steps (based on 12 weeks) for non Wokingham borough residents			£90.30	£94.80	
Cardiac Rehab (10 Week block)			£45.10	£47.40	
LTHC Rehab Gym incl. phase 4 cancer rehab (based on 10 sessions)			£45.10	£47.40	
GP referral (based on 10 sessions)			£45.10	£47.40	
Steady Steps Drop In session Pay as you go			£4.50	£4.70	
Steady Steps Drop In session Pay as you go non Wokingham residents			£9.00	£9.50	
Mindful Health and Wellbeing - x10 coupon card			£45.10	£47.40	
Escape Pain (12 Week Block)			£48.10	£50.50	
Dementia Friendly Activities					
Dementia Class			£4.20	£4.40	
Dementia Class - x10 coupon card			£41.40	£43.50	
Ageing Actively			£4.20	£4.40	
Ageing Actively - x10 coupon card			£41.40	£43.50	
Dementia Class - Non-Residents			£5.40	£5.70	
Ageing Actively - Non-Residents			£5.40	£5.70	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.07.25	Notes
			Incl VAT (if applic) £	Incl VAT (if applic) £	
Off Street Parking - highways & transport					
Wokingham Town Centre - maximum stay can vary depending on car park. Season tickets are limited to some carparks					
Parking charge - up to 1 hour	per session		£1.40	£1.50	
Parking charge - up to 2 hour	per session		£2.60	£2.70	
Parking charge - up to 4 hour	per session		£4.50	£4.70	
Parking charge - up to 6 hour	per session		£6.50	£6.80	
Parking charge - over 6 hrs (6am to 10pm)	per session		£7.00	£7.40	
Market extended day parking (Market Permit holder)	per session		£6.50	£6.80	
Evening parking Charge (6pm to 10pm)	per session		£1.00	£1.10	
Resident permits overnight 3 months	per permit		£44.00	£46.20	
Resident permits overnight 6 months	per permit		£83.00	£87.20	
Resident permits overnight 12 months	per permit		£161.00	£169.10	
Market Trader permit	per permit		£35.00	£36.80	
Season Ticket holder 1 month	per season ticket		£84.00	£88.20	
Season Ticket holder 3 months	per season ticket		£242.00	£254.10	
Season Ticket holder 6 months	per season ticket		£478.00	£501.90	
Season Ticket holder 12 months	per season ticket		£950.00	£997.50	
Season ticket 100 day	per season ticket			£450.00	New season ticket option
Woodley Town Centre - maximum stay can vary depending on car park					
Parking charge - up to 1 hour	per session		£1.10	£1.20	
Parking charge - up to 2 hour	per session		£2.10	£2.20	
Parking charge - up to 4 hour	per session		£4.00	£4.20	
Parking charge - up to 6 hour	per session		£6.00	£6.30	
Parking charge - over 6 hrs (6am to 10pm)	per session		£7.00	£7.40	
Market extended day parking (Market Permit holder)	per session		£6.50	£6.80	
Evening parking Charge (6pm to 10pm)	per session		£1.00	£1.10	
Resident permits overnight 3 months	per permit		£44.00	£46.20	
Resident permits overnight 6 months	per permit		£83.00	£87.20	
Resident permits overnight 12 months	per permit		£161.00	£169.10	
Market Trader permit	per permit		£35.00	£36.80	
Season Ticket holder 1 month	per season ticket		£84.00	£88.20	
Season Ticket holder 3 months	per season ticket		£242.00	£254.10	
Season Ticket holder 6 months	per season ticket		£478.00	£501.90	
Season Ticket holder 12 months	per season ticket		£950.00	£997.50	
Season ticket 100 day	per season ticket			£450.00	New season ticket option
Other Town Car Parks - Station Road Early, Polehampton Close Twyford, School Lane Wargrave					
Parking charge - up to 1 hour	per session		£1.10	£1.20	
Parking charge - up to 2 hour	per session		£2.10	£2.20	
Parking charge - up to 4 hour	per session		£4.00	£4.20	
Parking charge - up to 6 hour	per session		£6.00	£6.30	
Parking charge - over 6 hrs (6am to 10pm)	per session		£7.50	£7.90	
Evening parking Charge (6pm to 10pm)	per session		£1.00	£1.10	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.07.25	Notes
			Incl VAT (if applic) £	Incl VAT (if applic) £	
Resident parking 3 months School Lane car park only	per permit		£40.00	£42.00	
Resident parking 6 months School lane car park only	per permit		£70.00	£73.50	
Resident permits overnight 3 months	per permit		£44.00	£46.20	
Resident permits overnight 6 months	per permit		£83.00	£87.20	
Resident permits overnight 12 months	per permit		£161.00	£169.10	
Season Ticket holder 1 month	per season ticket		£84.00	£88.20	
Season Ticket holder 3 months	per season ticket		£242.00	£254.10	
Season Ticket holder 6 months	per season ticket		£478.00	£501.90	
Season Ticket holder 12 months	per season ticket		£950.00	£997.50	
Season ticket 100 day	per season ticket			£450.00	New season ticket option
Park and Ride - Coppied Beech Monday to Sunday including Bank Holidays					
Parking charge - up to 4 hour	per session		£1.50	£1.50	
Parking charge - over 4 hours	per session		£3.00	£3.00	
Evening parking Charge (6pm to 10pm)	per session		£1.00	£1.00	
Resident permits overnight 3 months	per permit		£44.00	£46.20	
Resident permits overnight 6 months	per permit		£83.00	£87.20	
Resident permits overnight 12 months	per permit		£161.00	£169.10	
Season Ticket holder 1 month	per season ticket		£84.00	£88.20	
Season Ticket holder 3 months	per season ticket		£242.00	£254.10	
Season Ticket holder 6 months	per season ticket		£478.00	£501.90	
Season Ticket holder 12 months	per season ticket		£950.00	£997.50	
Season ticket 100 day	per season ticket			£450.00	New season ticket option
Parking Charge Corporate up to 40 vehicles per day	per business		£36,000.00	£36,000.00	
Parking Charge Corporate up to 50 vehicles per day	per business		£45,000.00	£45,000.00	
Parking Charge Corporate up to 60 vehicles per day	per business		£54,000.00	£54,000.00	
Park and Ride - Thames Valley Park Monday to Sunday including Bank Holidays					
Parking charge - up to 1 hour	per session		£1.00	£1.00	
Parking charge - up to 2 hours	per session		£2.00	£2.00	
Parking charge - up to 3 hours	per session		£3.00	£3.00	
Parking charge - over 3 hours and up to 24hrs	per session		£4.00	£4.00	
Evening parking Charge (6pm to 10pm)	per session		£1.00	£1.00	
Resident permits overnight 3 months	per permit		£44.00	£46.20	
Resident permits overnight 6 months	per permit		£83.00	£87.20	
Resident permits overnight 12 months	per permit		£161.00	£169.10	
Parking charge - 2 days			£40.00	£40.00	
Parking charge - 3 days			£60.00	£60.00	
Parking charge - 4 days			£80.00	£80.00	
Parking charge - 5 days			£100.00	£100.00	
Season Ticket holder 1 month	per season ticket		£84.00	£88.20	
Season Ticket holder 3 months	per season ticket		£242.00	£254.10	
Season Ticket holder 6 months	per season ticket		£478.00	£501.90	
Season Ticket holder 12 months	per season ticket		£950.00	£997.50	
Parking Charge Corporate up to 40 vehicles per day	per business		£36,000.00	£36,000.00	
Parking Charge Corporate up to 50 vehicles per day	per business		£45,000.00	£45,000.00	
Parking Charge Corporate up to 60 vehicles per day	per business		£54,000.00	£54,000.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.07.25	Notes
			Incl VAT (if applic) £	Incl VAT (if applic) £	
Park and Ride - Winnersh Park and Ride Monday to Sunday including Bank Holidays					
Daytime (Monday - Sunday) up to 10 hours	per session		£4.00	£4.00	
Day time and Overnight (Monday to Sunday)	per session		£5.00	£5.00	
Park and Ride Bus User (Daytime (Monday - Sunday) up to 10 hours)	per session		£1.00	£1.00	
Evening parking Charge (6pm to 10pm)	per session		£1.00	£1.00	
Resident permits overnight 3 months	per permit		£44.00	£46.20	
Resident permits overnight 6 months	per permit		£83.00	£87.20	
Resident permits overnight 12 months	per permit		£161.00	£169.10	
Season Ticket holder 1 month	per season ticket		£84.00	£88.20	
Season Ticket holder 3 months	per season ticket		£242.00	£254.10	
Season Ticket holder 6 months	per season ticket		£478.00	£501.90	
Season Ticket holder 12 months	per season ticket		£950.00	£997.50	
Parking Charge Corporate up to 40 vehicles per day	per business		£36,000.00	£36,000.00	
Parking Charge Corporate up to 50 vehicles per day	per business		£45,000.00	£45,000.00	
Parking Charge Corporate up to 60 vehicles per day	per business		£54,000.00	£54,000.00	
Civil Parking Enforcement					
Daily parking dispensations			£8.00	£8.50	
Weekly Parking dispensations			£53.00	£59.50	
Carnival Pool					
Parking charge - up to 1 hour	per session		£1.40	£1.50	
Parking charge - up to 2 hour	per session		£2.60	£2.70	
Parking charge - up to 4 hour	per session		£4.50	£4.70	
Parking charge - up to 6 hour	per session		£6.50	£6.80	
Parking charge - over 6 hrs (6am to 10pm)	per session		£7.00	£7.40	
Market extended day parking (Market Permit holder)	per session		£6.50	£6.80	
Evening parking Charge (6pm to 10pm)	per session		£1.00	£1.10	
Resident permits overnight 3 months	per permit		£44.00	£46.20	
Resident permits overnight 6 months	per permit		£83.00	£87.20	
Resident permits overnight 12 months	per permit		£161.00	£169.10	
Season Ticket holder 1 month	per season ticket		£84.00	£88.20	
Season Ticket holder 3 months	per season ticket		£242.00	£254.10	
Season Ticket holder 6 months	per season ticket		£478.00	£501.90	
Season Ticket holder 12 months	per season ticket		£950.00	£997.50	
Resident permits On street parking zones	per permit		£33.00	£40.00	
Carer Permits	per permit		£5.00	£5.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Concessionary Travel					
Replacement of lost National Bus Pass		Full Cost Plus	£13.50	£14.50	
Community Transport					
Community Transport Safeguarding Course		Cost recovery	£65.00	£65.00	
Building Control					
Building Control Solutions					
Research, retrieval and copy charge per property for Building Regulation Decision Notice(s) and/or Completion Certificate(s) intended for commercial re-use					
To professionals for commercial purposes or owners/buyers			£38.00	£40.00	
48 hour response			£76.00	£80.00	
Research and response to enquiry per property where no documentation is supplied			£38.00	£40.00	
Re-Activation of Archived Applications (Applications are archived following a period of one year since the last inspection of work undertaken)					
Archived Application where Site Inspection is required to be undertaken before a completion certificate can be issued			£206.00	£216.00	
Archived Application where only additional information required (no site inspection) before a completion certificate can be issued			£103.00	£108.00	
Provide pre-application advice (first hour free of charge)			£103.00	£108.00	
Subsequent Building Regulation Charges may be reduced accordingly to reflect this advice.					
Information Update/Changes					
Registering a change of Client/Applicant/Lead Designer or Main Contractor in connection with a valid Building Regulations application with no revision to the approved scheme			£50.00	£53.00	
Dangerous Structures					
Call out to dangerous structures - Monday to Friday 08.30 to 17:00.			£103.00	£108.00	
Additional hours outside of standards hours from 17:00 to 08.30 Monday to Friday.			£154.50	£163.00	
Any costs from contractors engaged to assist the building control team will be recharged at cost					
Building Safety Regulator					
Support to the Building Safety Regulator in the performance of its relevant functions under the Building Safety Act 2022			£65.56	£69.00	
Research, retrieval and examination of Building Regulation record					
To professionals for commercial purposes			£38.00	£40.00	
Letter confirming exemption			£50.00	£53.00	
Letter confirming enforcement action will not be taken			£50.00	£53.00	
Pre-application site inspections to discuss possible work e.g. view trial holes. Payment is required in advance			£103.00	£108.00	
Submission of a Demolition Application			£292.00	£307.00	
Refunds					
Administrative charge for the cancellation of application within 24 hours of submission			£95.00	£103.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Building Regulations Application charges					
Application Type					
Applications: Plan charge					
Erection or extension of a detached or attached building which consists only of a garage or carport or both having a floor area not exceeding 60m2 in total and intended to be used in exempt building.			£341.00	£388.00	
Conversion of a domestic garage to habitable accommodation			£341.00	£359.00	
Any extension or loft conversion of a dwelling the total floor area of which does not exceed 10m2.			£341.00	£359.00	
Any extension or loft conversion of a dwelling the total floor area of which exceeds 10m2, but does not exceed 40m2			£341.00	£388.00	
Any extension or loft conversion of a dwelling the total floor area of which exceeds 40m2, but does not exceed 100m2			£341.00	£410.00	
Applications: Inspection Charge					
Erection or extension of a detached or attached building which consists only of a garage or carport or both having a floor area not exceeding 60m2 in total and intended to be used in exempt building.			£175.00	£199.00	
Conversion of a domestic garage to habitable accommodation			£190.00	£201.00	
Any extension or loft conversion of a dwelling the total floor area of which does not exceed 10m2.			£365.00	£383.00	
Any extension or loft conversion of a dwelling the total floor area of which exceeds 10m2, but does not exceed 40m2			£530.00	£603.00	
Any extension or loft conversion of a dwelling the total floor area of which exceeds 40m2, but does not exceed 100m2			£743.00	£893.00	
Applications: Building Notice					
Erection or extension of a detached or attached building which consists only of a garage or carport or both having a floor area not exceeding 60m2 in total and intended to be used in exempt building.			£543.00	£609.00	
Conversion of a domestic garage to habitable accommodation			£545.00	£622.00	
Any extension or loft conversion of a dwelling the total floor area of which does not exceed 10m2.			£777.00	£817.00	
Any extension or loft conversion of a dwelling the total floor area of which exceeds 10m2, but does not exceed 40m2			£959.00	£1,050.00	
Any extension or loft conversion of a dwelling the total floor area of which exceeds 40m2, but does not exceed 100m2			£1,244.00	£1,370.00	
Window replacements (non competent persons scheme) on a single dwelling			£237.00	£300.00	
Building Regulations Application charges					
Application Type:					
Applications: Plan charge					
< 5000m2			£243.00	£292.00	
> 5000m2 but < 10000m2			£243.00	£292.00	
> 10000m2 but < 20000m2			£243.00	£292.00	
> 20000m2 but < 30000m2			£329.00	£350.00	
> 30000m2 but < 40000m2			£390.00	£421.00	
> 40000m2 but < 50000m2			£462.00	£486.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Applications: Inspection charge					
< 5000m2			£129.00	£156.00	
> 5000m2 but < 10000m2			£248.00	£299.00	
> 10000m2 but < 20000m2			£370.00	£445.00	
> 20000m2 but < 30000m2			£490.00	£520.00	
> 30000m2 but < 40000m2			£571.00	£618.00	
> 40000m2 but < 50000m2			£733.00	£771.00	
Applications: Building notice					
< 5000m2			£410.00	£493.00	
> 5000m2 but < 10000m2			£542.00	£652.00	
> 10000m2 but < 20000m2			£750.00	£901.00	
> 20000m2 but < 30000m2			£900.00	£955.00	
> 30000m2 but < 40000m2			£1,058.00	£1,144.00	
> 40000m2 but < 50000m2			£1,303.00	£1,368.00	
Charges Relating to New Houses and Flats up to Three Storeys High and Not Exceeding 500m2					
Full Plans charge					
New-dwellings 1 unit			£512.00	£553.00	
New-dwellings 2 units			£634.00	£745.00	
>2 units contact BC solutions					
Full Plans Inspection charge					
New-dwellings 1 unit			£718.00	£777.00	
New-dwellings 2 units			£927.00	£1,089.00	
>2 units contact BC solutions					
Building notice charge					
New-dwellings 1 unit			£1,439.00	£1,511.00	
New-dwellings 2 units			£1,814.00	£1,977.00	
>2 units contact BC solutions					
Charges relating to work for electrical or heating work not carried out by an electrician/gas engineer registered under a Competent Persons Scheme					
Building Notice charge for electrical works only			£534.00	£562.00	
Additional cost to a Building Notice or Full Plans application			£493.00	£519.00	
Charges relating to renovation of thermal element Fixed price for works not exceeding £2000.00 in value					
Building Notice charge			£182.00	£193.00	
Domestic work involving the installation of solar panels/wind turbines (where controlled by Building Regulations)					
Building Notice charge for electrical works only			£213.00	£225.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Planning					
Application Fees					
Planning Application fee levels are set nationally and individual local planning authorities have no powers to vary them. The anticipated income is based on current fee levels.					
Pre-application Charges:					
Application Type:					
House Holder			£220.00	£231.00	
Non-householder ≤40 sq m floorspace			£257.80	£270.70	
Non-householder 41-100 sq m floorspace			£644.70	£676.90	
Non-householder 101-200 sq m floorspace			£1,289.20	£1,353.70	
Non-householder 201-500 sq m floorspace			£1,546.30	£1,623.60	
Non-householder 501-1000 sq m floorspace			£1,933.80	£2,030.50	
Non-householder 1001– 2000 sq m floorspace			£2,690.50	£2,825.00	
Non-householder 2001– 5000 sq m floorspace			£3,363.10	£3,531.30	
Non-householder 5001 to 10000 sq m floorspace			£13,452.20	£14,124.80	
Non-householder 10001 to 15000 sq m floorspace			£25,000.00	£26,250.00	
Non-householder >15001 sq m floorspace			£39,000.00	£40,950.00	
Non-householder where no new floorspace proposed based on site area					
≤ 1 Ha			£403.50	£423.70	
1.01 - 3 Ha			£2,690.50	£2,825.00	
3.01 - 5 Ha			£6,726.20	£7,062.50	
5.01 - 10 Ha			£13,452.50	£14,125.10	
10.01 - 15ha			£25,000.00	£26,250.00	
15.01ha and above			£39,000.00	£40,950.00	
New-dwellings cost per dwelling			£400.00	£420.00	
Discharge of conditions			£500.00	£525.00	
Planning - Other Charges:					
Fee for an application to modify a S106 agreement - minimum charge			£2,500.00	£2,625.00	
Fee for an application to modify a S106 agreement - maximum charge			£5,000.00	£5,250.00	
Planning site research, examination and retrieval of data		Full cost recovery	£32.40	£34.00	
Planning Performance Agreements (PPA's)		Full cost recovery	POA	POA	
Planning Application Viability Assessment		Full cost recovery	POA	POA	
Invalid planning application technical check charge - Householders		Partial Cost Recovery		£50.00	Retain part of planning application fee paid on submission
Invalid planning application technical check charge - Other Applications		Partial Cost Recovery		£100.00	Retain part of planning application fee paid on submission
Invalid planning application technical check charge - Major Applications		Partial Cost Recovery		£200.00	Retain part of planning application fee paid on submission
Infrastructure Delivery & Projects					
Responding to Solicitor S106/CIL enquiries			£108.00	£113.40	
S106 monitoring fees			£512.00	£538.00	
Planning - Legal Fees					
S106 agreement/unilateral undertaking (for Minor Developments and for agreements with only SANG/SAMM)	Once minimum charge exceeded hourly rate (depending on lawyer instructed) to be applied thereafter		Minimum Charge £1,500.00	£1,575.00	The fees shown are fees charged by Lawyers in Legal Services/SDL Solicitor working on s106 agreements/ unilateral undertakings/ deed of variation to cover Legal costs incurred by the Council. The fees are payable by developers/ applicants and we request the same when instructed to undertake work by the Local Planning Authority.
S106 agreement/ unilateral undertaking (for Major Developments)			Minimum Charge £2,050.00	£2,150.00	
S106 agreement - deed of variation			£825 minimum	£866.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Countryside Services					
Car Parking @ California Country Parks and Dinton Pastures					
Coach Parking per day		Full cost	£25.00	£25.00	
Charge per Visit -per hour			£2.30	£2.40	
Charge per Visit - over 4 hours			£9.20	£9.60	
Annual Season Ticket - 6 month			£125.00	£130.00	
Annual Season Ticket - 12 month			£230.00	£240.00	
Annual Season Ticket - 6 month concessionary			£85.00	£90.00	
Annual Season Ticket - 12 month concessionary			£165.00	£170.00	
Out of hours car park unlocking			£115.00	£120.00	
Mobility Scooter Joining Fee - admin charge			£23.00	£24.00	
Angling					
Fishing Syndicates					
White Swan Lake		Full cost plus	£896.40	£1,000.00	
White Swan winter			£300.00	£340.00	
Black Swan Lake			£896.40	£1,150.00	
River Loddon			£150.00	£150.00	
Longmoor Lake			£280.00	£300.00	
Gold Ticket			£1,700.00	£1,900.00	
Twyford Reserve			£432.00	£475.00	
Guest ticket			£30.00	£30.00	
Day season tickets full			£101.00	£110.00	
Day season discount		Concession	£70.20	£75.00	
Waiting list deposit non refundable , taken off first year membership		Full cost plus	£20.00	£20.00	
Day ticket per rod			£7.00	£7.00	
Angling membership administration fee			£20.00	£21.00	
CALIFORNIA COUNTRY PARK					
Paddling Pool		Full cost	£3.10	£3.30	
Paddling Pool, Pool side ticket			£1.30	£1.40	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Community, Heritage & Green and Blue Infrastructure					
High Hedges Legislation			£1,123.80	£1,348.56	
Request for Advice Arboriculture (excluding planning queries and statutory functions) - p/hour				£90.00	New
Request for Advice Heritage (excluding planning queries and statutory functions) - p/hour				£90.00	New
Request for Advice Ecology (excluding planning queries and statutory functions) - p/hour				£90.00	New
Public Rights of Way					
Processing statutory Declarations		Cost	£687.70	£722.10	
Statutory Declarations - processing of subsequent declarations		Cost	£65.80	£69.10	
Extinguishment and Diversion Orders of Public Rights of Way under Section 118 and 119 Highways Act 1980		Full cost plus	POA	POA	
Extinguishment and Diversion Orders of Public Rights of Way under Section 257 Town and Country Planning Act 1990		Full cost plus	POA	POA	
Enforcement action under Section 143 Highways Act 1980 and Schedule 12A Rights of Way Act 1990		Full cost plus	POA	POA	
Temporary Traffic Regulation Order		Full cost plus	£3,056.40	£3,210.00	
Provision of Definitive Map extract		Full cost plus	£123.70	£129.90	
Site inspection (where not part of statutory function) - up to 2 hours		Full cost plus		£240.00	New
Site inspection (where not part of statutory function) - subsequent hours		Full cost plus		£90.00	New
Research into archives (where not part of statutory function) - first 2 hours		Full cost plus		£200.00	New
Research into archives (where not part of statutory function) - subsequent hours		Full cost plus		£90.00	New
Drainage					
Ordinary Watercourse consent			£150.00	£157.50	
Highways					
Licence to Plant in the Highway		Recovery of costs (Ref Highways Act S.142)	£403.00	£423.00	
Planters Licence		Recovery of costs (Ref Highways Act S.142)	£403.00	£423.00	
Street Light Column Relocation - Admin Charge. (Recovery officers time and works cost is additional to this)			£64.40	£67.60	
Licence to fit third party attachments to street lighting columns or similar Highways equipment/structures - Licence valid for one year - renewal required annually		Recovery of costs	£51.10	£53.70	
Rechargeable works on the highway including accident damage - charges depend on actual value of the works and costs associated with reinstatement		Full cost plus administrative, legal and insurance	Variable	Variable	
Technical Approval of Highways Structures					
Cat 0		To recover service costs	£1,072.00	£1,125.60	
Cat 1			£1,206.00	£1,266.30	
Cat 2			£2,077.00	£2,180.90	
Cat 3			POA	POA	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Streetworks - Permit Scheme		Permit fees cannot be amended without formal consultation			
Provisional Advance Authorisation All 0,1,2, streets and Traffic Sensitive (at any time) 3 & 4 streets		To recover service costs	£105.00	£105.00	
Provisional Advance Authorisation 3 and 4/Non Traffic Sensitive streets		To recover service costs	£75.00	£75.00	
Major Activity over 10 days or Traffic Regulation Order required All 0,1,2, streets and Traffic Sensitive (at any time) 3 & 4 streets		To recover service costs	£250.00	£240.00	
Major Activity over 10 days or Traffic Regulation Order required (3 and 4/Non Traffic Sensitive streets)		To recover service costs	£150.00	£150.00	
Permit Variation (All 0,1,2, streets and Traffic Sensitive (at any time) 3 & 4 streets)		To recover service costs	£45.00	£45.00	
Permit Variation ((3 and 4/Non Traffic Sensitive streets)		To recover service costs	£35.00	£35.00	
Major Activity (4-10 days) (All 0,1,2, streets and Traffic Sensitive (at any time) 3 & 4 streets)		To recover service costs	£130.00	£130.00	
Major Activity (4-10 days) (3 and 4/Non Traffic Sensitive streets)		To recover service costs	£75.00	£75.00	
Major Activity (up to 3 days) (All 0,1,2, streets and Traffic Sensitive (at any time) 3 & 4 streets)		To recover service costs	£65.00	£65.00	
Major Activity (up to 3 days) 3 and 4/Non Traffic Sensitive streets		To recover service costs	£45.00	£45.00	
Standard Activity (All 0,1,2, streets and Traffic Sensitive (at any time) 3 & 4 streets)		To recover service costs	£130.00	£130.00	
Standard Activity (3 and 4/Non Traffic Sensitive streets)		To recover service costs	£75.00	£75.00	
Minor Activity (All 0,1,2, streets and Traffic Sensitive (at any time) 3 & 4 streets)		To recover service costs	£65.00	£65.00	
Minor Activity (3 and 4/Non Traffic Sensitive streets)		To recover service costs	£45.00	£45.00	
Immediate Activity (All 0,1,2, streets and Traffic Sensitive (at any time) 3 & 4 streets)		To recover service costs	£60.00	£60.00	
Immediate Activity 3 and 4/Non Traffic Sensitive streets		To recover service costs	£40.00	£40.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Streetworks - Licences					
Section 171 License to work on the public highway		To recover service costs	£563.00	£591.20	
Section 50 License to install apparatus in the highway		Full cost plus	£563.00	£591.20	License may require legal costs
NRSA s171 - Tree Works		To recover service costs	£71.60	£75.20	
s50 License		To recover service costs	£563.00	£591.20	
Skip Licence (max 2 weeks)		Recovery of costs (Ref Highways Act S.139)	£70.20	£73.70	
Skip Licence (additional fee per week beyond original 2 weeks)		Recovery of costs (Ref Highways Act S.139)	£48.60	£51.00	
Crane Oversail License		Cost Plus	£162.00	£170.10	Fee plus cost arising from legal services
Scaffold licence		Cost recovery & contribution towards income generation	£238.00	£250.00	
Scaffold licence extension		Cost recovery & contribution towards income generation	£148.00	£155.00	
Streetworks - Traffic Orders					
Temporary Order		Full cost plus	£3,056.00	£3,209.00	
Temporary Notice		Full cost plus	£540.00	£567.00	
Special Events		Subsidised	£1,524.40	£1,600.60	
Street Parties (on Non through roads)		Subsidised	£100.00	£100.00	subsidised
Street Parties - Provision of traffic signs (on Non through roads)		Full cost plus	£100.00	POA	£100 (as above) plus cost of provision of signs
Traffic Management					
Tourist Signing - formal application		Full cost recovery	£215.60	£226.40	
Tourist Signs - actual cost + admin		Full cost recovery	£316.10	£331.90	
Supervision of erection of signs		Full cost recovery	£144.60	£151.80	
Traffic Signal Switch off/on (08:00 - 16:30). Monday to Friday		Full cost plus	£623.70	£700.00	
Per additional hour (or part of hour) (08:00 - 16:30) Monday to Friday	1	Full cost plus	£100.00	£105.00	
Per additional hour (or part of hour) (beyond 16:30) Monday to Friday	1	Full cost plus	£125.00	£125.00	
Traffic Signal Switch off/on (16:31 - 07:59) or Saturday/Sunday	1	Full cost plus	POA	POA	
Temporary Developer Signs - Application 1-5 Signs		Full cost recovery	£215.50	£226.30	
Temporary Developer Signs - Application 6+ Signs		Full cost recovery	£486.00	£510.30	
Accident data requests:					
Accident data requests (1 - 20 units)		Full cost recovery	£209.80	£220.30	
Accident data requests (21 - 40 units)		Full cost recovery	£266.50	£279.80	
Accident data requests (41 - 80 units)		Full cost recovery	£374.20	£392.90	
Accident data requests (81 or more units)		Full cost recovery	POA	POA	
Permanent Traffic Regulation Orders		Full cost recovery	£6,112.70	£6,418.30	
Traffic data request-Automated Traffic Counter Site / Junction Count Data		Full cost plus	£194.50	£204.20	
Licence to undertake traffic surveys on highway per site		Full cost recovery	£56.70	£59.50	Discount to be offered if WBC get copy of data generated
Learn to Ride (per person)		Full cost recovery	£10.00	£10.00	
Adult cycle training		Full cost recovery	£11.00	£11.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Highways Information & Traffic Scheme Information					
Highways information - ordnance survey extract		Demand Driven	£130.00	£137.00	
Each additional query		Demand Driven	£35.00	£37.00	
Traffic Scheme Information		Demand Driven	£122.50	£128.60	
Access to Wokingham Transportation Model (by negotiation @ Commercial rates)			POA	POA	
Travel Planning / My Journey					
Developer contribution to My Journey (per dwelling)		Full cost	£612.00	£643.00	
Travel Plan monitoring fee (Residential and Workplace)		Full cost	POA	POA	
Highway Development					
Combined S38/S278 works agreement - 10% of works value & a deposit of 2% or £20k whichever is the greater will be required on commissioning of WBCs services		Demand Driven	POA	POA	
S38 adoption of highways - 10% of works value. A deposit of 2% or £20k whichever is the greater will be required on commissioning of WBCs services			POA	POA	
S278 works to existing highways - 10% of works value. Deposit of 2% or £20k whichever is the greater will be required on commissioning of WBCs services			POA	POA	
S38 adoption of highways where S38 agreement is completed prior to commencement of works onsite - 8% of works value. A deposit of 2% or £20k whichever is the greater will be required on commissioning of WBCs services			POA	POA	
If works associated with a S38 Agreement have not been completed within 2 years from the works start date, then an additional fee of 4.25% of the cost of the works value will be levied to cover the ongoing inspection and administration.			POA	POA	
Minor works agreement - works to existing highways.			£3,811.10	£4,000.00	
Fees for works starting on development site in advance of a S38 agreement being completed			£11,959.30	POA	
Fees per additional S38/S278 technical review of drawings following review of developer's initial two S38/S278 technical submissions			£239.10	POA	
Fees per site visit should WBC engineers visit the site to carry out inspections and are not able to do so through no fault of their own			£119.70	POA	
Fee for separate specialist approval of new traffic signals junction			POA	POA	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Commuted Sums (payable prior to issue final certificate):					
Highway Structures (per structure)		Demand Driven	POA	POA	
Structural & Non Structural Retaining Walls			POA	POA	
Structural or Non Structural Noise Reducing Fences			POA	POA	
Vehicle Road Restraint Systems			POA	POA	
Soakaways (per soakaway)			POA	POA	
Catchpit (per Catchpit) (30 years)			POA	POA	
Road Gully (per Gully)			POA	POA	
Petrol Interceptors (per interceptor) (30 years)			POA	POA	
Linear Drainage Systems, Carrier Drains, Headwalls & Storm Water Grills			POA	POA	
Balancing Pond (per item)			POA	POA	
Carriageway (per m2)			POA	POA	
Anti Skid (per m2)			POA	POA	
Footway (per m2)			POA	POA	
Verge (per m2)			POA	POA	
Landscaped area within or adjacent highways (per m2)			POA	POA	
Trees within or adjacent highways (per tree)			POA	POA	
Traffic Signal Junction			POA	POA	
Pedestrian Crossing (Pelican/Toucan)			POA	POA	
Zebra Crossing			POA	POA	
Street Lighting			POA	POA	
Illuminated Road Signs/Traffic Bollards			POA	POA	
Non Illuminated Traffic Bollards			POA	POA	
Traffic Calming (per item)			POA	POA	
Bus Shelters with Real Time Information			POA	POA	
Highways - Legal Fees					
Legal Fees for S278/s38 Agreements		Once minimum charge exceeded hourly rate (depending on lawyer instructed) to be applied thereafter	£3,300.00	POA	
Domestic Vehicular Crossovers (formerly Footway Crossings):					
Application fee (includes highway site safety assessment)		Recovery of Administration costs (recovery of works cost is additional to this)	£209.80	£220.30	
Domestic Vehicular Crossing - Standard Width		Full Cost Recovery	POA	POA	
Charge for licensing tables and chairs on public highway (Highways Act 1980) - does not include legal fees, calculated case by case		Demand Driven	£663.00	£696	
Charge for licensing tables and chairs on public highway (Business and Planning Act 2020)		Demand Driven	£100	£500 - new application £350 - renewal of application	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Professional Services					
Programme Manager		Full cost plus	£73.00	£77.00	
Project Manager Design		Full cost plus	£54.00	£57.00	
Site Project Manager Days		Full cost plus	£54.00	£57.00	
Project Manager Night		Full cost plus	£81.00	£85.00	
Senior Civil Engineer		Full cost plus	£49.00	£51.00	
Graduate Engineer		Full cost plus	£42.00	£44.00	
Civil Engineer Apprentice		Full cost plus	£27.00	£28.00	
Waste					
Green Waste 240L (12-month existing subscriber)		Full cost	£86.00	£90.00	
Green Waste 75L Compostable Sacks		Full cost	£1.30	£1.45	
Provision of extra residual waste bags in rolls of 10		Full cost	£11.20	£15.00	
Collection of up to 5 bulky household items including a fridges / freezers		Full cost	£66.00	£69.00	
Charge for the replacement of garden waste bins.		Full cost	£40.00	£40.00	
Charge for the replacement of 180l black bins		Full cost		£35.00	New
Charge for the replacement of 240l black bins		Full cost		£40.00	New
Charge to managing agents/landlords to purchase new/replacement 1100ltr bins		Full cost		£165.00	New
Charge to managing agents/landlords to purchase new/replacement 240ltr (grey/black)		Full cost		£50.00	New
Charge to managing agents/landlords to purchase new/replacement 240ltr blue bins		Full cost		£50.00	New
Charge to managing agents/landlords to purchase new/replacement 360ltr black bins		Full cost		£75.00	New
Charge to managing agents/landlords to purchase new/replacement 360ltr blue bins		Full cost		£75.00	New
Delivery charge for orders of bins by managing agents/landlords. (Single charge for delivery of 1 - 10 bins)		Full cost plus		£45.00	New
Collection charge for old bins requested by managing agent/landlords		Full cost plus		£45.00	New

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Activity Centre					
Members receive 10% discount on • Activities for Adults • Activities for Juniors • Junior and Family Clubs • Personal Tuition • Pay & Play					
Lake Access Fees:					
Annual Lake Access Pass Adult		Full cost plus	£119.00	£125.00	
Annual Lake Access Pass Concession			£63.00	£65.00	
Annual Lake Access Pass Family (two adults, two juniors)			£164.00	£175.00	
Day Lake Access Pass			£13.00	£14.00	
Afternoon Lake Access Pass			£9.00	£9.50	
Evening Lake Access Pass			£4.00	£5.00	
Event / Course					
Activities for Adults :					
Adult Sailing Course (2 days or equivalent)		Full cost plus	£259.00	£270.00	
Adult Powerboat Course (2 days or equivalent)			£346.00	£350.00	
Adult Paddlesports 1/2 Day Course (or equivalent)			£57.00	£40.00	
Adult Paddlesports 1 Day Course (or equivalent)			£113.00	£80.00	
Instructor Training:					
RYA Assistant Instructor / Paddlesports Leader Course		Full cost plus	£173.00	£175.00	
RYA Dinghy Instructor Pre-Assessment			£119.00	£119.00	
RYA Dinghy Instructor Course			£421.00	£421.00	
BCU FSRT			£119.00	£125.00	
BCAB Paddle Sports Instructor Award			£232.00	£244.00	
Archery Instructor Award			£286.00	£300.00	
8hr First Aid			£110.00	£100.00	
Activities for Juniors (8yrs +):					
Junior / Teen Sailing Course (5 days or equivalent)		Full cost plus	£324.00	£350.00	
Multi Activity Days Ages 8+ (1/2 day or equivalent)			£32.00	£34.00	
Multi Activity Days Ages 6+ (1/2 day or equivalent)			£41.00	£43.00	
10% Discount for booking a full week of Multi Activity Days					
10% Sibling Discount for multiple bookings in the same transaction					
Only one discount applies					
Activity Clubs:					
Activity Clubs Per Session		Full cost plus	£24.00	£25.00	
Activity Clubs Per Six Session Booking (6th one free)			£106.00	£125.00	
Days Out:					
Promotional Events		Full cost plus	£4.00	£4.00	
Guided Paddles Adult (price to vary based on actual product)			£28.00	£30.00	
Guided Paddles Child (price to vary based on actual product)				£26.00	
Personal Tuition:					
1:1 Tuition		Full cost plus	£91.00	£95.00	
2:1 Tuition			£68.00	£70.00	
Small Group Tuition (up to 6:1)			£63.00	£65.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Taster Sessions:					
Taster Sessions: 10% discount for multiple bookings		Full cost plus	£35.00	£35.00	
School and Youth Group Activities:					
Bronze Packages - 12:1 ratio min age 8					
Evening Activity (min group size 20)		Full cost plus	£22.00	£23.00	
Half Day Activity (min group size 20, max 2 activities)			£26.00	£27.00	
Full Day Activity (min group size 20, 3 activities)			£39.00	£40.50	
Full Day Activity (min group size 20, 4 activities)				£54.00	
Regular Sessions (min group size 12)			£19.00	£20.00	
winter season min group size reduced to 9 (daytime only)					
Silver - 8 to 1 ratio min age 6					
Evening Activity (min group size 14, 1 activity)			£28.00	£29.00	
Half Day Activity (min group size 14, 2 activities)			£34.00	£35.00	
Full Day Activity (min group size 14, 3 activities)			£51.00	£52.50	
Full Day Activity (min group size 14, 4 activities)				£70.00	
Regular Sessions (min group size 14, Max 8)			£24.00	£25.00	
winter season min group size reduced to 9 (daytime only)					
Gold - 6:1 ratio min age 8					
Evening Activity (min group size 6, 1 activity)			£39.00	£40.00	
Half Day Activity (min group size 6, 2 activities)			£48.00	£50.00	
Full Day Activity (min group size 6, 3 activities)			£72.00	£75.00	
Full Day Activity (min group size 6, 4 activities)				£100.00	
Regular Group Sessions (min group size 4, max 6)			£34.00	£36.00	
winter season min group size reduced to 9 (daytime only)					
* 15% Discount Nov-March on the above					
Environmental Education					
Environmental Education One Activity - Self Led			£5.20	£5.50	
Environmental Education Two Activities - Self			£10.00	£11.00	
Environmental Education Ranger to lead package			£37.00	£39.00	
Adult Group Activities:					
Half Day Activity (min group size 10, max 2 activities)		Full cost plus	£34.00	£36.00	
Full Day Activity (min group size 10, max 3 activities)			£51.00	£54.00	
* 15% Discount Nov-March on the above					
Corporate Conservation Task			£3.50	£4.00	
Corporate Conservation Task			£6.50	£7.00	
Ranger to lead Conservation Task			£38.00	£39.00	
Exclusive Conservation Activity (includes parking, refreshments and ranger to lead the task)			£21.00	£22.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Junior Group Activities / Children's Parties:					
Single Activity Party + room hire (30 mins) + food				£232.00	
Half Day Activity (for a group of 8 under 8's and 10 for over)			£324.00	£340.00	
Junior Rangers Party. Includes ranger and garden			£248.00	£260.00	
Rock Climbing Wall Private Hire:					
wall + 2 ins + equip + delivery + PL		Full cost plus	£648.00	£600.00	
wall + 2 ins + equip + delivery + PL			£886.00	£800.00	
Delivery Charge outside of 10 mile radius	per mile		£4.00	£4.00	
Archery Range + 1 ins + equip + delivery + PL			£400.00	£400.00	
Archery Range + 1 ins + equip + delivery + PL			£756.00	£760.00	
Fencing + 1 ins + equip + delivery + PL			£356.00	£375.00	
Fencing + 1 ins + equip + delivery + PL			£702.00	£710.00	
min of 2 instructors on any trip					
Room Hire: DAC and Loddon Emmbrook rooms					
Activity Hall					
Commercial Rate per hour		Full cost plus	£38.00	£40.00	
Youth/Education/WBC Rate per hour			£30.00	£32.00	
Commercial Block Booking Rate (min 6 consecutive weeks)			£30.00	£32.00	
Classroom					
Commercial Rate per hour		Full cost plus	£18.00	£30.00	
Youth/Education/WBC Rate per hour			£14.00	£22.50	
Commercial Block Booking Rate (min 6 consecutive weeks)			£14.00	£25.00	
Meeting Room					
Youth/Education/WBC Rate per hour			£6.00	£14.70	
Late lock up fee for Hall / Room Hire (after 6pm)			£72.00	£75.60	
10% discount for hiring all three rooms					
External course / event access					
Lake access, small classroom, adult changing access			£225.00	£250.00	
Lake access, small classroom, adult changing access				£125.00	
Book & Play:					
Single Handed Dinghy		Full cost plus	£22.00	£23.00	
Sporty Single Handed Dinghy			£28.00	£30.00	
Double Handed Dinghy			£32.00	£33.00	
SUP(one person)			£10.00	£10.00	
Kayak (one person)			£9.00	£10.00	
Canoe (two to three people)			£18.00	£18.00	
Double Kayak Hire (two to three people)			£17.00	£18.00	
Pedalo Hire (4/5 people)			£26.00	£26.00	
Pedalo (3 person)			£19.50	£19.50	
Pedalo (2 person)			£13.00	£13.00	
Mega SUP			£28.00	£28.00	Can carry 8 children
Disc Hire (putter and midrange disc set)			£7.00	£7.00	
Lost Disc Fee			£13.00	£13.00	
Book and play activity session			£11.00	£11.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Staff Resources:					
Countryside manager			£65.00	£68.00	
Senior Instructor		Full cost plus	£54.00	£56.00	
Lead Instructor			£36.00	£38.00	
Instructor			£30.00	£31.50	
Countryside and DAC administration/booking amendment			£17.00	£18.00	
Ranger			£36.00	£39.00	
Duty Ranger			£54.00	£57.00	
Activity Equipment Hire:					
PPE (harness, helmet, wetsuit, life jackets)		Full cost plus	£4.50	£4.50	
Land Hire					
POA - from £300					
Use of park land for filming - student discount available POA			£783.00	£822.20	
Charge for removing bin liner bag of event litter			£4.00	£4.20	
Charge for removing 1100L bin of event litter			£24.00	£25.20	
Charge for provision of water for event			£97.00	£102.00	
Charge for water use for event			£24.00	£25.00	
Additional grass cutting required for event			£124.00	£130.00	
Generator 2Kw exc fuel			£54.00	£57.00	
Generator 5Kw exc fuel			£70.00	£74.00	
Generator 6Kw exc fuel			£76.00	£80.00	
Buggy exc fuel			£76.00	£80.00	
All of the above 20% discount for low season Oct-end Mar					
Camping Pitch, Grass no electric per 2 man tent			£12.00	£13.00	
All Land hire is at Budget Manager discretion to amend to meet commercial aspirations					
20ft Container rental	Includes the land hire and container hire		£68.00	£71.00	
20ft Container Storage			£680.00	£714.00	
20ft Land to put a container on - rental				£357.00	NEW

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Cemeteries / Burial & Cremation					
Interment fees:					
Under 5 years (including stillborn) †	All fees will be reclaimed from the Children's Funeral Fund		£132.00	£139.00	
Child 5 - 17 years †			£265.00	£278.00	
18 years an over*		To cover maintenance cost	£718.00	£754.00	
Cremated remains*	£240.00		£252.00		
Columbaria - ashes interment for 10 years only*	To provide an additional service		£1,076.00	£1,130.00	
Columbaria fee for additional ashes into the same slot (2nd and final interment only)*			£191.00	£201.00	
Renewal fee for the above (at end of 10 year period) per year			£57.00	£60.00	
Exclusive Rights of Burial:					
Child Burial space exclusive rights 100 years (under 18 years old) †	All fees will be reclaimed from the Children's Funeral Fund		£1,995.00	£2,095.00	
Burial: 100 years*		To cover maintenance cost	£2,155.00	£2,263.00	
Burial : or extension of exclusive rights 75 years*		£1,616.00	£1,697.00		
Burial or extension of exclusive rights: 50 years*		£1,134.00	£1,191.00		
Extension of exclusive rights: 25 years*		£624.00	£655.00		
Cremated Remains: 100 years*		£685.00	£719.00		
Cremated Remains or extension of exclusive rights: 75 years*		£513.00	£539.00		
Cremated Remains or extension of exclusive rights: 50 years*		£361.00	£379.00		
Cremated Remains or extension of exclusive rights: 25 years*		£208.00	£218.00		
Scattering of Cremated Remains on WBC land	To cover maintenance and administration cost	£87.00	£91.00		
Scattering of Cremated Remains within prescribed Cemetery scattering areas			£95.00	£100.00	
Memorial Benches					
Memorial Bench (provided by WBC) with plaque 10 year lease (outside Cemeteries)			POA	POA	
Renewal of lease for a further 5 years			£537.00	£564.00	
Installation of memorial bench on grass (without plaque/outside Cemeteries)			£313.00	£329.00	
Memorial Trees					
Memorial Tree for period of 10 years, includes supply, plant and plaque	To cover maintenance and administration cost		POA	POA	
Renewal of lease for a further 10 years			£537.00	£564.00	
Replacement/additional plaque			POA	POA	
Right to erect Memorials					
For the right to erect any headstone or monument on a burial grave space	To cover maintenance and administration cost		£299.00	£314.00	
For the right to erect a temporary marker on a grave			£29.00	£30.00	
Memorial Mushroom					
Memorial Mushroom or similar. Initial set-up and 1st year lease			£280.00	£294.00	
Renewal of lease for further 10 years			£295.00	£310.00	
Other					
Additional Inscription or works (on headstone)			£95.00	£100.00	
Cremation Tablet			£156.00	£164.00	
Transfer of exclusive Right of Burial (not done at time of interment)			£90.00	£95.00	
Family History Search of Burial Records		Full Cost	£20.00	£21.00	
† These fees must be shown in our fees & charges schedule but are not payable by the next of kin. Wokingham Borough Council will claim the fee from the Children's funeral fund.					
*Non residents are charged triple fees for the purchase of a plot and for the first interment and scattering					

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Place Clienting					
Events					
Hire of public open space for event			POA	POA	
Sponsorship					
Sponsorship of roundabout, parks and open space or other asset			POA	POA	
Concessions					
Use of Place Clienting land for concessions/food/beverage stand			POA	POA	
Acorn Centre					
Hall (until 10pm)		Fees & Charges need to be flexible to respond to the demand of market forces	£28.90	£30.30	
Hall (until 10pm) concessionary rate			£26.50	£27.80	
Hall (10pm-12am)			£52.50	£55.10	
Meeting Room1 or Meeting Room 2			£11.90	£12.50	
Meeting Room1 or Meeting Room 2 concessionary rate			£10.60	£11.10	
Meeting Rooms 1 & 2 combined			£21.10	£22.20	
Meeting Rooms 1 & 2 combined concessionary rate			£19.70	£20.70	
Meeting Room 3			£14.50	£15.20	
Meeting Room 3 concessionary rate			£13.20	£13.90	
Art Room			£14.50	£15.20	
Art Room concessionary rate			£13.20	£13.90	
Sensory Room			£21.20	£22.30	
Sensory Room concessionary rate			£19.70	£20.70	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Housing General Fund					
Carters Hill Park - Licence Fee		Mobile Homes Act 1983	£73.20	TBC	TBC increase will be based on difference between January 2025 and January 2024 CPI index
Twyford Orchards - Licence Fee		Mobile Homes Act 1983	£65.70	TBC	TBC increase will be based on difference between January 2025 and January 2024 CPI index
Grovelands Park - Plot Fee		Mobile Homes Act 1983	£52.70	TBC	TBC increase will be based on difference between January 2025 and January 2024 CPI index
Grovelands Park Garages - tenants - non-vatable			£10.40	£10.90	
Grovelands Park Garages - non-tenants - vatable			£14.90	£15.60	
Bed & Breakfast - family room (homeless residents in temporary accommodation)			£27.40	£28.80	
Bed & Breakfast - single room (homeless residents in temporary accommodation)			£16.30	£17.10	
Bed & Breakfast weekly charge for homeless residents in temporary accommodation (if not payable by Housing Benefit)			£150.00	£150.00	
Storage costs contribution (for homeless residents in temporary accommodation whose goods are being stored)			£9.00	£9.45	
Service charges for 1-5 Foxwood and 1-9 Oxford Road					
Foxwood Room 1		Rent Setting Policy	£92.13	£94.61	
Foxwood Room 2		Rent Setting Policy	£89.20	£91.61	
Foxwood Room 3		Rent Setting Policy	£90.17	£92.60	
Foxwood Room 4		Rent Setting Policy	£92.13	£94.61	
Foxwood Room 5		Rent Setting Policy	£104.81	£107.64	
Oxford Road Hostel room 1		Rent Setting Policy	£89.20	£91.61	
Oxford Road Hostel room 2		Rent Setting Policy	£89.20	£91.61	
Oxford Road Hostel room 3		Rent Setting Policy	£91.15	£93.61	
Oxford Road Hostel room 4		Rent Setting Policy	£91.16	£93.62	
Oxford Road Hostel room 5		Rent Setting Policy	£104.81	£107.64	
Oxford Road Hostel room 6		Rent Setting Policy	£91.15	£93.61	
Oxford Road Hostel room 7		Rent Setting Policy	£104.81	£107.64	
Oxford Road Hostel room 8		Rent Setting Policy	£91.15	£93.61	
Oxford Road Hostel room 9		Rent Setting Policy	£104.81	£107.64	
6 Church Close		Rent Setting Policy	£177.96	£182.77	
9 Sevenoaks Road		Rent Setting Policy	£172.60	£177.26	
24 Orbit Close		Rent Setting Policy	£128.87	£132.35	
76A Finchampstead Road		Rent Setting Policy	£208.72	£214.36	
76B Finchampstead Road		Rent Setting Policy	£168.97	£173.53	
87 Finchampstead Road		Rent Setting Policy	£172.28	£176.93	
4 Woosehill Court		Rent Setting Policy	£118.85	£122.06	
Any future General Fund properties (such as new purchases) where The Rent Standard 2020 applies		Rent Setting Policy			

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Enforcement & Safety					
Animal Licence – (Class A – Fee Discretionary)* + vet fee where applicable		The granting fee includes initial inspection and mid-term inspection totalling 4 hours (unless stated differently). Inspections required beyond this due to additional visits, aborted visits will be charged at an additional fee			
Animal Boarding Establishment - combined (dogs and cats)			£689.00	£724.00	
Renewal			£621.00	£652.00	
Animal Boarding Establishment - single species (dogs or cats))			£552.00	£580.00	
Renewal			£483.00	£508.00	
Home boarder			£318.00	£334.00	
Renewal			£283.00	£298.00	
Home Boarder - Franchisee arrangers licence (excludes inspection fee per host)			£241.00	£254.00	
Renewal			£207.00	£218.00	
Home Boarder - Assessment of hobby host as part of a franchisee licence			£138.00	£145.00	
Renewal			£138.00	£145.00	
Dog Day Care			£689.00	£724.00	
Renewal			£621.00	£653.00	
Dog Breeding Establishment (excluding vet fee)			£689.00	£724.00	
Renewal			£621.00	£653.00	
Dog Breeding Establishment (in domestic dwelling)			£552.00	£580.00	
Renewal			£483.00	£508.00	
Pet Vending / Sale of pets			£552.00	£580.00	
Renewal			£483.00	£508.00	
Animal for Exhibition			£689.00	£724.00	
Renewal			£621.00	£652.00	
Riding Establishment (excludes vet's fees)					
Main inspection fee, plus fee per horse			£552.00	£580.00	
Renewal			£483.00	£508.00	
Fee per horse, for the first 10 horses			£17.00	£18.00	
Fee per horse, for next 11-50 horses			£12.00	£13.00	
Fee per horse, for every horse 51 & over			£10.00	£11.00	
Other Fees					
Variation to the licence fee (inclusive of one visit)			£262.00	£276.00	
Replacement licence fee (lost or stolen paperwork, change of name, etc.)			£66.00	£70.00	
Re-evaluation of star rating (inclusive of one visit)			£131.00	£138.00	
Transfer due to death of licensee			£66.00	£70.00	
Dangerous Wild Animal Consent			£538.00	£565.00	
Zoo Licences (new & renewals)			£2,414.00	£2,535.00	
Hackney Carriage and Private Hire Licence		Subject to statutory consultation			
Vehicle Licence					
Hackney Carriage Vehicle – New & renewal			£339.00	£356.00	
Private Hire Vehicle – New and renewal			£339.00	£356.00	
Private Hire Vehicle with Dispensation			£339.00	£356.00	
Temporary Vehicle Licence			£271.00	£285.00	
Driver licence - New & Renewal			£317.00	£333.00	
Conversion of driver licence to another type			£94.00	£99.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Private Hire Operators (PHO)					
NEW Private Hire Operator Per vehicle calculation of 4 hours (at £59.00 hourly rate) plus an hour per year (years 2-5) for first vehicle, plus 15 minutes per additional vehicle per years (years 1-5) up to a maximum of 20 vehicles					
1 vehicle			£552.00	£580.00	
2			£638.00	£670.00	
3			£724.00	£761.00	
4			£810.00	£851.00	
5			£896.00	£941.00	
6			£982.00	£1,032.00	
7			£1,068.00	£1,122.00	
8			£1,154.00	£1,212.00	
9			£1,241.00	£1,304.00	
10			£1,327.00	£1,394.00	
11			£1,413.00	£1,484.00	
12			£1,499.00	£1,574.00	
13			£1,585.00	£1,665.00	
14			£1,671.00	£1,755.00	
15			£1,757.00	£1,845.00	
16			£1,843.00	£1,935.00	
17			£1,930.00	£2,027.00	
18			£2,017.00	£2,118.00	
19			£2,103.00	£2,209.00	
20+			£2,189.00	£2,299.00	
RENEWAL Private Hire Operator Per vehicle calculation of 2 hours (at £59.00 hourly rate) plus an hour per year (years 2-5) for first vehicle, plus 15 minutes per additional vehicle per years (years 1-5) up to a maximum of 20 vehicles		Change would require re-assessment of the cost recovery basis and consultation with licensees			
1			£414.00	£434.00	
2			£500.00	£525.00	
3			£586.00	£616.00	
4			£672.00	£706.00	
5			£758.00	£796.00	
6			£844.00	£887.00	
7			£930.00	£977.00	
8			£1,016.00	£1,067.00	
9			£1,102.00	£1,158.00	
10			£1,189.00	£1,249.00	
11			£1,276.00	£1,340.00	
12			£1,362.00	£1,431.00	
13			£1,448.00	£1,521.00	
14			£1,534.00	£1,611.00	
15			£1,620.00	£1,701.00	
16			£1,706.00	£1,792.00	
17			£1,792.00	£1,882.00	
18			£1,878.00	£1,972.00	
19			£1,964.00	£2,063.00	
20+			£2,051.00	£2,154.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Other Private Hire & Hackney Carriage Charges					
Variation to PHO licence			£69.00	£73.00	
Transfer of vehicle to new owner			£138.00	£145.00	
Change of vehicle			£86.00	£91.00	
Replacement Licence			£48.00	£51.00	
Replacement Badge			£48.00	£51.00	
Replacement Vehicle Licence Plate			£69.00	£73.00	
Knowledge Test			£86.00	£91.00	
Missed Appointment			£44.00	£47.00	
Disclosure and Barring Service Check (DBS)			£104.00	£110.00	
Advertising on a Hackney carriage - New			£55.00	£58.00	
Advertising on a Hackney carriage - Renewal			£37.00	£39.00	
Change of address (PH & HC)			£16.00	£17.00	
Backing Plate			£31.00	£33.00	
Medical Exemption from carrying an assistance dog			£26.00	£28.00	
Refund Processing Fee			£69.00	£73.00	
Change of vehicle registration			£67.00	£71.00	
Age of vehicle Inspection – initial & renewal			£69.00	£73.00	
Scrap Metal Dealer Act 2013 (Discretionary)					
Description					
Scrap Metal site -New and renewal - 3 years		Cost recovery for assessment and administration of the application	£586.00	£616.00	
Scrap Metal mobile collector -new and renewal - 3 years			£311.00	£327.00	
Scrap Metal - Variation of Licence			£429.00	£451.00	
Scrap Metal - change of site manager			£78.00	£82.00	
Scrap Metal - copy of licence			£13.00	£14.00	
Scrap Metal - Change of Name			£43.00	£46.00	
Skin Piercing & Dermal Treatments (one off registration) - (Class A – Fee Discretionary)					
Individual			£210.00	£221.00	
Premises			£330.00	£347.00	
Joint application			£527.00	£554.00	
Pre-application work, hourly rate			£69.00	£73.00	
Street Trading Consents (Class A – Fee Discretionary)					
Annual Fee			£1,609.00	£1,690.00	
6 months			£941.00	£999.00	
Monthly Rate			£267.00	£281.00	
Variation fee			£106.00	£112.00	
Refund for Street Traders if application withdrawn			£135.00	£142.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
ENVIRONMENTAL PROTECTION					
Dog Warden					
Dog fouling fixed penalty charge		Fixed penalty	£87.00	£100	
Environmental Fixed Penalties					
Depositing of litter			£80.00	£120.00	
Unauthorised depositing of waste			£400.00	£500.00	
Unauthorised depositing of waste (medium)			£400.00	£750.00	
Unauthorised depositing of waste (large)			£400.00	£1,000.00	
Failure to produce written waste transfer information			£300.00	£300.00	
Failure to produce a certified copy of waste carriers licence			£300.00	£300.00	
Failure to comply with a waste receptacle notice			£60.00	£60.00	
Abandoning a vehicle			£200.00	£200.00	
Fly posting and graffiti			£100.00	£150.00	
Failure to comply with a Community Protection Notice			£100.00	£100.00	
Failure to comply with a Public Spaces Protection Order			£100.00	£100.00	
Household duty of care, failure to pass your waste on to a licensed carrier			£400.00	£600.00	
Private Sector Housing					
Inspection of Housing Premises for Immigration purposes (Class A – Fee Discretionary)			£135.00	£142.00	
Enforcement Notices served under Housing Act 2004		Minimum plus cost recovery	£470.00	£494.00	
Concurrent notices served under Housing Act 2004 on same property	Hourly rate		£69.00	£73.00	
Financial Penalties	Maximum	As determined by Authority having regard to enforcement policy		£30,000	
Penalty charge	Maximum			£5,000.00	
Financial Penalty	Maximum per property	As determined by Authority having regard to enforcement policy		£5,000.00	
Financial Penalty	Maximum	As determined by Authority having regard to enforcement policy		£30,000.00	
HMO Licence New - assisted application		Set on a cost recovery basis for the costs of (a) the administration and processing of the application and (b) for the general management and enforcement of the scheme	£1,406.00	£1,477.00	
HMO Licence Renewal			£941.00	£989.00	
Copy of HMO Register	Houly charge		£69.00	£73.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Caravan Site Licences		Cost recovery for administering and monitoring site licences - a fee fixed by the authority under Caravan Sites and Control of Development Act 1960 (CSCDA 1960)			
Site licence new			£514.00	£540.00	
New licence per pitch	in addition to new licence fee		£19.00	£20.00	
Transfer of licence			£217.00	£228.00	
Annual fee per pitch			£16.00	£17.00	
Enforcement Notices served under CSCDA 1960			£470.00	£495.00	
Concurrent notice under CSCDA 1960 at same site	hourly rate			£73.00	New
Deposit, vary or deleting site rules			£137.00	£144.00	
Variation of licence		Minimum charge hourly rate – 2 hours. Applications taking longer charged per hour	£135.00	£145.00	
		The Mobile Homes (Requirement for Manager of Site to be Fit and Proper Person) (England) Regulations 2020 ("the Regulations") permit the Council to charge a fee			
Application Fee – Fit and Proper Test		Any application taking more than two hours to process will be charged at an additional hourly rate of £73/ph	£138.00	£145.00	
Annual Fee – Fit and Proper Test	Hourly		£69.00	£73.00	
Other fees	Hourly rate applies minimum of 2 hours				
Environmental Information Request - Individual, Non-Commercial		Any request above two hours processing will be charged at an additional hourly rate of £73/ph	£138.00	£145.00	
Environmental Information Request - Commercial and Government		Any request above two hours processing will be charged at an additional hourly rate of £73/ph	£138.00	£145.00	
Civil Actions (Class A – Fee Discretionary)			£138.00	£145.00	
Safety Certification and administration	Hourly rate applies minimum of 2 hours		£138.00	£145.00	
Pre-Application Advice, hourly charge			£69.00	£73.00	
Food Hygiene Rating Scheme rescore	2 hours		£138.00	£200.00	
General Business Advice (NonPrimary Authority)	Hourly rate (first 30 minutes free)		£69.00	£73.00	
Resident Request for Advice	Hourly rate		£69.00	£73.00	
Hourly charge			£69.00	£73.00	
Private Water Supplies		The Private Water Supplies (England) Regulations 2016 as amended			
Risk assessment - Every 5 years. Charged per hour, simple risk assessment and report typically 5 hours	Hourly rate		£69.00	£73.00	
Sampling - for each visit	Hourly rate		£69.00	£73.00	fee not payable where sampling solely to confirm/clarify results of previous sampling
Investigation	Hourly rate		£69.00	£73.00	
Granting an authorisation	Hourly rate		£69.00	£73.00	
Analysing a sample	Hourly rate		£69.00	£73.00	additional - External laboratory charges recharged at cost

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Local Land Charges					
Part 1 enquiry		Service costs are fully covered	£137.00	£144.00	
Individual CON29 questions on part 1 of the enquiry form	per question		£27.00	£28.00	
Certificate of search for Part 1 enquiry			£45.00	£47.00	
Each optional question on part two of the enquiry form			£30.00	£32.00	
Each additional question not covered by parts one and two			£46.00	£48.00	
Search for additional parcel of land/property		Service costs are fully covered	£7.60	£8.00	
Local Land Charges: Commercial / Land					
Part 1 enquiry		Service costs are fully covered	£173.00	£182.00	
Individual CON29 questions on part 1 of the enquiry form	per question		£43.00	£45.00	
Certificate of search for Part 1 enquiry			£68.00	£71.00	
Each optional question on part two of the enquiry form			£30.00	£32.00	
Each additional question not covered by parts one and two			£30.00	£32.00	
Expedited Search Fee			£30.00	£32.00	
Search for additional parcel of land/property		Service costs are fully covered	£22.70	£24.00	
Commercial Service - Planning Report	Per Address/ Land Parcel	Cost Recovery Plus		£72.00	
Commercial Service - Document Package (only available when purchased with the Planning Report)	Per Planning Report	Cost Recovery Plus		£50.00	
Land Charges: Street Naming & Numbering					
Change of Property Name		Cost Recovery	£113.00	£119.00	
To alter the address if plans altered by developer			£39.00	£41.00	
Research into archives (where not part of statutory function) Per hour set as minimum.			£39.00	£41.00	
To rename a street when requested by residents			£612.00	£643.00	
Confirmation of address to solicitors, agents etc			£39.00	£41.00	
Land Charges: New Developments					
First Address		Cost Recovery	£148.00	£155.00	
Additional addresses			£62.00	£65.00	
Land Charges: Highway Searches					
An ordinance survey extract plan from the Councils records	Per Request	Cost Recovery Plus	£138.00	£145.00	
Each additional highways question	Per Request	Cost Recovery Plus	£37.00	£39.00	
Infrastructure Delivery & Projects					
Responding to Solicitor S106/CIL enquiries	Per enquiry per application site		£108.00	£113.40	
S106 monitoring fees	Per planning obligation trigger		£512.00	£538.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes
Sports Activities					
Birthday party (3G 1 hour + ashridge room 1 hour) unsupervised - without food			£115.60	£121.40	
Adult Classes:					
Sports Social/Special events			£6.30	£6.60	
Non-Residents and Single Session Ad-Hoc			£7.10	£7.50	
WBC 3G Pitches					
Standard Clubs					
Full Pitch (peak) Peak 5pm to 10pm			£97.25	£102.10	
Half Pitch (peak) Peak 5pm to 10pm			£48.58	£51.00	
Quarter Pitch (peak) Peak 5pm to 10pm			£24.33	£25.55	
Full pitch (off peak)			£48.50	£51.00	
Half Pitch (off peak)			£24.33	£25.55	
Quarter Pitch (off-peak)			£12.33	£12.95	
Hire of changing rooms / shower facilities	per game		£31.33	£39.50	
Key Partner Club					
Full Pitch (peak)			£79.57	£82.00	
Half Pitch (peak)			£39.79	£41.00	
Quarter Pitch (peak)			£19.89	£20.50	
Full Pitch (off peak)			£39.79	£41.00	
Half Pitch (off peak)			£19.89	£20.50	
Quarter Pitch (off peak)			£9.95	£10.20	
Hockey Astro Pitch, Cantley Park, Wokingham					
Full Pitch (peak)			£88.58	£93.00	
Half Pitch (Peak)			£58.25	£61.20	
Full Pitch (Off Peak)			£44.25	£46.50	
Half Pitch (Off Peak)			£29.08	£30.50	
Astro Training Per Hour			£76.50	£80.30	
Astro Match 90 minutes			£114.75	£120.50	
Hockey Astro Pitch, Cantley Park, Wokingham - Key Partner					
Full Pitch (peak)			£63.20	£66.40	
Half Pitch (Peak)			£31.60	£33.20	
Full Pitch (Off Peak)			£31.60	£33.20	
Half Pitch (Off Peak)			£15.80	£16.60	
Astro Training Per Hour			£63.20	£66.40	
Astro Match 90 minutes			£94.80	£99.50	
Changing rooms (for Saturdays only)			£50.00	£52.50	
Changing rooms (for Sundays only) per room	per room		£10.00	£10.50	
Commercial Operations (inc Private Coaching Companies - Discretion of WBC S&L)					
Full Pitch (peak)			£155.30	£163.10	
Half Pitch (peak)			£84.30	£88.50	
Quarter Pitch (peak)			£48.50	£50.90	
Full Pitch (off peak)			£89.10	£93.60	
Half pitch (off peak)			£47.40	£49.80	
Quarter Pitch (off peak)			£31.20	£32.80	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
Football Foundation Match Play 3G					
Key Partner Clubs					
11 vs 11 2 Hours (inc changing room)			£79.57	£82.00	
11 vs 11 2 Hours (NO changing room)			£79.57	£82.00	
9v9 1 game full pitch 1.5 hours			£39.79	£41.00	
7v7 2 games full pitch 1 hour			£39.79	£41.00	
5v5 4 games full pitch 1 hour			£39.79	£41.00	
Non Football Foundation Match Play 3G					
Standard Clubs					
11 vs 11 2 Hours			£97.25	£102.10	
9v9 1 game half pitch 1.5 hours			£48.58	£51.00	
7v7 2 games half pitch 1 hour			£48.58	£51.00	
5v5 4 games half pitch 1 hour			£48.58	£51.00	
Artificial Five a Side Pitch Montague Park					
Full Pitch (peak) 92yds x 49 yds (training only)			£50.17	£52.70	
Half Pitch (peak) 52yds x 49yds (Training only)			£24.58	£25.80	
Full Pitch (Off Peak)			£35.67	£37.45	
Half Pitch (off peak)			£20.33	£21.35	
Commercial Hire Montague Park					
Full Pitch (peak)			£77.00	£80.90	
Half Pitch (peak)			£38.40	£40.30	
Grass Pitches					
All WBC sites:					
Senior Pitch (90 x 60 & above)			£51.42	£54.00	
Junior Pitch (80 x 50 & smaller) per game			£24.58	£25.80	
Hire of changing rooms / shower facilities	per game		£31.33	£39.50	
Cantley Park Grass Pitches - nets and flags provided by WBC					
Senior Pitch			£57.58	£60.50	
Junior Pitch			£27.92	£29.30	
SPORTS PAVILION HIRE:					
Ashridge room inc kitchen, & upstairs toilets only, Cantley:					
Hire per hr - Off peak (before 6pm weekdays & Sundays inc WBC users)			£22.00	£35.00	Room benefits from own private toilets and balcony
Hire per hr - Peak times (Weekdays after 6 pm & all day Saturday)			£27.00	£40.00	

Place & Growth Services

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
EVENTS					
	Deposit of 10% required				
Event hire based on new Event hire Matrix			POA	POA	
Hire of field for Cross Country race (sport) discretionary			POA	POA	
Hire of field for Cross Country race			£130.00	£137.00	
MISCELLANEOUS GROUNDS MAINTENANCE FEES:					
Charge for lost keys to Pavilions & Secure Sites (per set)		N/A	£40.50	£42.50	
County FA & Community Trust					
11v11 Flexi - Summer Saturdays x 8 weeks full pitch			£122.50	£128.60	
15 Berks Bucks FA Coach Ed Days to include 1) 1 st 4 sport Level 1 Award Coaching Football; 2) Level 2 Block 1,2 & 3; 3) Referee Courses - included in BBFA 15 days			£183.00	£192.20	
4 x FA Safeguarding & FA Emergency First Aid - FA Day Rate			£91.50	£96.10	
Berks and Bucks FA			£152.90	£160.50	
Education Classroom			£48.60	£51.00	
Education Classroom + 3G Pitch (Full Day)			£219.60	£230.60	
Reading FC Community Trust	10am-3pm		£180.30	£189.30	
BOBi Disability League			£54.30	£57.00	
Wokingham & District Primary School Tournaments (included Changing Rooms)	9am to 3pm			£236.30	New
Cricket Pitch (Artificial)					
Cricket Pitch Hire (Artificial) - School T20 Daytime/Evenings	per game		£35.00	£36.80	
Cricket Pitch Hire (Artificial) Club - Weekends & Evenings T20 (Junior or Adult)	per game		£50.00	£52.50	
Cricket Pitch Hire (Artificial) Club - Weekends 40+ overs per innings (Junior or Adult)	per game		£75.08	£78.80	
Cricket Pitch Hire (Artificial) Club - Weekday Daytime	per game		£40.08	£42.10	
Cricket changing room (for 2)	per game		£50.00	£50.00	

Chief Executive

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE Incl VAT (if applic) £	CHARGE from 01.04.25 Incl VAT (if applic) £	Notes

Chief Executive

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes		
			Incl VAT (if applic)	Incl VAT (if applic)			
			£	£			
Libraries							
OVERDUE CHARGES:							
Adult books, CD's / Cassettes (No overdue charges for people with visual impairment)	per item per day min	Fees & Charges need to be flexible to respond to the demand of market forces	£0.40	£0.42			
Adult books, CD's / Cassettes (No overdue charges for people with visual impairment)	maximum charge		£16.00	£16.80			
Children's Books	per item per day min		£0.10	£0.11			
Children's Books	maximum charge		£4.20	£4.40			
DVD	per item per day min		£2.10	£2.20			
DVD	maximum charge		£10.00	£10.50			
AUDIO VISUAL LOAN CHARGES :							
Compact discs [1 disc in the item]	Concessionary Groups		£3.00	£3.20			
			£1.70	£1.80			
Compact discs [7 disc in the item]			£5.10	£5.40			
Children's compact discs			£1.50	£1.60			
AUDIO-VISUAL LOAN CHARGES:							
DVD	per week min	Tiered pricing system based on title popularity	£2.85	£3.00			
DVD	per week max	Tiered pricing system based on title popularity	£5.00	£5.30			
RESERVATIONS:							
Any item within Borough stock (excluding children's)	per item	Fees & Charges need to be flexible to respond to the demand of market forces	£0.80	£0.80			
Any item not currently in Borough stock	per item		£8.60	£9.00			
Photocopies from British Library	per item		as per charge from British Library	as per charge from British Library			
Charge as per British Library in line with Copyright, Designs & Patents Act 1988							
Bookclub Reservations	per annum		£40.30	£42.30			
Forget-Me-Not Service	per annum		£38.30	£40.20			

Chief Executive

DISCRETIONARY FEES AND CHARGES 2025 - 2026

CHARGE	UNIT	SERVICE POLICY	PREVIOUS CHARGE	CHARGE from 01.04.25	Notes
			Incl VAT (if applic)	Incl VAT (if applic)	
			£	£	
LOST AND DAMAGED ITEMS:					
BOOKS:					
Books on loan from British Library	per volume	Full cost recovery	charge from British Library plus £9.80	charge from British Library plus £10.30	
British Library charge					
Lost items available for re-purchase from Library stock supplier	per item		Replacement charge + £2.70 admin fee	Replacement charge + £2.80 admin fee	
LOST TICKETS:					
Reader's Tickets (No charge for first replacement issued)	per ticket	Fees & Charges need to be flexible to respond to the demand of market forces	£2.85	£3.00	
PHOTOCOPYING:					
Black & White: A4	per sheet A4	Fees & Charges need to be flexible to respond to the demand of market forces	£0.20	£0.20	
A3	per sheet A3		£0.40	£0.40	
WITHDRAWN STOCK:					
All withdrawn stock	per item	Fees & Charges need to be flexible to respond to the demand of market forces	£0.86 - £12.10	£0.90 - £12.70	
PRINTING FROM ELECTRONIC INFORMATION SOURCES:					
Black & White / Colour	per sheet	Fees & Charges need to be flexible to respond to the demand of market forces	£0.40	£0.40	
EVENTS (WHERE CHARGED):					
Adult Events	per event min	Fees & Charges need to be flexible to respond to the demand of market forces	£3.30	£3.50	
Adult Events	per event max		£18.00	£18.90	
Children's Events	per event		£1.60	£1.70	
Woodley Library Room Booking (non community & commercial)			£10.20	£10.70	
Wokingham Library Room Booking Large meeting room - up to 10% discount not for profit, 20% discount for charities - 10% discount on block bookings	maximum per hour		£25.00	£26.30	
Wokingham Library Room Booking Smaller meeting room - 10% discount not for profit, 20% discount for charities - up to 10% discount on block bookings	maximum per hour		£20.00	£21.00	
Wokingham Library Room Booking combined meeting room - 10% discount not for profit, 20% discount for charities - up to 10% discount on block bookings	maximum per hour		£36.00	£37.80	

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