

## Licensing fees and charges 2021/22

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### Alcohol, regulated entertainment, late night refreshment (Licensing Act 2003)

Premises licences and club premises certificates – fee based on the non-domestic rateable value of the premises

	Band A	Band B	Band C	Band D	Band E	Band D* multiplier	Band E* multiplier
New application and variation	£100.00	£190.00	£315.00	£450.00	£635.00	£900.00	£1,905.00
Annual fee	£70.00	£180.00	£295.00	£320.00	£350.00	£640.00	£1,050.00

\*Bands D and E only: multiplier applies to premises primarily used for alcohol on-sales

Application for minor variation of a premises licence	£89.00
Application for a personal licence	£37.00
Temporary event notice	£21.00
Application for a provisional statement where premises being built etc.	£315.00
Notification of change of name or address	£11.00
Application to vary licence to specify individual as premises supervisor	£23.00
Application for transfer of premises licence	£23.00
Interim authority notice following death etc. of licence holder	£23.00
Theft, loss etc. of premises licence, certificate, summary, personal licence or temporary event notice	£11.00
Notification of change of name or alteration of rules of club	£11.00
Change of relevant registered address of club	£11.00
Right of freeholder etc to be notified of licensing matters	£21.00

**Gambling (Gambling Act 2005)****Lottery registration (raffles)**

Initial registration	£40.00
Annual fee	£20.00

**Bingo Club**

New application	£2,939.00
Annual fee	£842.00
Application to vary	£1,472.00
Application to transfer	£1,008.00
Application for reinstatement	£1,008.00
Application for provisional statement	£2,939.00
Licence application (provisional statement holders)	£1,008.00
Copy licence	£25.00
Notification of change	£40.00

**Betting Premises Exc. Track**

New application	£2,522.00
Annual fee	£504.00
Application to vary	£1,259.00
Application to transfer	£1,008.00
Application for reinstatement	£1,008.00
Application for provisional statement	£2,522.00
Licence application (provisional statement holders)	£1,008.00
Copy licence	£25.00
Notification of change	£40.00

**Track**

New application	£2,099.00
Annual fee	£842.00

Application to vary	£1,049.00
Application to transfer	£801.00
Application for reinstatement	£801.00
Application for provisional statement	£2,099.00
Licence application (provisional statement holders)	£801.00
Copy licence	£25.00
Notification of change	£40.00
Temporary Use Notice	£500.00
Temporary Use Notice – copy	£25.00

#### **Family Entertainment Centre**

New application	£1,681.00
Annual fee	£632.00
Application to vary	£842.00
Application to transfer	£801.00
Application for reinstatement	£801.00
Application for provisional statement	£1,681.00
Licence application (provisional statement holders)	£801.00
Copy licence	£25.00
Notification of change	£40.00

#### **Adult Gaming Centre**

New application	£1,681.00
Annual fee	£842.00
Application to vary	£842.00
Application to transfer	£1,008.00
Application for reinstatement	£1,008.00
Application for provisional statement	£1,681.00
Licence application (provisional statement holders)	£1,008.00
Copy licence	£25.00
Notification of change	£40.00

**Large Casino**

New application	£8,398.00
Annual fee	£8,398.00
Application to vary	£4,200.00
Application to transfer	£1,806.00
Application for reinstatement	£1,806.00
Application for provisional statement	£8,398.00
Licence application (provisional statement holders)	£4,200.00
Copy licence	£25.00
Notification of change	£40.00

**Small Casino**

New application	£3,150.00
Annual fee	£5,250.00
Application to vary	£3,675.00
Application to transfer	£1,050.00
Application for reinstatement	£1,050.00
Application for provisional statement	£5,250.00
Licence application (provisional statement holders)	£3,675.00
Copy licence	£25.00
Notification of change	£40.00

**Permits**

FEC gaming machine Application fee	£300.00
Renewal fee	£300.00
Transitional application fee	£100.00
Prize Gaming Application fee	£300.00
Renewal fee	£100.00
Transitional application fee	£100.00
FEC permits change of name	£25.00
Copy of permit	£15.00

Prize gaming permits change of name	£25.00
Copy of permit	£15.00
Notification of intention to make (up to 2) gaming machines available	£50.00
<b>Licensed premises gaming machine permits (more than 2 gaming machines)</b>	
Application existing operator	£100.00
Application new operator	£150.00
Variation of permit	£100.00
Transfer of permit	£25.00
Change of name on permit	£25.00
Copy of permit	£15.00
Annual fee	£50.00
<b>Club gaming and club machine permits</b>	
Application existing operator	£100.00
Application holder of club premises cert	£100.00
Application new applicant	£200.00
Renewal (every 10 years)	£200.00 (£100.00 for clubs)
Variation of permit	£100.00
Copy of permit	£15.00
Annual fee	£50

**Distributing free printed and promotional material**

Fees are calculated using a points system, details of which can be found at [www.cheltenham.gov.uk/licensing](http://www.cheltenham.gov.uk/licensing)

5 points	£60.00
6 -10 points	£203.00
11-15 points	£289.00
16+ points	£405.00

**Objects on the highway****Tables and chairs**

Administration fee – not refundable if application is unsuccessful	£113.00
Annual fee for permission - up to 8 chairs	£287.00
Annual fee for permission - 9 to 16 chairs	£574.00
Annual fee for permission - 17 to 24 chairs	£1242.00
Annual fee for permission - 25 chairs and over	£1819.00

**Advertising / information / promotional / other objects**

Administration fee – not refundable if application is unsuccessful	£113.00
Administration fee for charities/non-profit – not refundable if application is unsuccessful	£59.00
Annual fee for permission e.g. A-boards	£113.00

**Pavement Licence**

£100.00

**Pre-application advice services (discretionary)**

<b>Type of application</b>	<b>Level of service</b>	
New premises licence	Check and send	£40.00
	Pre-application consultation	£70.00
	Full service – small premises*	£70.00
	Full service – large/medium premises*	£130.00
Full variation of a premises licence	Check and send	£40.00
	Pre-application consultation	£70.00
	Full service – small premises*	£70.00
	Full service – large/medium premises*	£130.00
Minor variation of a premises licence	Check and send	N/A
	Pre-application consultation	£40.00
	Full service – small premises*	£70.00
	Full service – large/medium premises*	£130.00
Street trading consent	Pre-application consultation	£40.00
	Full service	£70 (charities/non-profit) or £130 (commercial)
Objects on the highway	Pre-application consultation	£40.00
	Full service	£70 (charities/non-profit) or £130 (commercial)
Application for a club premises certificate	Check and send	£40.00
	Pre-application consultation	£70.00
	Full service	£70.00

\* Small premises normally refers to those that occupy a relatively small floor area or premises where the proposed licensable activities will largely be ancillary to the operation of the premises, for example, independent supermarkets, food led restaurants or beauty salons. Medium or large premises are those that occupy a large area or where licensable activities will form part of the primary operation of the premises.

**Scrap metal dealers****Site licence**

Grant, renewal and variation to change the site manager	£447.00
Variation other than a change of site manager	£96.00
Copy of a licence	£13.00

**Collector's licence**

Grant and renewal of a collector's scrap metal dealer licence	£407.00
Variation	£96.00
Copy of a licence	£13.00

**Sex establishments and sexual entertainment venues****Sex establishments**

Deposit – not refundable if the application is unsuccessful	£1,158.00
Initial Application (minus deposit paid)	£2,316.00
Subsequent fee	£593.00
Transfer or variation	£593.00

**Sexual entertainment venue licence**

Deposit – not refundable if the application is unsuccessful	£1,300.00
Initial application (minus deposit paid)	£1,300.00
Subsequent fee	£1,614.00
Transfer or variation	£871.00



**Street trading**

Administration fee - not refundable if application is unsuccessful £113.00

**Ice cream vehicles**

Annual consent £1,361.00

Seasonal consent £905.00

**Hot food units - town centre core commercial area**

Annual consent £5,485.00

Six month consent £2,762.00

Three month consent £1,400.00

**Hot food units - outside town centre**

Annual consent £3,601.00

Six month consent £1,821.00

Three month consent £930.00

Mobile unit – drinks £4,789.00

**Flower stalls - prime sites**

Includes Promenade and High Street between Promenade and Bath Road

Annual consent £4,384.00

Six month consent £2,192.00

Three month consent £1,096.00

**Flower stalls - secondary sites**

Annual consent £3,515.00

Six month consent £1758.00

Three month consent £879.00

**Other stalls or units - prime sites**

Includes Promenade and High Street between Promenade and Bath Road

Annual consent	£4,505.00
Six month consent	£2,253.00
Three month consent	£1126.00
Monthly rate	£375.90
Day rate	£27.00

**Other stalls or units - secondary sites**

Annual consent	£3,613.00
Six month consent	£1,806.00
Three month consent	£903.00
Monthly rate	£301.00
Day rate	£16.00

**Taxi (hackney carriage) and private hire****Vehicles (1 year licence)**

Initial	£232.00
Renewal	£232.00
Transfer or change	£100.00

**Driver licences (3 year licence)**

Initial application and renewal	£231.00
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**Private hire operators licences (5 year licence)**

Micro (1-3 cars)	£1,351.00
Small (4-10 cars)	£1,627.00
Medium (11-30 cars)	£4,356.00
Large (31+ cars)	£6,078.00

Plate brackets	£12.00
Bus lane stickers	£5.00
Replacement vehicle plate	£21.00
Replacement driver's badge or vehicle window badge	£12.00
Window pouch	£5.00
Replacement licence	£15.00
Loan of temporary top light	£45 per week
English Proficiency Test	£45.00
Knowledge test	£79.00
Enhanced disclosure and barring service (DBS) check - not refundable	£60.00
Application for private hire plate exemption	£50.00
Plate clips (4)	£3.00
Application to approve external advertising on a vehicle	£50.00
Advance booking only sticker (each)	£2.00
Change from PHD to HCD - Administration Fee	£40.00

