

Saltash Town Council Fees and Charges

Description	2021/2022 Charge	2022/2023 Charge	
Room Hire (min of 2 hour booking from 01/04/2014) (Non VATable)			
Guildhall	Casual ph - weekdays 9am- 5pm (Community Rate)	£10.00	£10.30
	Casual ph - weekends & evenings (Community Rate)	£21.00	£21.50
	Casual ph - weekdays 9am - 5pm (Commercial Rate)	£15.00	£15.40
	Casual ph - weekends & evenings (Commercial Rate)	£25.20	£25.90
Council Chamber	Casual ph - weekdays 9 am - 5pm (Community Rate)	£10.00	£10.30
	Casual ph - weekends & evenings (Community Rate)	£15.00	£15.40
	Casual ph - weekdays 9am - 5pm (Commercial Rate)	£15.00	£15.40
	Casual ph - weekends & evenings (Commercial Rate)	£18.00	£18.50
20% Discount for regular bookers evenings and weekends			
Room Hire Extras (VATable)	Tea/coffee per cup with biscuits (Community)	£1.00	£1.00
	Tea/coffee per cup with biscuits (Commercial)	£1.00	£1.00
	Photocopying	20p black 35p colour	20p black 35p colour
Room Hire (min of 2 hour booking) (VATable)			
Isambard House (Station Building)	Casual ph - weekdays 9am- 5pm (Community Rate)	£10.00	£10.00
	Casual ph - weekends & evenings (Community Rate)	£15.00	£15.00
	Casual ph - weekdays 9am - 5pm (Commercial Rate)	£15.00	£15.00
	Casual ph - weekends & evenings (Commercial Rate)	£30.00	£30.00
20% Discount for regular bookers evenings and weekends			
Room Hire Extras (VATable)	Tea/coffee per cup with biscuits (Community)	£1.00	£1.00
	Tea/coffee per cup with biscuits (Commercial)	£1.00	£1.00
Other Charges (VATable)			
	Freedom of Information Charge (first 18 hours free of charge)	£25.00 per hour	£25.00 per hour
	Environmental Information Regulations 2004 (first 18 hours free of charge)	£25.00 per hour	£25.00 per hour
Mooring Fees (VATable)			
	Pontoon (Berth) per metre - permanent users, charge per annum, minimum £900 (Non Commercial)	£150.00	£155.00
	Pontoon (Berth) per metre - permanent users, charge per annum, minimum £1,300 (Commercial)	£225.00	£235.00
	Visiting boats - (2 hours free);charge for 24 h (Non Commercial)	£25.00	£25.00
	Visiting boats - (2 hours free);charge for 24 h (Commercial)	£37.50	£37.50
	Visiting boats - 3 day stay (1 Day free of charge) (Non Commercial)	£50.00	£50.00
	Trusted boated scheme - (casual users); charge per annum	£75.00	£75.00
Library Charges			
Overdue charges for books and free DVD loans:			
Adult members	Set by Cornwall Council	Set by Cornwall Council	
Access, Concessionary and Young Adult members	£0.25 per open day to a maximum of £8.00	£0.25 per open day to a maximum of £8.00	
Child members (under 16)	£0.15 per open day to a maximum of £4.00	£0.15 per open day to a maximum of £4.00	
	No charge	No charge	
Replacement membership cards:			
Adult members	£1.50	£1.50	
Concessions, Access, Young Adult	£1.00	£1.00	
Under 16s	£0.50	£0.50	
Hire Charges:			
DVDs :	from £0.50 to £3.00 per week	from £0.50 to £3.00 per week	
Access Member limited to 2 at a time	Free	Free	
Non-fiction	Free	Free	
CDs:	£1.00	£1.00	
Access Member	Free	Free	
Computer games (where available)	£3.00 per week	£3.00 per week	
Audiobook CDs per 3 week loan			
Adults	Free	Free	
Children	Free	Free	
Access members, housebound member and looked after children	Free	Free	
Reservations:			
Adults and Concessionary users	£1.00 per item if placed by staff member	£1.00 per item if placed by staff member	
Online reservations	Free with a limit of 6 at any one time	Free with a limit of 6 at any one time	
Access and Housebound members	Free	Free	
Under 18s	Free with a limit of 6 at any one time	Free with a limit of 6 at any one time	
	Free	Free	
Reader's groups free for items provided from the reading group sets (items outstanding for over 1 month will be charged as lost)			
Books on Prescription	Free	Free	
Performing Arts collection:			

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Vocal and Orchestral sets	no charge	no charge	
Vocal and orchestral sets requested from outside Cornwall			
Vocal scores	10 Scores at £4 per month	10 Scores at £4 per month	
Orchestral sets	£10.00 per set per three months	£10.00 per set per three months	
Postage charge (please note this charge may vary, ask staff for details)	£7.00 per 20 copies	£7.00 per 20 copies	
Reservation charge from library authorities inside South West Region (non-refundable)	£6.00	£6.00	
Reservation charge from library authorities outside South West Region (non-refundable)	£12.05	£12.05	
Renewals will be charged at the rates and time periods as listed above			
Late returns charge applies	£10.00	£10.00	
Missing part charged, unless a new copy is supplied by customer	at cost plus £5.00 administration fee	at cost plus £5.00 administration fee	
Out of County Inter Library Loan Requests:			
Adults	£10.10	£10.10	
Concessions, Young Adults	£9.10	£9.10	
Children	£4.10	£4.10	
British library book loan request	£19.00	£19.00	
British Library periodical request	£13.25	£13.25	
British Library Loan Renewal	£5.10 per 3 week renewal period	£5.10 per 3 week renewal period	
Please note that persons owing more than £5.00 in library charges may be prevented from borrowing until the balance is reduced. Please speak to a member of staff for advice.			
Use of public computers (subject to availability):			
Cornwall library members	Free for two hours	Free for two hours	
Other library members (English and Welsh Library Authorities on production of a library card)	Free for one hour	Free for one hour	
Non-members	Free for half an hour - no extension	Free for half an hour - no extension	
Access to Wi-Fi	Free	Free	
Extension of time after the free period is dependent on availability and at the discretion of the library supervisor.			
Please note that persons owing more than £5.00 in library charges will be regarded as non-members for computer charging purposes			
Printing from any source:			
1-29 sheets (price per sheet)			
Monochrome A4	£0.10	£0.10	
Monochrome A3	£0.20	£0.20	
Colour A4	£0.50	£0.50	
Colour A3	£1.00	£1.00	
30 plus sheets (price per sheet)			
Monochrome A4	£0.08	£0.08	
Monochrome A3	£0.16	£0.16	
Colour A4	£0.40	£0.40	
Colour A3	£0.80	£0.80	
High gloss colour printing on customer's own paper	£1.00	£1.00	
High gloss colour printing on library paper	£1.25 per sheet	£1.25 per sheet	
Commission rates:			
Requires signed agreement in place between artist and relevant Council	30%	30%	
Additional Library Charges	Set by Saltash Town Council	Set by Saltash Town Council	
Merchandise Items with logo	2021/22	2021/22	
Jute Bags (Each)	£1.90	£1.90	
Coffee Mugs (Each)	£1.99	£1.99	
Writing Kits (Each)	£5.99	£5.99	
Activities	Price to be given on application	Price to be given on application	
Description	2021/2022	2022/2023	2023/2024
Allotments	£30.00	£30.00	£30.00
(Non VATable)	£40.00	£40.00	£45.00

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Description	2021/2022 Charge	2022/2023 Charge	
Churchtown pa	£40.00	£40.00	£50.00
Grenfell Avenue New Site pa	£30.00	£30.00	£30.00
Water pa	£10.00	£10.00	£10.00

Notes

Inflationary rate used for fees and charges increase is CPI 2.5% based on June 2021