

Saltash Town Council Fees and Charges

Description	2022/2023 Charge	2023/24 Proposed Charge
Room Hire (min of 2 hour booking from 01/04/2014) (Non VATable)		
Guidhall		
Casual ph - weekdays 9am- 5pm (Community Rate)	£10.30	£10.30
Casual ph - weekends & evenings (Community Rate)	£21.50	£21.50
Casual ph - weekdays 9am - 5pm (Commercial Rate)	£15.40	£15.40
Casual ph - weekends & evenings (Commercial Rate)	£25.90	£25.90
Council Chamber		
Casual ph - weekdays 9 am - 5pm (Community Rate)	£10.30	£10.30
Casual ph - weekends & evenings (Community Rate)	£15.40	£15.40
Casual ph - weekdays 9am - 5pm (Commercial Rate)	£15.40	£15.40
Casual ph - weekends & evenings (Commercial Rate)	£18.50	£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)	Including VAT £10.00	Including VAT £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)	Including VAT £25.00 per hour	Including VAT £25.00
Environmental Information Regulations 2004 (first 18 hours free of charge)	£25.00 per hour	£25.00
Mooring Fees (VATable)		
	Including VAT	Including VAT
Pontoon (Berth) per metre - permanent users, charge per annum, minimum £900 (Non Commercial)	£155.00	£186.00
Pontoon (Berth) per metre - permanent users, charge per annum, minimum £1,300 (Commercial)	£235.00	£282.00
Visiting boats - (2 hours free);charge for 24 h (Non Commercial)	£25.00	£30.00
Visiting boats - (2 hours free);charge for 24 h (Commercial)	£37.50	£45.00
Visiting boats - 3 day stay (1 Day free of charge) (Non Commercial)	£50.00	£60.00
Trusted boated scheme - (casual users); charge for period of 1st September - 31st March	£40.00	£45.00
Trusted boated scheme - (casual users); charge for period of 1st April - 31st August	£75.00	£80.00
Library Charges	Set by Cornwall Council	Set by Cornwall Council
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 per week
Access Member limited to 2 at a time	Free	free
Non-fiction	Free	free
CDs:	£1.00	Service no longer available, line to be deleted
Access Member	Free	Free
Computer games (where available)	£3.00 per week	Service no longer available, line to be deleted
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 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
Reader's groups free for items provided from the reading group sets (items outstanding for over 1 month will be charged as lost)	Free	Free
Books on Prescription	Free	Free
Performing Arts collection:		
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 £7.00 per 20 copies	£10 per set per 3 months £7 per 20 copies
Postage charge (please note this charge may vary, ask staff for details)		
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)	£12.50	£12.50
Renewals will be charged at the rates and time periods as listed above		
Late returns charge applies	£10.00	Service no longer available, line to be deleted
Missing part charged, unless a new copy is supplied by customer	at cost plus £5.00 administration fee	Service no longer available, line to be deleted
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 that £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 one hour	Free for two hours Free for one hour
Other library members (English and Welsh Library Authorities on production of a library card)		
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		
No charges for book fines, line to be deleted		

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Description	2022/2023 Charge	2023/24 Proposed Charge	
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 per sheet	
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	
Merchandise Items with logo		Set by Saltash Town Council	
Jute Bags (Each)		Service not provided, delete line	
Coffee Mugs (Each)		Service not provided, delete line	
Writing Kits (Each)		Service not provided, delete line	
Seagull Bags	£3.50	new line and increase cost to be added £4.00	
Activities	Price to be given on application	Ticket price to be given on application	
Description		2022/2023	2023/2024
Allotments (Non VATable)			
Grenfell Avenue pa	£30.00	£30.00	£40.00
Fairmead Road pa	£40.00	£45.00	£55.00
Churchtown pa	£40.00	£50.00	£60.00
Grenfell Avenue New Site pa	£30.00	£30.00	£40.00
Water pa	£10.00	£10.00	£30.00

Notes

2022-23 - Inflationary rate used for fees and charges increase is CPI 2.5% based on June 2021

2023-24 - Increase by Members proposal to increase by percentage not the current CPI