

FEES AND CHARGES

2014/15		DETAILS	UNIT OF CHARGE	2015/16	
Exc. VAT £	Inc. VAT 20% £			Exc. VAT £	Inc. VAT 20% £
LAND CHARGES					
Local Land Charges					
Statutory Charges					
67.00	n/a	Registration of a charge in Part II of the register	per charge	67.00	n/a
2.50	n/a	Filing a definite certificate of the Lands Tribunal under rule 10 (3)	per certificate	2.50	n/a
7.00	n/a	Filing a judgement or order, or written request for the variation or cancellation of any entry in Part 11 of the register	per item	7.00	n/a
2.50	n/a	Inspection of documents filed in the register under rule 10, in respect of each parcel of land	per parcel of land	2.50	n/a
Various	n/a	Office copy of any plan or other document filed pursuant to the rules	per copy	Various	n/a
Non Statutory Charges - Full cost recovery					
5.00	n/a	Personal Search inclusive of printout	for print out	5.00	n/a
21.00	n/a	Official search (including issue of official certificate of search) in: the whole of the register	per search	21.00	n/a
5.00	n/a	And in addition, in respect of each parcel of land above one, where under rule 11(3) more than one parcel is included in the same requisition (for a search in the whole or part of the register), subject to a maximum of £16.00	per additional search	5.00	n/a
Answering form of enquiry					
Part I Enquiries -					
66.00	n/a	One parcel of land - Residential / Commercial	per enquiry	66.00	n/a
20.00	n/a	- Commercial each additional parcel	per enquiry	20.00	n/a

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Non Statutory Charges - Full cost recovery					
Part II Enquiries					
Where relating to one parcel of land only or to several parcels and delivered on a single form - Each printed enquiry					
12.00	n/a	numbered in the form 4 - 21	per enquiry	12.00	n/a
20.00	n/a	numbered in the form 22	per enquiry	20.00	n/a
25.00	n/a	Any and each further enquiry added by solicitors	per enquiry	25.00	n/a
15.40+ 21p per sheet copied	n/a n/a	Abstract of Title		15.40+ 21p per sheet copied	n/a n/a
LEGAL CHARGES					
110.00	132.00	Notice of Transfer	per hour	110.00	132.00
110.00	132.00	Deed of Variation	per hour	110.00	132.00
110.00	132.00	Deed of Covenant Copy	per hour	110.00	132.00
110.00	132.00	" Engrossment	per hour	110.00	132.00
110.00	132.00	Postponement of Charge	per hour	110.00	132.00
110.00	132.00	Litigation, Conveyancing and Planning matters	per hour	110.00	132.00
110.00	n/a	Sale of Council Minutes	per civic year	110.00	n/a
20.50 + 1.50 per thousand entries or part	n/a	Extract of Electoral Register	data	20.50 + 1.50 per thousand entries or part	n/a
10.00 + 5.00 per thousand entries or part	n/a	Fee for sale of the Register	printed	10.00 + 5.00 per thousand entries or part	n/a
20.50 + 1.50 per hundred entries or part	n/a	Fee for sale of the list of Overseas Electors	data	20.50 + 1.50 per hundred entries or part	n/a
10.00 + 5.00 entries or part	n/a		printed	10.00 + 5.00 entries or part	n/a

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Freedom of Information Act 2000 / Environmental Information Regulations 2004 / Reuse of Public Sector Information Regulations 2005 / Data Protection Act 1998					
Freedom of Information / Data Protection					
		First 2.5 days free			
450.21	540.25	After 2.5 days		450.21	540.25
25.00	30.00		+ per hour	25.00	30.00
Environmental Information Regulations 2004					
25.00	30.00	Staff time	per hour	25.00	30.00
Reuse of Public Sector Information Regulations 2005					
25.00	30.00	Staff time	per hour	25.00	30.00
		Information that has a commercial value - a charge will be determined on a case-by-case basis			
Freedom of Information / Environmental Information Regulations / Reuse of Public Sector Information Regulations					
Charges for materials -					
0.10	0.12	Photocopying (black & white)	A4 sheet	0.10	0.12
0.20	0.24		A3 sheet	0.20	0.24
1.10	1.32		A0 sheet	1.10	1.32
0.20	0.24	Photocopying (colour)	A4 sheet	0.20	0.24
0.50	0.60		A3 sheet	0.50	0.60
1.70	2.04		A0 sheet	1.70	2.04
45.11	54.13	Printing (black & white)	per hour	45.11	54.13
45.11	54.13	Printing (colour)	per hour	45.11	54.13
24.68	29.62	CD's	per hour	24.68	29.62
		(if information is held electronically)			
actual cost		Converting to electronic or microfiche		actual cost	
actual cost		Postage		actual cost	
10.00	n/a	Subject Access Requests (discretionary)		10.00	n/a
REVENUES					
70.00	n/a	Council Tax penalty for failure to promptly notify or provide information	1st offence	70.00	n/a
280.00	n/a		subsequent offences	280.00	n/a
80.00	n/a	Summons and Liability Order		80.00	n/a
Letting of Council Offices					
30.00	n/a	Council Chamber - Hertford	per hour	30.00	n/a
20.00	n/a	Other Rooms - Hertford	per hour	20.00	n/a