



SALTASH TOWN COUNCIL

LIST OF FEES & CHARGES 2020/21

Room Hire

(min of 2 hour booking)
Non VATable

Guildhall

Casual per hour	Weekdays 9 a.m. - 5 p.m. (Community Rate)	£10.00
	Weekends & evenings (Community Rate)	£21.00
	Weekdays 9 a.m. – 5 p.m. (Commercial Rate)	£15.00
	Weekends & evenings (Commercial Rate)	£25.20

Council Chamber

Casual per hour	Weekdays 9 a.m. - 5 p.m. (Community Rate)	£10.00
	Weekends & evenings (Community Rate)	£15.00
	Weekdays 9 a.m. – 5 p.m. (Commercial Rate)	£15.00
	Weekends & evenings (Commercial Rate)	£18.00

20% discount for regular bookers evenings and weekends

Room Hire Extras (VATable)	Tea/coffee per cup with biscuits (Community)	£1.00
	Tea/coffee per cup with biscuits (Commercial)	£1.00
	Photocopying	20p black 35p colour

Other Charges

Trailer Hire

(per day + VATable)	Saltash Community Groups	£30.00
	Other Council's & Non-profit organisations outside Saltash	£120.00
	Commercial Organisations/Hirers	£180.00

Freedom of Information (VATable)

Freedom of Information Charge (first 18 hours free of charge)	£25.00 per hour
Environmental Information Regulations 2004 (first 18 hours free of charge)	£25.00 per hour

Mooring Fees (VATable)

Pontoon (berth) per metre – permanent users charge per annum, minimum £800 (Non Commercial)	£140.00
Pontoon (berth) per metre – permanent users charge per annum, minimum £800 (Commercial)	£210.00
Visiting boats (2 hours free) charge for 24 hr	£20.00
Trusted Boater Scheme (casual users) charge per annum	£70.00

Library Charges

Overdue charges for books & free DVD loans

Set by Cornwall Council

Adult Members

£0.25 per open day to a maximum of £8.00

Access, Concessionary & Young Adult Members

£0.15 per open day to a Maximum of £4.00

Child Members (under 16)

No charge

Replacement membership cards

Adult members

£1.50

Concessions, Access, Young Adult

£1.00

Under 16's

£0.50

Hire Charges

DVD's

from £0.50-£3.00 per week

Access Member limited to 2 at a time

Free

Non-fiction

Free

CD's

£1.00

Access Member

Free

Computer games (where available)

£3.00 per week

Audiobook CD's per 3 week loan

Adults

£2.00

Children

£0.50

Access members, housebound member & looked after children

Free

Reservations

Adults & Concessionary users

£1.00 per item if placed by staff member

Online reservations

Free with a limit of 6 at any one time

Access & Housebound members

Free

Under 18's

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

Books on prescription

Free

Library Charges continued

Performing Arts Collection

Vocal and orchestral sets	No charge
Vocal and orchestral sets requested from Outside Cornwall:	
Vocal Scores	60p per score per 6 months
Orchestral sets	£10.00 per set per 3 months
Postal charge (please note this may vary, ask staff for details)	£7.00 per 20 copies
Reservation charge from library authorities inside inside South West Region (non-refundable)	£6.00
Reservation charge from library authorities outside South West Region (non-refundable)	£12.05

Renewals will be charged at the rates & time periods as listed above

Late returns charge applies	£10.00
Missing part charged, unless a new copy is supplied by customer	at cost plus £5 admin fee

Out of County Inter Library Loan Requests

Adults	£10.10
Concessions, Young Adults	£9.10
Children	£4.10
British Library book loan request	£18.35
British Library periodical request	£13.25
British Library loan renewal	£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
Other Library members (English & Welsh Library	

Authorities on production of a library card)	Free for one hour
Non members	Free for half an hour
	- no extension
Access to wi-fi	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
Monochrome A3	£0.20
Colour A4	£0.50
Colour A3	£1.00

30+ sheets (price per sheet)

Monochrome A4	£0.08
Monochrome A3	£0.16
Colour A4	£0.40
Colour A3	£0.80

High gloss colour printing on customers own paper	£1.00 per sheet
High gloss colour printing on library paper	£1.25 per sheet

Commission rates:

Requires signed agreement in place between artist and relevant Council	30%
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Churchtown Cemetery

Fees and Charges

Description	2020/2021 (As of 1st April 2020)
<u>Interment Fees</u>	
Interment under the age of 18 years - (Saltash residents only)	No Charge
1st Interment over the age of 18 years - (triple depth plot inc 10 years ERB)	£1,002.00
2nd & 3rd Interment over the age of 18 years - (ERB determined)	£679.00
1st Interment of ashes in a casket - (double depth plot inc 10 years ERB)	£431.00
2nd Interment of ashes in a casket - (ERB determined)	£323.00
1st Interment of loose ashes - (double depth plot inc 10 years ERB)	£270.00
2nd Interment of loose ashes - (ERB determined)	£162.00
Interment of ashes in Garden of Remembrance	£323.00
Service Men and Emergency Service Personnel killed in active service - Saltash Residents Only.	No Charge
<u>Memorial Permissions</u>	
Grant of Right to Erect a Memorial	10 years
Permission to erect headstone including first inscription	£108.00
Additional inscriptions	£54.00
Permission to place cremated remains tablet	£54.00
Renewal of Grant of Right to Erect a Memorial	£27.00
Permission to erect/place monument CWG/MOD	No Charge
Cremation foundation slab and tablet to be supplied by ERB owner	
<u>Renewal of Exclusive Rights of Burial</u>	
Length of Exclusive Rights of Burial	10 years
Single grave for the interment under the age of 18 years (Saltash resident only)	No Charge
Second and third interment admin fee (ERB must be determined)	£27.00
Renewal of Exclusive Rights of Burial	£27.00
Renewal of Exclusive Rights of Cremated Remains	£27.00
Issue & registration of duplicate deed of grant of grave space	£27.00
Inspection of Burial Register	£27.00
Transfer of ERB certificate by assignment	£27.00
Transfer of ERB certificate by Statutory Declaration	£82.00

Permission of right to CWG Commission or MOD Permission to place a war grave marker Exhumation of coffins or cremated remains casket/loose ashes Search of Registers by our staff (per search) Search of Registers by our staff (non resident)	No Charge No Charge POA £27.00 £54.00
<u>Benches</u>	
Low maintenance benches per 5 year renewable licence High maintenance benches per 5 year renewable licence Plus the cost of the bench and installation	£108.00 £261.00 Price on Application
Double standard fees apply to non Saltash residents, except those who were resident until 2 years prior to their death.	All Fees Double

St. Stephens Cemetery Fees and Charges

Description	2020/21 (As of 1st April 2020)
<u>Interment Fees</u>	
Re-opening / Interment of a body (Saltash residents)	£678.00
Re-opening / Burial of cremated remains (Saltash residents)	£323.00
Double standard fees apply to non Saltash residents, except those who were resident until 2 years prior to their death.	All Fees Double
<u>Benches</u>	
Low maintenance benches per 5 year renewable license Plus the cost of the bench and installation	£108.00 Price on Application

**Allotments
2020/21 Charges
Per Annum**

Effective from 1st April 2020
Non Vatable

Grenfell Avenue	£25.00
Grenfell Avenue (new site)	£25.00
Fairmead Road	£35.00
Churchtown	£35.00
Water per annum	£10.00

For enquiries and booking forms please contact:

Saltash Town Council
The Guildhall
12 Lower Fore Street
Saltash
PL12 6JX

Telephone: 01752 844846

e-mail: enquiries@saltash.gov.uk

www.saltash.gov.uk