

Saltash Town Council Fees and Charges

Description	2022/2023 Charge
Room Hire (min of 2 hour booking from 01/04/2014) (Non VATable)	
Guildhall	
Casual ph - weekdays 9am- 5pm (Community Rate)	£10.30
Casual ph - weekends & evenings (Community Rate)	£21.50
Casual ph - weekdays 9am - 5pm (Commercial Rate)	£15.40
Council Chamber	
Casual ph - weekends & evenings (Commercial Rate)	£25.90
Casual ph - weekdays 9 am - 5pm (Community Rate)	£10.30
Casual ph - weekends & evenings (Community Rate)	£15.40
Casual ph - weekdays 9am - 5pm (Commercial Rate)	£15.40
Casual ph - weekends & evenings (Commercial Rate)	£18.50
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
Room Hire (min of 2 hour booking) (VATable)	
Isambard House (Station Building)	Including VAT
Casual ph - weekdays 9am- 5pm (Community Rate)	£10.00
Casual ph - weekends & evenings (Community Rate)	£15.00
Casual ph - weekdays 9am - 5pm (Commercial Rate)	£15.00
Casual ph - weekends & evenings (Commercial Rate)	£30.00
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
Other Charges (VATable)	Including VAT
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)	Including VAT
Pontoon (Berth) per metre - permanent users, charge per annum, minimum £900 (Non Commercial)	£155.00
Pontoon (Berth) per metre - permanent users, charge per annum, minimum £1,300 (Commercial)	£235.00
Visiting boats - (2 hours free);charge for 24 h (Non Commercial)	£25.00
Visiting boats - (2 hours free);charge for 24 h (Commercial)	£37.50
Visiting boats - 3 day stay (1 Day free of charge) (Non Commercial)	£50.00
Trusted boated scheme - (casual users); charge per annum	£75.00
Library Charges	Set by Cornwall Council
Replacement membership cards:	
Adult members	£1.50
Concessions, Access, Young Adult	£1.00
Under 16s	£0.50
Hire Charges:	from £0.50 to £3.00 per week
DVDs :	
Access Member limited to 2 at a time	Free
Non-fiction	Free
CDs:	£1.00
Access Member	Free
Computer games (where available)	£3.00 per week
Audiobook CDs per 3 week loan	
Adults	Free
Children	Free
Access members, housebound member and looked after children	Free
Reservations:	

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Adults and Concessionary users	£1.00 per item if placed by staff member
Online reservations	Free with a limit of 6 at any one time
Access and Housebound members	Free
Under 18s	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
Performing Arts collection:	
Vocal and Orchestral sets	no charge
Vocal and orchestral sets requested from outside Cornwall	
Vocal scores	10 Scores at £4 per month
Orchestral sets	£10.00 per set per three months
Postage charge (please note this charge may vary, ask staff for details)	£7.00 per 20 copies
Reservation charge from library authorities 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 and 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 £5.00 administration fee
Out of County Inter Library Loan Requests:	
Adults	£10.10
Concessions, Young Adults	£9.10
Children	£4.10
British library book loan request	£19.00
British Library periodical request	£13.25
British Library Loan Renewal	£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
Other library members (English and 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 plus 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 customer's own paper	£1.00
High gloss colour printing on library paper	£1.25 per sheet

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Commission rates: Requires signed agreement in place between artist and relevant Council	30%	
Additional Library Charges Merchandise Items with logo Jute Bags (Each) Coffee Mugs (Each) Writing Kits (Each)	Set by Saltash Town Council 2022/23 £1.90 £1.99 £5.99	
Activities	Price to be given on application	
Description	2022/2023	2023/2024
Allotments Grenfell Avenue pa Fairmead Road pa Churchtown pa Grenfell Avenue New Site pa Water pa	£30.00 £40.00 £40.00 £30.00 £10.00	£30.00 £45.00 £50.00 £30.00 £10.00

Notes

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