

## Saltash Town Council Fees and Charges

Description	2025/26 Charge
<b><u>Room Hire (Non VATable)</u></b>	
<b>Non VATable</b>	
<b>Guildhall</b>	
<b>(Minimum 2 hour booking)</b>	
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
Casual ph - weekends & evenings (Commercial Rate)	£25.90
<b>Council Chamber</b>	
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
<b>20% Discount for regular bookers evenings and weekends</b>	
<b>Including VAT</b>	
<b><u>Room Hire Extras (VATable)</u></b>	
Tea/coffee per cup with biscuits (Community)	£1.00
Tea/coffee per cup with biscuits (Commercial)	£1.00
<b>Including VAT</b>	
<b><u>Other Charges</u></b>	
<b>1-29 sheets (price per sheet)</b>	
Monochrome A4	£0.10
Monochrome A3	£0.20
Colour A4	£0.50
Colour A3	£1.00
<b>30 plus sheets (price per sheet)</b>	
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 per sheet
High gloss colour printing on library paper	£1.25 per sheet
<b>Including VAT</b>	
<b><u>Room Hire (VATable)</u></b>	
<b>Including VAT</b>	
<b>Isambard House (Station)</b>	
<b>(Minimum 2 hour booking)</b>	
Casual ph - weekdays, weekends and evenings (Community Rate)	£10.00
Casual ph - weekdays 9am - 5pm (Commercial Rate)	£15.00
Casual ph - weekends & evenings (Commercial Rate)	£30.00
<b>20% Discount for regular bookers evenings and weekends</b>	
<b><u>Room Hire Art Exhibitons (VATable)</u></b>	
<b>Isambard House (Station)</b>	
<b><u>Based on 6 hour day</u></b>	
<b>Saltash Based Exhibitors</b>	
Weekdays - per day + 10% commission of sales	£36.00
Weekends - per day + 10% commission of sales	£60.00
<b>Non Saltash Based Exhibitors</b>	
Weekdays - per day + 10% commission of sales	£48.00
Weekends - per day + 10% commission of sales	£72.00
<b><u>Room Hire Extras (VATable)</u></b>	
Tea/coffee per cup with biscuits (Community)	£1.00
Tea/coffee per cup with biscuits (Commercial)	£1.00

<b>Room Hire (Non VATable)</b>		<b>Non VATable</b>
<b>Maurice Huggins</b>	<b>(Minimum 2 hour booking)</b> Casual ph - weekdays 9 am - 5pm (Community Rate) Casual ph - weekends & evenings (Community Rate) <b>Not for Commercial Use</b> <b>20% Discount for regular bookers evenings and weekends</b>	£5.15 £7.70
<b>Room Hire Extras (VATable)</b>		<b>Including VAT</b>
	Tea/coffee per cup with biscuits (Community) Tea/coffee per cup with biscuits (Commercial)	£1.00 £1.00
<b>Other Charges (VATable)</b>		<b>Including VAT</b>
	Freedom of Information Charge (first 18 hours free of charge) Environmental Information Regulations 2004 (first 18 hours free of charge)	£25.00 per hour £25.00 per hour
<b>Mooring Fees (VATable)</b>		<b>Including VAT</b>
<b>Permanent Pontoon Moorings</b>	* Permanent Pontoon (Berth 1 & 6) charged per annum - Maximum length 12 metres <b>(Non Commercial)</b>  * Permanent Pontoon (Berth 1 & 6) charged per annum - Maximum length 12 metres <b>(Commercial)</b>  * Permanent Pontoon (Berth 2 - 5 & 7 - 10) charged per annum - Maximum length 7 metres <b>(Non Commercial)</b>  * Permanent Pontoon (Berth 2 - 5 & 7 - 10) charged per annum - Maximum length 7 metres <b>(Commercial)</b>  <b>Note: Longer boats maybe considered subject to prorata charges.</b> <b>Please contact Service Delivery department for more information</b>	£2,700.00  £4,080.00  £1,435.00  £2,170.00
<b>Daily Visiting</b>	Visiting boats - (30 minutes free);charge for 24 hour period <b>(Non Commercial)</b>  Visiting boats - (30 minutes free);charge for 24 hour period <b>(Commercial)</b>	£30.00  £45.00
<b>Trusted Boat Owner Scheme</b>	* Trusted Boat Owner Scheme - (casual users); charge for 12 months (1st April - 31st March)  <i>Contract includes 2 hours free stay per visit and a fob for easy access and 2 free overnight stays per 12 month period</i>  * Trusted Boat Owner Scheme (casual users); charge for 6 months (Autumn/Winter, 1st September - 31st March)  <i>Contract includes 2 hours free stay per visit and a fob for easy access and 1 free overnight stay per autumn/winter period</i>  * <b>Subject to Terms &amp; Conditions</b>	£100.00    £50.00
<b>Allotments (Non VATable)</b>		<b>Non VATable</b>
	Grenfell Avenue, charge per annum * Fairmead Road, charge per annum * Churchtown, charge per annum * Water, charge per annum (Fairmead & Churchtown only)	£40.00 £55.00 £60.00 £15.00
<b>Library Charges</b>		<b>Set by Cornwall Council</b>
<b>Replacement membership cards:</b>	Adult members Concessions, Access, Young Adult Under 16s	£1.50 £1.00 £0.50
<b>Hire Charges:</b>	DVDs : Access Member limited to 2 at a time Non-fiction	from £0.50 to £3 per week  free free

Access Member	Free
Audiobook CDs per 3 week loan	
Adults	Free
Children	Free
Access members, housebound member and looked after children	Free
<b>Reservations:</b>	
Adults and Concessionary users	Free
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
<b>Performing Arts collection:</b>	
Vocal and Orchestral sets	No charge
<b>Vocal and orchestral sets requested from outside Cornwall</b>	
Vocal scores	10 Scores at £4 per month
Orchestral sets	£10 per set per 3 months
Postage charge (please note this charge may vary, ask staff for details)	£7 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)	£12.50
<b>Out of County Inter Library Loan Requests:</b>	
Adults	£11.20
Concessions, Young Adults	£10.05
Children	£4.50
British library book loan request	£21.00
British Library periodical request	£14.70
British Library Loan Renewal	£5.65 per 3 week renewal period
<b>Use of public computers (subject to availability):</b>	
Cornwall library members	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
Access to Wi-Fi	Free
<b>Extension of time after the free period is dependent on availability and at the discretion of the library supervisor.</b>	
<b>Printing from any source:</b>	
<b>1-29 sheets (price per sheet)</b>	
Monochrome A4	£0.10
Monochrome A3	£0.20
Colour A4	£0.50
Colour A3	£1.00
<b>30 plus sheets (price per sheet)</b>	
Monochrome A4	£0.08
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<b>Commission rates:</b>	
Requires signed agreement in place between artist and relevant Council	30%
<b>Additional Library Charges</b>	<b>Set by Saltash Town Council</b>
Activities	Ticket price to be given on application