

Fees & Charges

APPENDIX 6

Service	Description of charge	Notes	Appro x.Var.	2023/24 (inc. VAT, where applicable)	2024/25 (inc. VAT, where applicable)	Net charge 2025/26	VAT Rate	Gross charge 2025/26	Gross Charge 2025/26	Notes
<b>Butchers' Hall</b>	<b>All prices exclude VAT where applicable</b>									
	<b>*Subject to 25% discount for charity/community events</b>									
Venue Hire	Day hire (9.5 hours)		3%	£407	£423	£363.33	20%	£436	£436	
	Three Day Hire Block Booking Discount (Consecutive or non consecutive hire within a 12 month period)		6%	£979	£1,018	£899.23	20%	£1,079	£1,079	
	Five Day Hire Block Booking Discount (Consecutive or non consecutive hire within a 12 month period)		3%	£1,631	£1,696	£1,453.33	20%	£1,744	£1,744	5th day free for consecutive hire
	Pop Up Day Hire entrance area only, up to and including the kitchenette)		3%	£102	£106	£90.83	20%	£109	£109	
	Pop Up Three Day Consecutive Hire entrance area only, up to and including the kitchenette)		3%	£244	£254	£218.33	20%	£262	£262	
	Pop Up Five Day Consecutive Hire entrance area only, up to and including the kitchenette)		3%	£407	£423	£363.33	20%	£436	£436	
	Additional Hourly Rate (day hire)		3%	£36	£38	£32.50	20%	£39	£39	
	Two to Five Hour Hire (per hour)		3%	£36	£38	£32.50	20%	£39	£39	
	Half Venue One Day Hire (9.5 hours)		3%	£244	£254	£218.33	20%	£262	£262	
	Wedding Receptions & Evening Functions (available under bespoke package tailored to your requirements)									
Markets & Events	Market Table Space (6ft x 2.5ft)		0%	£18	£18	£15	20%	£18	£18	
	Pitch Hire (2mx3m)		0%	£36	£36	£30	20%	£36	£36	
	Pitch (3mx3m)		5%	£40	£40	£35.00	20%	£42	£42	
	Butchers' Hall Outside Trading (2mx3m)		0%	£25	£25	£20.83	20%	£25	£25	in line with Bedford Square marquee prices
Optional Extra Hire Charges	Access to tea & coffee facilities		0%	£12	£12	£10	20%	£12	£12	
	Tea, Coffee & Biscuits (per person)		0%	£2	£2	£1.67	20%	£2	£2	
	Tea & Coffee (per person)		0%	£1.50	£1.50	£1.25	20%	£1.50	£1.50	
	Advertisement Banner (per week)		4%	£44	£46	£40	20%	£48	£48	
	Advertisement Poster (per week)		3%	£33	£34	£29.16	20%	£35	£35	
	Staging / Catwalk (available under bespoke package)						20%			
	Portable Bar (available under bespoke package)		3%	£90	£94	80.83	20%	£97	£97	
Cleaning	Cleaning charge penalty	(per hour rate)	0%	£100	£100	£83.33	20%	£100	£100	
Charity Discounts	25% discount for registered charity groups (subject to management approval)			25%	25%	25%				
Additional Charges	For any hour or part hour after a booking £36 per hour will be charged		3%	£36	£38	£32.50	20%	£39	£39	
Community Rate	community classes (as agreed by management) with no more than 35 attendees, £20 hourly rate will be applied (max of 3hr hire)		4%	£20	£25	£21.67	20%	£26	£26	increase in line with existing Town Hall rate
Corkage	Wine Per Bottle		8%	£6.50	£6.50	£5.84	20%	£7	£7	
	Fizz (Champagne / Prosecco) Per bottle		6%	£8.50	£8.50	£7.50	20%	£9	£9	
<b>Pannier Market</b>										
**Market tables space	(per table space rate)		0%	£10.50	£11	£11	Exempt	£11	£11	
**Market Hall hire	*Rate plus staffing costs		7%	£330	£350	£375	Exempt	£375	£375	
**Market Lock Up Spaces	Per month rate plus electricity/water charges		0%	£420	£440	£440	Exempt	£440	£440	To fall in line with table rents, pro rata, see above
Market Perimeter Marquees	(per day rate for 2 equivalent spaces) (Winter rate £ 10.50 per space per day)		0%	£21	£25	£25	Exempt	£25	£25	Single marquees in perimeter to be charged at Bedford Square rate
	(per calendar month rate) - for 2 equivalent spaces (Winter rate £ 210 pcm per space)		5%	£420	£420	£440	Exempt	£440	£440	To fall in line with table rate
Rear of Market Parking	(per day rate)		0%	£4	£4	£4	Exempt	£4	£4	Freeze for 2025/2026, increase to £ 4.50 2026/2027
Market Storage	Varies between £5 - £35 (no change planned)		Max 0%	£35	£35	£35	Exempt	£35	£35	10% increase on all storage facilities
Bedford Square hire	*Entire Square per day		5%	£440	£440	£462	Exempt	£462	£462	There was a 10% increase in 2023/24
	*Half Square per day		5%	£220	£220	£230	Exempt	£230	£230	There was a 10% increase in 2023/24
	*Trading space per day (3m x 3m)		0%	£25	£25	£25	Exempt	£25	£25	There was a 25% increase in 2023/24

***Bedford Square Marquees		(per day per marquee rate)	0%	£25	£25	£25	Exempt	£25	£25	£20 each thereafter if 2 or more marquees are hired
Marquee Rental (for other than TTC events)		Rate plus VAT	0%	£30	£30	£25	20.00%	£30	£30	
Farmers' Market		Day rate	0%	£275	£275	£229	20%	£275	£275	Increase to £300 (inc. VAT) 2026/2027
Bedford Square electricity charge		Day rate per trader	0%	£5	£5	£4.76	5%	£5	£5	
		Per full/half day hire	0%	£25	£25	£23.80	5%	£25	£25	Current operating model sufficient as minimal use
Tavistock Country Garden Show										
		Show Gardens	11%		£90	£100	Exempt	£100	£100	
		Pannier Market Interior	11%		£90	£100	Exempt	£100	£100	
		Pannier Market Surround	10%		£64	£70	Exempt	£70	£70	
		Bedford Square	10%		£64	£70	Exempt	£70	£70	
		Guildhall Car Park	10%		£64	£70	Exempt	£70	£70	
* Concessions for charity and community events available. 50% reduction for Marquee hire (£20) for registered charities. 20% discount for hire of entire Bedford Square for registered charities.										
*** 2 x tables supplied with marquee rental, any additional tables to be charged at £1 each										
<b>Admin Office</b>										
Chamber bookings		Per hour rate (plus VAT)	0%	£24	£24	£24	Exempt	£24	£24	Rarely 'let'
		Per day rate max 8 hours (plus VAT) - Community events	0%	£120	£120	£120	Exempt	£120	£120	Rarely 'let'
		Per day rate max 8 hours (plus VAT) - Other events (no previous differential)	0%	£144	£144	£144	Exempt	£144	£144	Rarely 'let'
* Charges not levied for community meetings where a Councillor is organising it										
<b>Works Department</b>										
Note - parishioner rates are set at 40% non parishioner rates (with the exception of commemorative benches)										
<b>Cemetery</b>										
Internments		Coffin - parishioner	5%	£226	£237	£249	Exempt	£249	£249	Parishioner rate is set at 40% of non-Parishioner rate
		Coffin - non parishioner	5%	£565	£593	£623	Exempt	£623	£623	
		Cremated remains in burial plot - parishioner	5%	£233	£245	£257	Exempt	£257	£257	Parishioner rate is set at 40% of non-Parishioner rate
		Cremated remains in burial plot - non parishioner	5%	£583	£612	£643	Exempt	£643	£643	
		Cremated remains in Garden of Rest - parishioner	5%	£233	£245	£257	Exempt	£257	£257	Parishioner rate is set at 40% of non-Parishioner rate
		Cremated remains in Garden of Rest - non parishioner	5%	£583	£612	£643	Exempt	£643	£643	
Burial plots		Standard plot (up to two burials) - parishioner	5%	£610	£641	£672	Exempt	£672	£672	Parishioner rate is set at 40% of non-Parishioner rate
		Standard plot (up to two burials) - non parishioner	5%	£1,525	£1,601	£1,681	Exempt	£1,681	£1,681	
		Child's plot - parishioner	5%	£234	£246	£258	Exempt	£258	£258	Parishioner rate is set at 40% of non-Parishioner rate
		Child's plot - non parishioner	5%	£586	£615	£646	Exempt	£646	£646	
		Garden of Rest plot - parishioner	5%	£279	£293	£307	Exempt	£307	£307	Parishioner rate is set at 40% of non-Parishioner rate
		Garden of Rest plot - non parishioner	5%	£697	£732	£769	Exempt	£769	£769	
		Grant of Right Commonwealth War Graves Commission or Ministry of Defence	0%	£0	£0	£0	Exempt	£0	£0	
Walled Graves		Standard Plot - parishioner	5%	£610	£641	£672	Exempt	£672	£672	Parishioner rate is set at 40% of non-Parishioner rate
		Standard Plot -non parishioner	5%	£1,525	£1,601	£1,681	Exempt	£1,681	£1,681	
		Child's plot - parishioner	5%	£413	£434	£456	Exempt	£456	£456	Parishioner rate is set at 40% of non-Parishioner rate
		Child's plot - non parishioner	5%	£1,033	£1,085	£1,139	Exempt	£1,139	£1,139	
Monuments, Gravestones, Tablets and Monumental Inscriptions										
Ledger		Parishioner	5%	£233	£245	£257	Exempt	£257	£257	Parishioner rate is set at 40% of non-Parishioner rate

	Non parishioner	5%	£583	£612	£643	Exempt	£643	£643	
Headstone or Scroll Book	Parishioner	5%	£233	£245	£257	Exempt	£257	£257	Parishioner rate is set at 40% of non-Parishioner rate
	Non parishioner	5%	£583	£612	£643	Exempt	£643	£643	
Kerbstones or Border Stones	Parishioner	5%	£233	£245	£257	Exempt	£257	£257	Parishioner rate is set at 40% of non-Parishioner rate
	Non parishioner	5%	£583	£612	£643	Exempt	£643	£643	
Monuments	Parishioner	5%	£62	£66	£69	Exempt	£69	£69	Parishioner rate is set at 40% of non-Parishioner rate
	Non parishioner	5%	£156	£164	£172	Exempt	£172	£172	
Tablets	Parishioner	5%	£122	£129	£135	Exempt	£135	£135	Parishioner rate is set at 40% of non-Parishioner rate
	Non parishioner	5%	£306	£321	£337	Exempt	£337	£337	
Boulders	Parishioner	5%	£126	£132	£139	Exempt	£139	£139	Parishioner rate is set at 40% of non-Parishioner rate
	Non parishioner	5%	£315	£331	£348	Exempt	£348	£348	
	Inscription - parishioner	5%	£71	£74	£78	Exempt	£78	£78	Parishioner rate is set at 40% of non-Parishioner rate
	Inscription - non parishioner	5%	£177	£186	£195	Exempt	£195	£195	
Miscellaneous	Use of Chapel - parishioner/non parishioner	5%	£89	£93	£98	Exempt	£98	£98	
	Search fees					Exempt			
	Transfer of body after faculty obtained (par/non parish)					Exempt			
	Entry of Transfer Deed - parishioner	POA				Exempt			Cost will be determined by the amount of staff time taken, and is applied at the Manager's discretion
	Entry of Transfer Deed - non parishioner	POA				Exempt			Cost will be determined by the amount of staff time taken, and is applied at the Manager's discretion
	Issue of grant of Exclusive Right of Burial - parishioner	POA				Exempt			Cost will be determined by the amount of staff time taken, and is applied at the Manager's discretion
	Issue of grant of Exclusive Right of Burial - non parish	POA				Exempt			Cost will be determined by the amount of staff time taken, and is applied at the Manager's discretion
Book of Remembrance	2 line entry - parishioner	5%	£50	£52	£55	Exempt	£55	£55	Parishioner rate is set at 40% of non-Parishioner rate
	2 line entry - non parishioner	5%	£124	£130	£137	Exempt	£137	£137	
	Additional lines - parishioner	5%	£25	£26	£28	Exempt	£28	£28	Parishioner rate is set at 40% of non-Parishioner rate
	Additional lines - non parishioner	5%	£63	£66	£69	Exempt	£69	£69	
Floral	5 line memorial entry - parishioner	5%	£198	£208	£218	Exempt	£218	£218	Parishioner rate is set at 40% of non-Parishioner rate
Emblems	5 line memorial entry - non parishioner	5%	£495	£520	£546	Exempt	£546	£546	
	8 line memorial entry - parishioner	5%	£260	£273	£287	Exempt	£287	£287	Parishioner rate is set at 40% of non-Parishioner rate
	8 line memorial entry - non parishioner	5%	£651	£684	£718	Exempt	£718	£718	
Badge/	5 line memorial entry - parishioner	5%	£198	£208	£218	Exempt	£218	£218	Parishioner rate is set at 40% of non-Parishioner rate
Crest or	5 line memorial entry - non parishioner	5%	£495	£520	£546	Exempt	£546	£546	
Shield	8 line memorial entry - parishioner	5%	£260	£273	£287	Exempt	£287	£287	Parishioner rate is set at 40% of non-Parishioner rate
	8 line memorial entry - non parishioner	5%	£651	£684	£718	Exempt	£718	£718	
Illuminated	5 line memorial entry - parishioner	5%	£215	£226	£237	Exempt	£237	£237	Parishioner rate is set at 40% of non-Parishioner rate
Capital	5 line memorial entry - non parishioner	5%	£538	£565	£593	Exempt	£593	£593	
	8 line memorial entry - parishioner	5%	£283	£297	£312	Exempt	£312	£312	Parishioner rate is set at 40% of non-Parishioner rate
	8 line memorial entry - non parishioner	5%	£707	£742	£779	Exempt	£779	£779	
Full Coat	8 line memorial entry - parishioner	5%	£307	£322	£338	Exempt	£338	£338	Parishioner rate is set at 40% of non-Parishioner rate
of Arms	8 line memorial entry - non parishioner	5%	£767	£805	£845	Exempt	£845	£845	
<b>Benches</b>	Commemorative Seats - parishioner/non parishioner (on Council land)	0%	£660	£832	£693.33	20%	£832	£832	

	Commemorative plaque on an existing bench (on Council land)	0%	£83	£105	£88	20%	£105	£105	
	Memorial Tree (on Council land)		£231	£291		20%		POA	
<b>Hire</b>	The Meadows - commercial rate per day		£250	£275		Exempt		POA	
	The Meadows - commercial rate half day		£125	£137.50		Exempt		POA	
	The Meadows - "Pop up", Classes etc. per session per day		£20	£22		Exempt		POA	
	The Guildhall Car Park - commercial rate per day		£462	£508		20%		POA	
	The Guildhall Car Park - commercial rate half day		£253	£278		20%		POA	
<b>Charges</b>	Staffing of events (i.e. Dickensian Evening) - min. charge is £19/hr Officer	27%	£17.50	£18	£19	20%	£23	£23	per hour
	Staffing of events (i.e. Dickensian Evening) - min. charge is £34/hr Manager	28%	£30	£32	£34	20%	£41	£41	per hour
	Consultancy Services (Manager's discretion)								
	NEG = negotiable								
	Play Park Inspections (for other Parish Councils) - min. charge £28/hr+VAT		POA	POA	£28	20%	£34	£34	
	5.5. tonne MEWP inc operator HALF DAY	62%	£176	£194	£261	20%	£313	£313	*Hire for MEWP has not increased, staff time has and now 2 operatives req'd on site for H&S
	5.5. tonne MEWP inc operator WHOLE DAY	70%	£286	£315	£448	20%	£538	£538	See above
	Nifty Lift inc operator HALF DAY	62%	£176	£194	£261	20%	£313	£313	
	Nifty Lift inc operator WHOLE DAY	70%	£286	£315	£448	20%	£538	£538	
	Extra operator - min. charge £19/hr	27%	£17.50	£18	£19	20%	£23	£23	per hour
<b>Equipment hire</b>	Orange crowd barriers @ £5.50 per barrier per event	0%	£5	£5.50	£4.58	20%	£5.50	£5.50	per barrier per event
	Signage e.g. 'Road Closed' £ 5.50 each per event	0%	£5	£5.50	£4.58	20%	£5.50	£5.50	per sign per event
	Correx TTRO Signage £4 per sign	0%	£3.50	£4	£3.33	20%	£4	£4	per sign
<b>Guildhall Car Park</b>	1/2 hour's parking	0%	£0.70	£0.70	£0.42	20%	£0.50	£0.50	Prior decision to increase requires change to Traffic Order
	1 hour's parking	0%	£1.30	£1.30	£0.83	20%	£1.00	£1.00	Prior decision to increase requires change to Traffic Order
	Disabled parking (pay for 1/2 hour, then get 1/2 an hour's parking free)	0%	£0.70	£0.70	£0.42	20%	£0.50	£0.50	Prior decision to increase requires change to Traffic Order
<b>Hanging Baskets</b>	Charge per basket for erection and watering (hourly rate per person)		£17.50	£18		20%		POA	

