

Schedule of fees under the Licensing Act 2003 and Pre-Application Advice Fees from 1 April 2023



Band	A	B	C	D	E
Non domestic rateable value	None to £4,300	£4,301 to £33,000	£33,001 to £87,000	£87,001 to £125,000	£125,001 plus
Premises licences*					
New application and variation	£100	£190	£315	£450	£635
Multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D and E only)	N/A	N/A	N/A	X2 (£900)	X3 (£1,905)
Annual charge *	£70	£180	£295	£320	£350
Annual charge multiplier applied to premises used exclusively or primarily for the supply of alcohol for consumption on the premises (Bands D and E only)	N/A	N/A	N/A	X2 £640	X3 £1,050
Club premises certificates					
New application and variation	£100	£190	£315	£450	£635
Annual Charge	£70	£180	£295	£320	£350

*There are additional fees for premises licence applications and annual fees for exceptionally large scale events (5,000+), unless certain conditions apply. Please read Regulation 4(4) and 4(5) of The Licensing Act 2003 (Fees) Regulations 2005

Premises under construction are charged the Band C fee

Additional fees Number in attendance at any one time	Additional Premises licence fee	Additional annual fee payable if applicable
5,000 to 9,999	£1,000	£500
10,000 to 14,999	£2,000	£1000
15,000 to 19,999	£4,000	£2,000
20,000 to 29,999	£8,000	£4,000
30,000 to 39,999	£16,000	£8,000
40,000 to 49,999	£24,000	£12,000
50,000 to 59,999	£32,000	£16,000

60,000 to 69,999	£40,000	£20,000
70,000 to 79,999	£48,000	£24,000
80,000 to 89,999	£56,000	£28,000
90,000 and over	£64,000	£32,000

Other fees

Application for the grant of a personal licence	£37
Theft, loss etc.of personal licence	£10.50
Notification of change of name or address	£10.50
Temporary event notice	£21
Theft, loss etc.of temporary event notice	£10.50
Application for a provisional statement where premises being built etc.	£315
Application for a minor variation	£89
Application for transfer of premises licence	£23
Application to vary licence to specify individual as premises supervisor	£23
Interim authority notice following death etc.of licence holder	£23
Notification of change of name or address	£10.50
Theft, loss, etc.of premises licence or summary	£10.50
Community Premises applying for the mandatory alcohol condition to be disappled	£23
Right of freeholder etc.to be notified of licensing matters	£21
Change of relevant registered address of club	£10.50
Notification of change of name or alteration of rules of club	£10.50
Theft, loss etc.of certificate or summary	£10.50

Pre-Application Advice Fees

Application Type	Without VAT	With VAT
Small Application: Up to one hour of advice regarding small licence applications, the effect of which would have a minimal environmental impact on neighbouring properties. This may include a virtual meeting. We would deal with the licensing process, guidance on plans, possible conditions, etc.	£128.17	£153.80
Medium Application: Up to 2 hours advice for medium size applications including a virtual meeting with Licensing Officer and written response advising of possible conditions.	£197.67	£237.20
Large Application: Up to 4 hours advice for large applications including virtual or site visit meeting with Licensing Officer. Option to include Environmental Health Officer and Police Licensing Officer at virtual or site meeting and written report.	£336.47	£403.76
Extra large events: 5,000 people or more- Category A - up to 7 hours advice for extra large public events includes the cost of specialist officers carrying out inspections, giving advice, providing written reports and the cost of a supervising officer monitoring any reports provided as part of this service	£534.08	£640.90
Extra large events: 5,000 people or more- Category B - up to 14 hours advice for extra large public events includes the cost of specialist officers carrying out inspections, giving advice, providing written reports and the cost of a supervising officer monitoring any reports provided as part of this service	£1,068.17	£1,281.80
Extra large events: 5,000 people or more - Category C - up to 21 hours advice for extra large public events includes the cost of specialist officers carrying out inspections, giving advice, providing written reports and the cost of a supervising officer monitoring any reports provided as part of this service	£1,601.17	£1,921.40

Fee Exemptions

This may apply to any organisation or individual that may qualify for an exemption from paying the statutory fees for a licence application, for example, educational institutes, buildings used for religious purposes, village and community halls and non-profit making charities which are being licensed for entertainment only.