

# Pre-Application Advice – Charging Schedule - April 2024

## Minor Operations

Application Type	Type of Advice	Fee	Fee (Ex VAT)	VAT
Householder	Written Advice Only	£196	£163.33	£32.67
	Written Advice after a Site Visit.	£314	£261.67	£52.33
	Written Advice after Site Visit + Follow Up meeting	£426	£355.00	£71.00
Adverts	Written Advice Only	£306	£255.00	£51.00
	Written Advice after a Site Visit.	£424	£353.33	£70.67
	Written Advice after Site Visit + Follow Up meeting	£543	£452.50	£90.50
Listed Building Consent Advice Only 1*	Written Advice Only	£218	£181.67	£36.33
	Written Advice after a Site Visit.	£336	£280.00	£56.00
	Written Advice after Site Visit + Follow Up meeting	£446	£371.67	£74.33
Change of Use (Land Only) 2*	Written Advice Only	£218	£181.67	£36.33
	Written Advice after a Site Visit.	£366	£305.00	£61.00
	Written Advice after Site Visit + Follow Up meeting	£496	£413.33	£82.67
Telecommunications (including prior approval notifications/approvals)	Written Advice Only	£227	£189.17	£37.83
	Written Advice after a Site Visit.	£345	£287.50	£57.50
	Written Advice after Site Visit + Follow Up meeting	£484	£403.33	£80.67
Shopfronts	Written Advice Only	£270	£225.00	£45.00
	Written Advice after a Site Visit.	£359	£299.17	£59.83
	Written Advice after Site Visit + Follow Up meeting	£447	£372.50	£74.50
Agricultural and Forestry development (including prior approvals/notifications)	Written Advice Only	£271	£225.83	£45.17
	Written Advice after a Site Visit.	£542	£451.67	£90.33
	Written Advice after Site Visit + Follow Up meeting	£677	£564.17	£112.83
Renewable Energy Development under 1 hectare	Written Advice Only	£196	£163.33	£32.67
	Written Advice after a Site Visit.	£314	£261.67	£52.33
	Written Advice after a Site Visit + meeting	£426	£355.00	£71.00
Renewable Energy Development over 1 hectare	Detailed Advice	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle only	£831	£692.50	£138.50
Discharge, vary or remove a condition	Detailed Written Advice Only	50% of equivalent type of development		
Engineering Operations under 0.5 hectare	Written Advice Only	£196	£163.33	£32.67
	Written Advice after a Site Visit	£314	£261.67	£52.33
Engineering Operations over 0.5 hectare	Detailed Advice	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle Only	£831	£692.50	£138.50

\*PPA – Planning Performance Agreement (Bespoke)

1\* - This is for advice regarding the submission of a Listed Building Consent Application. No advice from a Planning Officer is included. This should not be used for general Conservation Officer Advice.

2\* - This is for the Change of Use for Land Only. It does not include any building(s).

## Residential Development

Application Type	Type of Advice	Fee (inc VAT)	Fee (Ex VAT)	VAT
<b>1 new residential dwelling</b>	Written Advice Only	£293	£244.17	£48.83
	Written Advice after a Site Visit.	£366	£305.00	£61.00
	Written Advice after S/Visit + Follow Up meeting	£464	£386.67	£77.33
	Advice in Principle only	£146	£121.67	£24.33
<b>2-4 new residential dwellings</b>	Written Advice Only	£586	£488.33	£97.67
	Written Advice after a Site Visit.	£659	£549.17	£109.83
	Written Advice after S/Visit + Follow Up meeting	£781	£650.83	£130.17
	Advice in Principle only	£293	£244.17	£48.83
<b>5-9 new residential dwellings</b>	Written Advice Only	£1173	£977.50	£195.50
	Written Advice after a Site Visit.	£1319	£1099.17	£219.83
	Written Advice after S/Visit + Follow Up meeting	£1587	£1322.50	£264.50
	Advice in Principle only	£586	£488.33	£97.67
<b>10-25 new residential dwellings</b>	Written Advice Only	£2052	£1710.00	£342.00
	Written Advice after a Site Visit.	£2272	£1893.33	£378.67
	Written Advice after S/Visit + Follow Up meeting	£2406	£2005.00	£401.00
	Advice in Principle only	£1025	£854.17	£170.83
<b>26-49 new residential dwellings</b>	Detailed Advice	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle only	£1173	£977.50	£195.50
<b>50-99 new residential dwellings</b>	Detailed Advice	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle only	£1465	£1220.83	£244.17
<b>100-199 new residential dwellings</b>	Detailed Advice	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle only	£2442	£2035	£407
<b>200-499 new residential dwellings</b>	Detailed Advice	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle only	£3053	£2544.17	£508.83
<b>500+ new residential dwellings</b>	Detailed Advice	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle only	£3663	£3052.50	£610.50

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**Non-residential development.**

Application Type	Type of Advice	Fee (inc VAT)	Fee (Ex VAT)	VAT
<b>Less than 249sqm</b>	Written Advice Only	£323	£269.17	£53.83
	Written Advice after a Site Visit.	£428	£356.67	£71.33
	Written Advice after S/Visit + Follow Up meeting	£606	£505.00	£101.00
	Advice in Principle only	£156	£130.00	£26.00
<b>Between 250 – 499 sqm</b>	Written Advice Only	£586	£488.33	£97.67
	Written Advice after a Site Visit.	£659	£549.17	£109.83
	Written Advice after S/Visit + Follow Up meeting	£1001	£834.17	£166.83
	Advice in Principle only	£293	£244.17	£48.83
<b>Between 500 - 1000sqm</b>	Written Advice Only	£1173	£977.50	£195.50
	Written Advice after a Site Visit.	£1319	£1099.17	£219.83
	Written Advice after S/Visit + Follow Up meeting	£1465	£1220.83	£244.17
	Advice in Principle only	£440	£366.67	£73.33
<b>Between 1000 - 2,499sqm</b>	Detailed Written Advice with meeting and Site Visit	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle only	£586	£488.33	£97.67
<b>Between 2,500 – 4,999sqm</b>	Detailed Written Advice with meeting and Site Visit	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle only	£659	£549.17	£109.83
<b>Between 5000 – 9999 sqm</b>	Detailed Written Advice with meeting and Site Visit	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle only	£831	£692.50	£138.50
<b>Greater than 10,000sqm</b>	Detailed Written Advice with meeting and Site Visit	Bespoke service and fee agreement provided through PPA*		
	Advice in Principle only	£989	£824.17	£164.83

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<b>Service</b>	<b>PROPOSED FEE (including VAT)</b>
<b>Discretionary Work</b>	£165 per hour
<b>Technical Specialist Document Review</b>	£165 per hour
<b>Duty Planning Officer Advice</b>	Free. Refer to website for full details/limitations of service at <a href="https://www.westberks.gov.uk/contact-duty-planning-officer">https://www.westberks.gov.uk/contact-duty-planning-officer</a> .
<b>Confirmation of compliance with a S106/ compliance with a notice</b>	£150 per hour
<b>Two Strikes – Invalid submissions</b> (if an application is not validated in two successive submissions)	25% of Application fee
<b>Charging for invalid applications</b> (that have not been made valid within 28 days)	25% of Application fee
<b>Advice which is not covered by any of the above Categories</b>	£165 per hour