

## RECORD OF DECISION MADE UNDER DELEGATED AUTHORITY

### \*PART 1 – PUBLIC DOCUMENT

Any interest to declare/ or conflict and any dispensation granted [N/A]

**SERVICE DIRECTORATE:** Place and Enterprise

#### 1. **DECISION TAKEN**

To approve fees and charges for the Place and Enterprise directorates for 2024/2025

#### 2. **DECISION TAKER**

Sarah Kingsley – Service Director Place  
Steve Crowley – Service Director Enterprise

#### 3. **DATE DECISION TAKEN:**

4 March 2024

#### 4. **REASON FOR DECISION**

4.1 To set fees and charges for 2024/25 that consider the various factors set out in section 8 of this report.

#### 5. **ALTERNATIVE OPTIONS CONSIDERED**

5.1 The fees and charges that have been set are considered to be the best way of meeting the criteria set out in section 8.

#### 6. **CONSULTATION (INCLUDING THE EFFECT ON STAKEHOLDERS, PARTNERS AND THE PUBLIC)**

6.1 The relevant Executive Members have been consulted on the fees and charges for 2024/2025.

#### 7. **FORWARD PLAN**

7.1 This decision is not a key Executive decision and has therefore not been referred to in the Forward Plan.

#### 8. **BACKGROUND/ RELEVANT CONSIDERATIONS**

8.1 The Medium-Term Financial Strategy (MTFS) sets out an expectation that non-statutory fees and charges increase in line with the related cost inflation. Where fees and charges are covering the full costs of provision this then ensures that this is maintained. In other scenarios it ensures that the differentials are maintained. The setting of fees and charges will also consider impact on demand, any contractual requirements, charges set by other organisations for similar services, and other desired outcomes (e.g. encouraging positive outcomes and discouraging negative outcomes). The Council will maximise its income where possible within statutory

constraints to ensure that, as a minimum, fee charging services break-even over time and are provided with a nil cost subsidy from the taxpayer.

8.2 There are a range of fees and charges across the Place and Enterprise directorates which are agreed each year by the relevant service directors, in consultation with Executive Members. These include fees and charges for:

- Hitchin Town Hall
- North Herts Museum
- Hitchin Market
- Allotments
- Sports Pitches
- Fairs and Circuses
- Cemeteries
- Waste and recycling

8.3 The attached appendix 'Proposed Scale of Charges for 2024/25' sets out the basis on which the fees and charges have been calculated and agreed.

## **9. LEGAL IMPLICATIONS**

9.1 Constitution TOR 14.6.4 (a) (viii) provides the following General Authorisation to the Managing Director and the Service Directors for their respective service areas: "To set fees and charges in accordance with the Council's Financial Regulations and relevant policies, in consultation with the Executive Member."

9.2 Where fees and charges are set by legislation at national statutory rates, these will be applied.

## **10. FINANCIAL IMPLICATIONS**

10.1. The fees and charges have generally been increased in line with the assumptions contained within the Medium-Term Financial Strategy, and therefore reflect adjustments that have been made to the budget for 24/25. Any variations from this are in areas where the total levels of income are insignificant.

10.2. Hitchin Town Hall provides some differential pricing based on the type of organisation/ purpose of use. This has been reviewed and is compliant with the Subsidy Control Act.

## **11. RISK IMPLICATIONS**

11.1 Good Risk Management supports and enhances the decision-making process, increasing the likelihood of the Council meeting its objectives and enabling it to respond quickly and effectively to change. When taking decisions, risks and opportunities must be considered.

11.2 Demand for discretionary services can be affected by various factors, including the level of fees and charges. There is a risk about setting the fees and charges at the right level to manage demand (especially where there is limited supply) and cover costs. The reasons for setting the increases have sought to consider this risk.

## **12. EQUALITIES IMPLICATIONS**

12.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

12.2 The report and appendices highlight an increase in service charges which may exclude some on the basis of affordability however, the provision of services remains available to all. For those that are on a reduced income there are various concessionary rates that will be applied in 2024/25 and will be published at a future date. The setting of these concessionary rates will be subject to an equality impact assessment. The completion of such as assessment will assist the monitoring of positive outcomes and potential mitigation of negative ones (i.e. reduced uptake of services due to affordability) as noted at 8.1 and 11.1.

### **13. SOCIAL VALUE IMPLICATIONS**

13.1 The Social Value Act and “go local” policy do not apply to this decision.

### **14. ENVIRONMENTAL IMPLICATIONS**

14.1. There are no known Environmental impacts or requirements that apply to this report.

### **15. HUMAN RESOURCE IMPLICATIONS**

15.1 There are no human resource implications arising from this report

### **16. BACKGROUND PAPERS**

16.1 None

### **17. APPENDICES**

17.1 Appendix 1 Scale of Fees and Charges 2024/25 Cover Report

17.2 Appendix 2 Detailed Scale of Fees and Charges 2024/25

**NOTIFICATION DATE**      **22/03/2024**

#### **Signatures of Executive Members Consulted**

Signed:

Date 21/03/2024

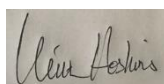


**Councillor Amy Allen**

**Executive Member for Recycling and Waste Management**

Signed:

Date 21/03/2024



**Councillor Keith Hoskins**

**Executive Member for Enterprise and Arts**



Signed:  
Date 21/03/2024

**Councillor Steve Jarvis**  
**Executive Member for Environment and Leisure**

**Signatures of Decision Takers**



Signed:  
Date 04/03/2024

**Steve Crowley**  
**Service Director Enterprise**



Signed:  
Date 04/03/2024

**Sarah Kingsley**  
**Service Director – Place**

**Please Note: that *unless urgency provisions apply* EXECUTIVE decisions cannot be implemented until 5 clear working days have elapsed after the decision has been taken to allow for scrutiny call-in.**

**Call-in does not apply to NON-EXECUTIVE DECISIONS**

# Appendix 1

## North Hertfordshire District Council

### Proposed Scale of Charges for 2024/25

#### Enclosed

1. Appendices D to I detailing all charges and comparisons

D	Markets
E	Green Space Charges (Pitches, Allotments, Fairs and Circuses, Events, Land licences charges)
F	Cemeteries
G	Waste Management
H	Museums
I	Hitchin Town Hall

The Medium-Term Financial Strategy (MTFS) sets out how the Council will increase its fees and charges. The Council will maximise its commercial income where possible within statutory constraints to ensure that, as a minimum, fee charging services break-even over time and are provided with a nil cost subsidy from the taxpayer.

These have historically been increased in line with CPI + 2%. This has been adjusted in recent years as CPI has been exceptionally high. The target is that these fees and charges should recover the full cost of provision. Costs of provision are generally likely to increase with pay inflation. Therefore, the assumption will be that prices should increase in line with pay inflation estimates. Some rounding and moderation has been included in consultation with managers of these services, to maximise usage/uptake of services and therefore income.

There are exceptions to the above increase. These are as follows:

#### **Hitchin Market**

The Hitchin Market charges have been increased to 12.1% as of September 2023. This is a contractual requirement for the charges to be increased by the September Retail Price Index excluding mortgage interest payments (RPIX). An increase regarding the management fee is no longer relevant, as the current contract with Hitchin Market Limited (HML) remains on a cost neutral basis, with no management fee commitment (however, this is reviewed every April in line with the HML contract).

The prices that are indicated within the Scale of Charges accompanying spreadsheet are maximum charges. As operators of the market, HML can take the decision not to charge the rates suggested as the RPIX is the highest rate. Also, due to the decline of traditional markets, HML are currently charging less than the maximum charges, especially on a Tuesday market in order to keep the market afloat and remain attractive to traders. HML are in the process of implementing a plan to increase their rates amongst traders within the year, depending on trade and shopping habits of the general public.

## **Waste Services**

The joint waste services prices for trade waste have predominantly increased by 5% with recycling services increasing by 6.7%, to reflect the increases in contract costs and disposal costs, but to remain competitive in the market. These prices also ensure continued alignment for the shared service with East Herts Council.

The cost of commercial waste collection service is affected by contractual costs and disposal costs. Trade waste services are a commercial activity and charges need to be increased or decreased in consideration of our competitiveness in the market and to ensure we maintain and/or increase surpluses where possible.

Bulky waste costs have been increased by 5%, this is to remain consistent with neighbouring authorities but to also not raise the cost of collection to ensure they are still affordable. Requirements from the Environment Agency continue to mean significant operational changes affecting the collection of Waste Upholstered Domestic Seating (WUDS) these continue to be collected separately. These costs continue to be passed back to the customer.

A new trade price for food waste collections has also been introduced. This is comply with the mandated collections under Similar Recycling which means the council has to introduce food waste collections for businesses and schools by March 2025. The charge for garden waste subscriptions was increased as part of 2023/24 budget setting for a one off, 18 month period.

## **Pitches**

The income from the charges for sports pitches is retained by the ground's contractor John O'Conner Grounds Maintenance Ltd to offset some of the operating costs of these facilities directly against the grounds contract costs and to manage the Council's VAT liabilities. The proposal is in line with the John O'Conner annual contract update increases of 4.8% that is identified via the RPIx indices for October 2023 as per the current contract terms and conditions.

## **Allotments**

The demand for allotments continues to be high with little or no vacancies across the District. The proposal is in line with the John O'Conner annual contract update increases of 4.8% that is identified via the RPIx indices for October 2023 as per the current contract terms and conditions. Income is retained by NHC and directly offsets the maintenance costs of providing this service.

## **Events (Including Fairs and Circuses)**

The policy for introducing charges for events, fitness groups or the hire of multi-use games was agreed at Cabinet in December 2019. Therefore, it is proposed that these charges are increased in accordance and in line with the increased costs of maintaining these facilities. The contract annual inflation percentage increase of 4.8% is to be applied as associated with the ground's maintenance contract with John O'Conner's.

## **Multi Use Games Areas**

These facilities are hired by clubs and organisations and the proposed increase of 4.8% is in line with rising energy costs associated with the provision of floodlighting and general maintenance.

## **Cemeteries**

Income for burials over 2023 - 24 has seen a below expected financial return and as such fees and charges have been updated to reflect local competition and changing trends towards cremation. The proposal is in line with the John O'Conner annual contract

update increases of 4.8% that is identified via the RPIx indices for October 2023 as per the current contract terms and conditions.

### **Museum**

Generally, museum charges have been increased by 4% and then rounded to the nearest appropriate figures. The 4% rate of growth stems from advice received from the finance team over anticipated increases in cost and is considered an appropriate figure to use in order to keep pace with cost rises. Walks and Talks have been quoted as a range given that we will need to cover a range of varying costs whilst the revised school subscription service has been frozen as it only launched in the last few months of 2023. Some other fees have been frozen due to the impact of rounding leading to greater increases last year.

### **Hitchin Town Hall**

Generally, Hitchin Town Hall fees have increased by 4% and then been rounded to the nearest appropriate figures. The 4% rate of growth stems from advice received from the finance team over anticipated increases in cost and is considered an appropriate figure to use in order to keep pace with cost rises.

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The relevant Service Directors in consultation with the Executive Members for Environment and Leisure, Recycling and Waste Management and Enterprise and Co-operative Development have considered the contents of this document and agree for charges to be increased in accordance with Appendices D – I. These charges will come into effect from 1 April 2024.

Signed 

Date 04/03/2024

**Steve Crowley**  
**Service Director Enterprise**

Signed 

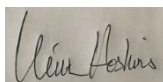
Date 04/03/2024

Sarah Kingsley  
**Service Director – Place**

Signed 


Date: 04/03/2024

Councillor Amy Allen  
**Executive Member for Recycling and Waste Management**

Signed 

Date: 04/03/2024

Councillor Keith Hoskins  
**Executive Member for Enterprise and Arts**

Signed:   
Councillor

Steve Jarvis

Date: 04/03/2024

**Executive Member for Environment and Leisure**

**APPENDIX D - NHDC MARKETS MAXIMUM CHARGES**

**Actuals 2023/2024**

Market & Day	Licenced	Casual	Corner Lic	Corner Cas	Park st	Park lge	Park E l
Hitchin Tuesday	£3.23	£4.08	£1.50	£1.61	£2.76	£5.52	£11.03
Hitchin Friday	£2.78	£3.65	£1.50	£1.61	£2.76	£5.52	£11.03
Hitchin Saturday	£4.49	£5.14	£1.50	£1.61	£2.76	£5.52	£11.03

**12.1% 12.1% Inflationary Increase for 2024-25 including RPI rate**

Market & Day	Licenced	Casual	Corner Lic	Corner Cas	Park st	Park lge	Park E l
Hitchin Tuesday	£3.62	£4.57	£1.69	£1.80	£3.09	£6.19	£12.37
Hitchin Friday	£3.12	£4.09	£1.69	£1.80	£3.09	£6.19	£12.37
Hitchin Saturday	£5.04	£5.77	£1.69	£1.80	£3.09	£6.19	£12.37

**12.1% Proposed increases for 2024-25 with some rounding for parking**

Market & Day	Licenced	Casual	Corner Lic	Corner Cas	Park st	Park lge	Park E l
Hitchin Tuesday	£3.62	£4.57	£1.69	£1.80	£ 3.10	£6.20	£12.40
Hitchin Friday	£3.12	£4.09	£1.69	£1.80	£ 3.10	£6.20	£12.40
Hitchin Saturday	£5.04	£5.77	£1.69	£1.80	£ 3.10	£6.20	£12.40

Prices are based on linear footage



## APPENDIX E - GREEN SPACE CHARGES

Activity	Fees & charges				Proposed	
	Actual 2023 - 24	RPI		2024 - 25	Rounded	
<b><u>Allotment</u></b>						
		<b>4.8%</b>				
Full plot	164.00	£	7.87	£	171.87	£ 172.00
Concessionary full plot	82.00	£	3.94	£	85.94	£ 86.00
Half plot	82.00	£	3.94	£	85.94	£ 86.00
Concessionary	41.00	£	1.97	£	42.97	£ 43.00
<b>Outdoor Recreational Facilities</b>						
<b>Charges are priced per game</b>						
<b>Football</b>						
		<b>RPIx</b>				
		<b>4.8%</b>				
Per match – Adults with use of pavilion	58.00	£	2.78	£	60.78	£ 61.00
Per match – Junior with use of pavilion	29.00	£	1.39	£	30.39	£ 30.50
Pitches only (no use of pavilion)						
Adults	39.50	£	1.90	£	41.40	£ 41.50
Juniors	20.00	£	0.96	£	20.96	£ 21.00
Training per session						
Adults (no use of pavilion)	39.50	£	1.90	£	41.40	£ 4.15
Juniors	20.00	£	0.96	£	20.96	£ 21.00
<b>Hockey (use of pavilion)</b>						
Sports provision no longer provided						
<b>Land Licence</b>						
		<b>RPIx</b>				
		<b>4.8%</b>				
Issuing of a land licence to approve an event on NHDC Land	£ 57.00	£	2.74	£	59.74	£ 60.00
<b>Businesses Using NHDC Land</b>						
Use of NHDC land for operating a business such as a fitness groups (per calendar month)	£ 120.00	£	5.76	£	125.76	£ 126.00
<b>Muga (New Charge)</b>						
		<b>RPIx</b>				
		<b>4.8%</b>				
Adults	29.50	£	1.42	£	30.92	£ 31.00
Juniors	29.50	£	1.42	£	30.92	£ 31.00
Use of Floodlights	29.50	£	1.42	£	30.92	£ 31.00
<b>Rugby (use of pavilion) King Georges</b>						
<b>Only - no longer applicable</b>						
Allocation of pitches undertaken by Hitchin Rugby Club.						
<b><u>Fairs and circuses</u></b>						
<b>are the same for organisations from in or outside North Hertfordshire.</b>						
		<b>RPIx</b>				
		<b>4.8%</b>				
Pull on day	Free				Free	
Following day, provided operations for at least one week	Free				Free	
Remaining days	£ 570.00	£	27.36	£	597.36	£ 600.00
Sundays when not in operation	£ 285.00	£	13.68	£	298.68	£ 300.00

## APPENDIX F - CEMETERIES

The fees, payments and sums set out below apply where the person to be interred or in

respect of whom the right is granted, is or immediately before his/her death was an inhabitant of the district of North Hertfordshire, or was such an inhabitant within 5 years prior to the date of their death, subject to their removal from the district being for the purpose of hospitalisation, nursing or recuperative care, or for pursuing a course for further education. In all other cases, the fees, payments and sums will be double. Those in parts 1 and 3 will not be double where the Exclusive Right of Burial was acquired at a single fee as set out in part 2.

### PART 1. INTERMENTS

The fees indicated for the various items of Part 1 include the digging of the grave and apply only when the interment is made between the hours of 9.00am and 4.00pm Monday to Friday. At all other times the costs of interments will be doubled, with the permission of the Burials Registrar.

1. For the interment in any grave of the body for which the Exclusive Right of Burial has been purchased:

I. For all persons under the age of 18 years (including stillborns)

Whose parents (or one of them) are at the time of the interment are

Inhabitants of North Hertfordshire ..... No Charge

**4.8%**

**2023 - 24**

**2023 - 247**

**RPI**

**2024 - 25**

**Proposed**

Single depth burial (5ft.) ..... £ 870.00 £ 41.76 £ 911.76 **£ 912.00**

III. A person whose age at the time of death exceeds 18 years

Double depth burial (7ft.) ..... £ 1,282.00 £ 61.54 £ 1,343.54 **£ 1,344.00**

IV. A person whose age at the time of death exceeds 18 years

Treble depth (9ft.) ..... £ 1,830.00 £ 87.84 £ 1,917.84 **£ 1,918.00**

2 An extra amount for the interment ..... £ 188.00 £ 9.02 £ 197.02 **£ 197.00**

For the interment of cremated remains in a grave or vault for which the

Exclusive Right of Burial has been purchased ..... £ 305.00 £ 14.64 £ 319.64 **£ 320.00**

### PART 2. EXCLUSIVE RIGHTS OF BURIALS IN EARTHEN GRAVES.

1. For an Exclusive Right of Burial for a period of 50 years in an

earthen grave 9 feet x 4 feet (2.75m x 1.25m) ..... £ 1,272.00 £ 61.06 £ 1,333.06 **£ 1,333.00**

2. For an Exclusive Right of Burial for a period of 50 years in an

earthen grave 2 feet by 2 feet (60m x 60m) ..... £ 424.00 £ 20.35 £ 444.35 **£ 444.00**

REQUEST TO TRANSFER THE EXCLUSIVE RIGHT OF BURIAL ..... £ 61.00 £ 2.93 £ 63.93 **£ 64.00**

### PART 3. MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS.

For a right to erect or place a memorial on a grave or vault in respect of which The Exclusive Right of Burial has been granted.

NOTE: Where the interment as in Part 1.1 the rate of Exclusive Rights will be Reduced by 50%.

1. a memorial stone including base not exceeding 3 ft.6 ins. in height. £ 476.00 £ 22.85 £ 498.85 **£ 499.00**

2. a vase of natural stone not exceeding 12 ins. In height ..... £ 170.00 £ 8.16 £ 178.16 **£ 178.00**

3. a tablet on any grave or vault  
(15 ins x 12ins ashes plots and 24 ins x 18 ins tablet sections) . £ 162.00 £ 7.78 £ 169.78 **£ 170.00**

4. a full-size kerb (where permitted) ..... £ 477.00 £ 22.90 £ 499.90 **£ 500.00**

5. a full-size kerb incorporating a headstone (where permitted) ..... £ 955.00 £ 45.84 £ 1,000.84 **£ 1,000.00**

The fees indicated include the first inscription.

For each additional inscription the fee is payable of ..... £ 73.00 £ 3.50 £ 76.50 **£ 76.50**

### SUPPLEMENTARY FEES AND CHARGES

Additional fee for use of Cemetery Chapel, Hitchin ..... £ 73.00 £ 3.50 £ 76.50 **£ 76.50**

Additional fee for use of Cemetery Chapel, Wilbury Hills ..... £ 167.00 £ 8.02 £ 175.02 **£ 175.00**

## APPENDIX F - CEMETERIES

### CHARGES FOR INSCRIPTIONS IN BOOK OF REMEMBRANCE

One, two three of four lines (per line) ..... £ 72.00 £ 3.46 £ 75.46 **£ 75.50**

Five lines ..... £ 424.00 £ 20.35 £ 444.35 **£ 444.00**

Six lines ..... £ 365.00 £ 17.52 £ 382.52 **£ 382.50**

Seven lines ..... £ 419.00 £ 20.11 £ 439.11 **£ 444.00**

Eight lines ..... £ 462.00 £ 22.18 £ 484.18 **£ 484.00**

Service badge/flower emblems ..... £ 229.00 £ 10.99 £ 239.99 **£ 240.00**

Coat of Arms (in full) ..... £ 462.00 £ 22.18 £ 484.18 **£ 484.00**

Gold initial letter ..... £ 72.00 £ 3.46 £ 75.46 **£ 75.50**

Mausoleum - £ - £ - £ - **£ -** No more niches available

FOR REQUESTS FOR GENEALOGY ..... £ 25.00 £ 1.20 £ 26.20 **£ 26.00**

**APPENDIX G WASTE MANAGEMENT**

**ALL CHARGES ARE ZERO RATED VAT**

<b>TRADE REFUSE SPECIAL COLLECTION</b>	2020/21 Actual	2021/22 Actual
<b>Description</b>	Per Hour ( or part thereof )	Per Hour ( or part thereof )
Freighter, Driver and 2 Loaders	N/A	N/A
Cage Vehicle and Driver	N/A	N/A
Additional Loaders ( Per Loader )	N/A	N/A
Extra empty at time of scheduled collection	£28.00	£28.64
Waste Disposal Charge	Per Tonne (or part thereof) <b>Estimated</b> £140.00	Per Tonne (or part thereof) <b>Estimated</b> £143.22

<b>SPECIAL COLLECTION BULKY HOUSEHOLD WASTE</b>	2020/21 Actual	2021/22 Actual
<b>Description</b>		
Small load up to 3 cubic metres	£73.00	£74.68
Medium load up to 6 cubic metres	£106.00	£108.44
Large load up to 9 cubic metres	£160.00	£163.68
Per Collection (6 items) - non - WUDS*** ( No VAT )	£45.00	£46.04
Per Collection (6 items) - WUDS*** ( No VAT )		
Per item there after	£12.50	£12.79
Individual WEEE Item	£41.50	£42.45

<b>TRADE REFUSE CHARGES</b>	2020/21 Actual Unit Rate	2021/22 Actual Unit Rate
<b>Description</b>		
140 Litre Container Per Collection	£5.50	£5.63
240 Litre Container Per Collection	£9.00	£9.21
360 Litre Container Per Collection	£10.00	£10.23
660 Litre Container Per Collection	£16.00	£17.39
1100 Litre Container Per Collection	£20.00	£21.78
Trade Sacks per 50	£120.00	£122.76

<b>*COMMERCIAL DISCOUNTED (e.g. Charities) *CHARGEABLE HOUSEHOLD</b>	2020/21 Actual Unit Rate	2021/22 Actual Unit Rate
<b>Description</b>		
240 Litre Container Per Collection	£8.00	£8.18
360 Litre Container Per Collection	£8.85	£9.05
660 Litre Container Per Collection	£14.20	£14.53
1100 Litre Container Per Collection	£17.50	£17.90
Trade Sacks per 50	£112.00	£114.58

<b>*CHARGEABLE HOUSEHOLD (NDC)** (e.g. schools)</b>	2020/21 Actual Unit Rate	2021/22 Actual Unit Rate
<b>Description</b>		
140 Litre Container Per Collection	£4.90	£5.63
240 Litre Container Per Collection	£4.90	£6.76
360 Litre Container Per Collection	£8.25	£8.44
660 Litre Container Per Collection	£11.65	£12.36
1100 Litre Container Per Collection	£15.00	£15.35
Trade Sacks per 50	£112.00	£114.58

\*Legislative changes in 2012 changed how local authorities can charge for waste collections. The description of charging options has therefore been changed to reflect this.

\*\* No Disposal Charge

\*\*\* WUDS - means Waste Upholstered Domestic Seating

<b>COMMINGLED CHARGES</b>	2020/21 Actual Unit Rate	2021/22 Actual Unit Rate
<b>Description</b>		
180 Litre Container Per Collection	£2.00	£2.05
240 Litre Container Per Collection	£3.00	£3.07
360 Litre Container Per Collection	£4.60	£4.71
660 Litre Container Per Collection	£7.25	£7.42
1100 Litre Container Per Collection	£9.20	£9.41
Box	£1.40	£1.43

<b>PAPER CHARGES</b>	2020/21 Actual Unit Rate	2021/22 Actual Unit Rate
<b>Description</b>		
180 Litre Container Per Collection	£2.00	£2.05
240 Litre Container Per Collection	£3.60	£3.68
360 Litre Container Per Collection	£4.70	£4.81
Box	£1.10	£1.13

<b>Garden Waste</b>	2020/21 Actual Unit Rate	2021/22 Actual Unit Rate
<b>Description</b>		
240 Litre Container	£40.00	£40.00
240 Litre Container (Concession)	£20.00	£20.00

^ Subscription year 18 months reverting to 12 months from April 2025

<b>Food waste commercial</b>	
23 litre	
140 litre	

APPENDIX H - MUSEUM SERVICES CHARGES	
23/24 Charge	24/25 Charge
Talks and walks	
£65*	£6 - £10 per person for programmed walks and talks. £65* for bespoke sessions
*Plus transport at £0.70 per mile outside NHDC	*Plus transport at £0.70 per mile outside NHDC
Terrace Gallery Room Hire	
See Hitchin Town Hall (Section I)	See Hitchin Town Hall (Section I)
See Hitchin Town Hall (Section I)	See Hitchin Town Hall (Section I)
See Hitchin Town Hall (Section I)	See Hitchin Town Hall (Section I)
Arches Gallery Exhibition Space Hire	
£85 per month	£85 per month
Workshop/Event Charges	
These vary depending on course	These vary depending on course
Reminiscence Boxes	
£40 for 2 weeks	£42 for 2 weeks
£30 for additional box	£32 for additional box
£65 for care home guided session	£65 for care home guided session
Research Fees	
£50 per hour	£50 per hour
Education Service Subscription (This service runs from September to August and the below are fees charged up to Aug 24)	
NHDC Schools (per pupil): £1.00	NHDC Primary Schools (per pupil): £1.00
Other Schools (per pupil): £1.20*	Other Primary Schools (per pupil): £1.20*
Min. Charge (ex. Transport): £70	Min. Charge (ex. Transport): £70
	Extra Sessions at £90 per session
	Secondary Schools pay £70 flat rate for loans only
*Transport charged at £0.70 per mile outside NHDC	*Transport charged at £0.70 per mile outside NHDC
Archaeology Service (costs in line with county wide fees)	
In line with county wide fees	In line with county wide fees
Publication/reproduction	
By enquiry	By enquiry

**APPENDIX I - HITCHIN TOWN HALL**

Proposed rates for 2024/25

Charges are based on hourly rates

<b>Mountford Hall</b>	
<b>Community Rates</b>	<b>Standard Rates</b>
Mon – Thu 'Super Off-Peak' 9am to 5pm	Mon – Thu 'Super Off-Peak' 9am to 5pm
<i>£58 per hour</i>	<i>£73 per hour</i>
Mon – Thu 'Off Peak' (up to midnight) *	Mon - Thu 'Off Peak' (up to midnight)*
<i>£63 per hour</i>	<i>£78 per hour</i>
Friday to Sunday 'Peak' 9am to Midnight	Friday to Sunday 'Peak' 9am to Midnight
<i>£78 per hour</i>	<i>£99 per hour</i>

\*Please note peak rates will also apply for early morning use.

\*\* all off peak and peak rate hire must be for a minimum of 3 hours.

<b>Lucas Room</b>	
<b>Community Rates</b>	<b>Standard Rates</b>
Mon - Thu 'Super Off-Peak' 9am to 5pm	Mon – Thu 'Super Off-Peak' 9am to 5pm
<i>£26 per hour</i>	<i>£29 per hour</i>
Mon - Thu 'Off Peak' (up to midnight)*	Mon - Thu 'Off Peak' (up to midnight)*
<i>£32 per hour</i>	<i>£36 per hour</i>
Friday to Sunday 'Peak' 9am to Midnight	Friday to Sunday 'Peak' 9am to Midnight
<i>£36 per hour</i>	<i>£42 per hour</i>

\*Please note peak rates will also apply for early morning use

\*\* all off peak and peak rate hire must be for a minimum of 3 hours.

<b>Terrace Gallery</b>	
<b>Community Rates</b>	<b>Standard Rates</b>
Mon – Sunday 9am to 5pm	Mon - Sunday 9am to 5pm
<i>Space Not Available (Museum Open)</i>	<i>Space Not Available (Museum Open)</i>
Mon – Thu 'Off Peak' (up to 11pm)*	Mon – Thu 'Off Peak' (up to 11pm)*
<i>£63 per hour</i>	<i>£78 per hour</i>
Friday to Sunday 'Peak' 5pm-11pm	Friday to Sunday 'Peak' 5pm – 11pm
<i>£78 per hour</i>	<i>£94 per hour</i>

\*Please note peak rates will also apply for early morning use

\*\* all off peak and peak rate hire must be for a minimum of 3 hours.

**Learning Centre**