Appendix 6

Fees & Charges

Service	Product Code	Description of charge	Notes	Gross charge 2026/27	VAT Rate	Approx.Var.	Net 2027/28	Vat 2027/28	Proposed Gross charge 2027/28	Final Gross Charge 2027/28 TBA	Notes 26/27	Notes 27/28
Cemetery												
Note - parishioner rates are set at 40% non parishioner rates (with the exception of commemorative benches)												
	Cemetery											
		Interments	Coffin - parishioner	£262	Exempt	5%	£275	£0	£275	£275	Parishioner rate is set at 40% of non-Parishioner rate	
			Coffin - non parishioner	£654	Exempt	5%	£687	£0	£687	£687		
			Cremated remains in burial plot - parishioner	£270	Exempt	5%	£284	£0	£284	£284	Parishioner rate is set at 40% of non-Parishioner rate	
			Cremated remains in burial plot - non parishioner	£675	Exempt	5%	£709	£0	£709	£709		
			Cremated remains in Garden of Rest - parishioner	£270	Exempt	5%	£284	£0	£284	£284	Parishioner rate is set at 40% of non-Parishioner rate	
			Cremated remains in Garden of Rest - non parishioner	£675	Exempt	5%	£709	£0	£709	£709		
		Burial plots	Standard plot (up to two burials) - parishioner	£706	Exempt	5%	£741	£0	£741	£741	Parishioner rate is set at 40% of non-Parishioner rate	
			Standard plot (up to two burials) - non parishioner	£1,765	Exempt	5%	£1,853	£0	£1,853	£1,853		
			Child's plot - parishioner	£271	Exempt	5%	£285	£0	£285	£285	Parishioner rate is set at 40% of non-Parishioner rate	
			Child's plot - non parishioner	£678	Exempt	5%	£712	£0	£712	£712		
			Garden of Rest plot - parishioner	£323	Exempt	5%	£339	£0	£339	£339	Parishioner rate is set at 40% of non-Parishioner rate	
			Garden of Rest plot - non parishioner	£807	Exempt	5%	£847	£0	£847	£847		
			Grant of Right Commonwealth War Graves Commission	£0	Exempt		£0	£0	£0	£0		
			or Ministry of Defence									
		Walled Graves	Standard Plot - parishioner	£706	Exempt	5%	£741	£0	£741	£741	Parishioner rate is set at 40% of non-Parishioner rate	
			Standard Plot -non parishioner	£1,765	Exempt	5%	£1,853	£0	£1,853	£1,853		
			Child's plot - parishioner	£478	Exempt	5%	£502	£0	£502	£502	Parishioner rate is set at 40% of non-Parishioner rate	
			Child's plot - non parishioner	£1,196	Exempt	5%	£1,256	£0	£1,256	£1,256		
		Monuments, Gravestones, Tablets and Monumental Inscriptions										
		Ledger	Parishioner	£270	Exempt	5%	£284	£0	£284	£284	Parishioner rate is set at 40% of non-Parishioner rate	
			Non parishioner	£675	Exempt	5%	£709	£0	£709	£709		
		Headstone or Scroll Book	Parishioner	£270	Exempt	5%	£284	£0	£284	£284	Parishioner rate is set at 40% of non-Parishioner rate	
			Non parishioner	£675	Exempt	5%	£709	£0	£709	£709		
		Kerbstones or Border Stones	Parishioner	£270	Exempt	5%	£284	£0	£284	£284	Parishioner rate is set at 40% of non-Parishioner rate	
			Non parishioner	£675	Exempt	5%	£709	£0	£709	£709		
		Monuments	Parishioner	£72	Exempt	5%	£76	£0	£76	£76	Parishioner rate is set at 40% of non-Parishioner rate	
			Non parishioner	£181	Exempt	5%	£190	£0	£190	£190		
		Tablets	Parishioner	£142	Exempt	5%	£149	£0	£149	£149	Parishioner rate is set at 40% of non-Parishioner rate	
			Non parishioner	£354	Exempt	5%	£372	£0	£372	£372		
		Boulders	Parishioner	£146	Exempt	5%	£153	£0	£153	£153	Parishioner rate is set at 40% of non-Parishioner rate	
			Non parishioner	£365	Exempt	5%	£383	£0	£383	£383		
			Inscription - parishioner	£82	Exempt	5%	£86	£0	£86	£86	Parishioner rate is set at 40% of non-Parishioner rate	
			Inscription - non parishioner	£205	Exempt	5%	£215	£0	£215	£215		
									£43	£43		
		Miscellaneous	Use of Chapel - parishioner/non parishioner	£103	Exempt	5%	£108	£0	£108	£108		
			Search fees		Exempt				POA	POA		
			Transfer of body after faculty obtained (par/non parish)		Exempt				POA	POA		
			Entry of Transfer Deed - parishioner		Exempt	POA			POA	POA	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		Exempt	POA			POA	POA	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		Exempt	POA			POA	POA	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		Exempt	POA			POA	POA	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	£58	Exempt	5%	£61	£0	£61	£61	Parishioner rate is set at 40% of non-Parishioner rate	
			2 line entry - non parishioner	£144	Exempt	5%	£151	£0	£151	£151		
			Additional lines - parishioner	£29	Exempt	5%	£30	£0	£30	£30	Parishioner rate is set at 40% of non-Parishioner rate	
			Additional lines - non parishioner	£72	Exempt	5%	£76	£0	£76	£76		
										£0		
			5 line memorial entry - parishioner	£229	Exempt	5%	£241	£0	£241	£241	Parishioner rate is set at 40% of non-Parishioner rate	
			5 line memorial entry - non parishioner	£573	Exempt	5%	£602	£0	£602	£602		
			8 line memorial entry - parishioner	£302	Exempt	5%	£317	£0	£317	£317	Parishioner rate is set at 40% of non-Parishioner rate	
			8 line memorial entry - non parishioner	£754	Exempt	5%	£792	£0	£792	£792		
			5 line memorial entry - parishioner	£229	Exempt	5%	£241	£0	£241	£241	Parishioner rate is set at 40% of non-Parishioner rate	
			5 line memorial entry - non parishioner	£573	Exempt	5%	£602	£0	£602	£602		
			8 line memorial entry - parishioner	£302	Exempt	5%	£317	£0	£317	£317	Parishioner rate is set at 40% of non-Parishioner rate	
			8 line memorial entry - non parishioner	£754	Exempt	5%	£792	£0	£792	£792		
			5 line memorial entry - parishioner	£249	Exempt	5%	£262	£0	£262	£262	Parishioner rate is set at 40% of non-Parishioner rate	
			5 line memorial entry - non parishioner	£623	Exempt	5%	£654	£0	£654	£654		
			8 line memorial entry - parishioner	£327	Exempt	5%	£344	£0	£344	£344	Parishioner rate is set at 40% of non-Parishioner rate	
			8 line memorial entry - non parishioner	£818	Exempt	5%	£859	£0	£859	£859		
										£0		
			8 line memorial entry - parishioner	£355	Exempt	5%	£373	£0	£373	£373	Parishioner rate is set at 40% of non-Parishioner rate	
			8 line memorial entry - non parishioner	£887	Exempt	5%	£931	£0	£931	£931		

Fees & Charges

Service	Product Code	Description of charge	Notes		Gross charge 2026/27	VAT Rate	*Approx.Var.*	Net 2027/28	Vat 2027/28	Proposed Gross charge 2027/28	Final Gross Charge 2027/28 TBA	Notes 26/27	Notes 27/28
Works Department													
	Manual invoice raised	**Benches**	Commemorative Seats - parishioner/non parishioner (on Council land)		£874	20%	0%	£728	£ 145.67	£874.00	£874.00		No Increase
			Commemorative plaque on an existing bench (on Council land)		£110	20%	0%	£92	£ 18.33	£110.00	£110.00		
			Memorial Tree (on Council land)			20%		£0	£ -				
	STAFF COSTS - DEPOT/ES	Charges	Staffing of events (i.e. Dickensian Evening) - min. charge is £25/hr Officer		£25.00	20%	12%	£23	£ 4.67	£28.00	£28.00	per hour	10% Increase
	STAFF COSTS - DO		Staffing of events (i.e. Dickensian Evening) - min. charge is £44/hr Manager		£44.00	20%	9%	£40	£ 8.00	£48.00	£48.00	per hour	10% Increase
			Consultancy Services (Manager's discretion)										
	DEPMEWP		5.5. tonne MEWP inc operator HALF DAY		£345.00	20%	10%	£317	£ 63.33	£380.00	£380.00	*Hire for MEWP has not increased, staff time has and now 2 operatives req'd on site for H&S	10% Increase
	DEPMEWP FULL DAY		5.5. tonne MEWP inc operator WHOLE DAY		£591.00	20%	10%	£542	£ 108.33	£650.00	£650.00	See above	10% Increase
	DEPMEWP		Nifty Lift inc operator HALF DAY		£345.00	20%	10%	£317	£ 63.33	£380.00	£380.00		10% Increase
	DEPMEWP FULL DAY		Nifty Lift inc operator WHOLE DAY		£591.00	20%	10%	£542	£ 108.33	£650.00	£650.00		10% Increase
	STAFF COSTS - DEPOT/ES		Extra operator - min. charge £19/hr		£25.00	20%	12%	£23	£ 4.67	£28.00	£28.00	per hour	10% Increase
	DEP EQP HIRE	Equipment hire	Orange crowd barriers @ £5.50 per barrier per event		£5.50	20%	9%	£5	£ 1.00	£6.00	£6.00	per barrier per event	
	DEP EQP HIRE		Signage e.g. 'Road Closed' £ 5.50 each per event		£5.50	20%	9%	£5	£ 1.00	£6.00	£6.00	per sign per event	
	DEP EQP HIRE		Correx TTRO Signage £4 per sign		£6.00	20%	17%	£6	£ 1.17	£7.00	£7.00	per sign	
	Cashbook receipt	Guildhall Car Park	1/2 hour's parking		£1.00	20%	-100%	£0	£ -				
	Cashbook receipt		1 hour's parking		£1.50	20%	-100%	£0	£ -				
	Cashbook receipt		Disabled parking (pay for 1/2 hour, get one hour's parking)		£1.00	20%	-100%	£0	£ -				
		Hanging Baskets	Charge per basket for erection and watering (hourly rate per person)		POA	20%				POA	POA		
		Goose Fair Park & Ride Sites											
		Yelverton		Adult	£3.00	0%	17%			£3.50	£3.50		50p increase
				Child	£1.00	0%	50%			£1.50	£1.50		50p increase
		Gulworthy		Adult	£3.00	0%	17%			£3.50	£3.50		50p increase
				Child	£1.00		50%			£1.50	£1.50		50p increase
		Whitchurch Down		Adult	£3.00	0%	17%			£3.50	£3.50		50p increase
				Child	£1.00		50%			£1.50	£1.50		50p increase

Fees & Charges

Service	Product Code	Description of charge		Gross charge 2026/27	VAT Rate	*Approx.Var.*	Net 2027/28	Vat 2027/28	Proposed Gross charge 2027/28	Final Gross Charge 2027/28 TBA	Notes 26/27	Notes 26/27
Admin Office												
		Chamber bookings	Per hour rate (plus VAT)	£24	Exempt	0%	£24	0%	£24	£24.00	Rarely 'let'	Rarely 'let'
			Per day rate max 8 hours (plus VAT) - Community events	£120	Exempt	0%	£120	0%	£120	£120.00	Rarely 'let'	Rarely 'let'
	C.CH PER DAY OTHER		Per day rate max 8 hours (plus VAT) - Other events (no previous differential)	£144	Exempt	0%	£144	0%	£144	£144.00	Rarely 'let'	Rarely 'let'
* Charges not levied for community meetings where a Councillor is organising it												

Fees & Charges

Service	Product Code	Description of charge	Notes	Gross charge 2026/27	VAT Rate	Approx. Var.	Net 2027/28	Vat 2027/28	Proposed Gross charge 2027/28	Final Gross Charge 2027/28 TBA	Notes 26/27	Notes 27/28
Pannier Market												
Market tables space	Cashbook Recpts	(per table space rate)		£11.50	Exempt	0%	£11.50	£ -	£11.50	£11.50	Agreed to freeze for year 2027/2028	Fee frozen as agreed
Market Hall hire	PM DAY HIRE	*Rate plus staffing costs		£400.00	Exempt	0%	£400.00	£ -	£400.00	£400.00	6.6% Increase last year (No Increase)	Only one hirer, keep the same
Market Lock Up Spaces	PM3	Per month rate plus electricity/water charges		£460.00	Exempt	0%	£460.00	£ -	£460.00	£460.00	To fall in line with table rents, pro rata, see above. Will come into effect when leases are renewed	To fall in line with table rents, pro rata, see above. Will come into effect when leases are renewed
Market Perimeter Marquees	PM MARQUEE SPACE	(per day rate for 2 equivalent spaces) (Winter rate £ ??? per space per day)		£25.00	Exempt	0%	£25.00	£ -	£25.00	£25.00	Single marquees in perimeter to be charged at Bedford Square rate	Keep the same
	PM OUTSIDE TRDING S	(per calendar month rate) - for 2 equivalent spaces (Winter rate £ 210 pcm per space)		£440.00	Exempt	5%	£460.00	£ -	£460.00	£460.00	rate in line with table increase.	Increase in line with table rent
Rear of Market Parking	Cashbook Recpts	(per day rate)		£4.50	Exempt	11%	£5.00	£ -	£5.00	£5.00	Freeze for 2025/2026, increase to £ 4.50 2026/2027	Increase to £5
Market Storage	PM STORAGE	Varies between £5 - £35 (no change planned)	Max	£35.00	Exempt	25%	£43.75	£ -	£43.75	£43.75	To be reviewed next financial year.	25% Increas across all storage units
Bedford Square hire	BS FULL DAY	*Entire Square per day		£485.00	Exempt	5%	£509.25	£ -	£509.25	£509.25	5% Increase	5% Increase
	BS HALF DAY	*Half Square per day		£242.50	Exempt	5%	£254.63	£ -	£254.63	£254.63	5% Increase	5% Increase
	BS	*Trading space per day (3m x 3m)		£25.00	Exempt	0%	£25.00	£ -	£25.00	£25.00	There was a 25% increase in 2023/24	No Increase
***Bedford Square Marquees	BS	(per day per marquee rate)		£25.00	Exempt	0%	£25.00	£ -	£25.00	£25.00	£20 each thereafter if 2 or more marquees are hired	Discounted amount to remain
Marquee Rental (for other than TTC events)	MARQUEE HIRE	Rate plus VAT		£30.00	20.00%	0%	£25.00	£ 5.00	£30.00	£30.00	No Change	No Change
		General Waste Disposal (subject to availablity)		£0.00	£0				£25.00	£25.00		New change for event waste disposal
Farmers' Market	FARMERS MARKET	Day rate		£300.00	20%	5%	£262.50	£ 52.50	£315.00	£315.00	Increase to £300 (inc. VAT) 2026/2027 (To be reviewed)	5% Increase
Bedford Square electricity charge	BS ELECTRICITY	Day rate per trader		£5.00	5%	0%	£4.76	£ 0.24	£5.00	£5.00	Current operating model sufficient as minimal use	No Increase
	BS ELEC DAY HIRE	Per full/half day hire		£25.00	5%	0%	£23.81	£ 1.19	£25.00	£25.00	Current operating model sufficient as minimal use	No Increase
Tavistock Country Garden Show												
	Cashbook Recpts	Show Gardens	Each	£99.00	Exempt	0%	£99.00	0%	£99.00	£99.00	No Change, increased last finacial year.	No Increase
	Cashbook Recpts	Pannier Market Interior	Each pitch	£99.00	Exempt	0%	£99.00	0%	£99.00	£99.00	No Change, increased last finacial year.	No Increase
	Cashbook Recpts	Pannier Market Surround	Each pitch	£70.00	Exempt	0%	£70.00	0%	£70.00	£70.00	No Change, increased last finacial year.	No Increase
	Cashbook Recpts	Bedford Square	Each pitch	£70.00	20%	0%	£70.00	0%	£70.00	£70.00	No Change, increased last finacial year.	No Increase
	Cashbook Recpts	Guildhall Car Park	Each pitch	£70.00	20%	0%	£70.00	0%	£70.00	£70.00	No Change, increased last finacial year.	No Increase

* 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

Fees & Charges

Service	Product Code	Description of charge	Notes	Gross charge 2026/27	VAT Rate	*Approx.Var.*	Net 2027/28	Vat 2027/28	Proposed Gross charge 2027/28	Final Gross Charge 2027/28 TBA	Notes 26/27	Notes 26/27
Other outside spaces												
	MEADOWS	**Hire**	The Meadows - commercial rate per day	£ 275.00	Exempt	9%	£ 300.00	£ -	£300.00	£300.00		
	MEDOWS 1/2 DAY		The Meadows - commercial rate half day	£ 127.50	Exempt	18%	£ 150.00	£ -	£150.00	£150.00		
			The Meadows - "Pop up", Classes etc. per session per day	POA	Exempt		£ -	£ -				
	GUILDHALL DAY RATE	**Hire**	The Guildhall Car Park - commercial rate per day	£ 508.00	20%	0%	£ 423.33	£ 84.67	£508.00	£508.00		
	GUILDHALL CAR PARK		The Guildhall Car Park - commercial rate half day	£ 278.00	20%	0%	£ 231.67	£ 46.33	£278.00	£278.00		
	GH BAR PITCH		Guildhall car park - Bar pitch	£ 72.00	20%	0%	£ 60.00	£ 12.00	£72.00	£72.00		

Service	Product Code	Description of charge	Gross charge 2026/27	VAT Rate	*Approx.Var.*	Net 2027/28	Vat 2027/28	Proposed Gross charge 2027/28	Final Gross Charge 2027/28 TBA	Notes 26/27	Notes 26/27
Butchers' Hall		**All prices exclude VAT where applicable**									
		***Subject to 25% discount for charity/community events**									
Venue Hire	BH 1 DAY	Day hire (9.5 hours)	£449.00	20%	3%	£374.17	£ 74.83	£449.00	£449.00	Increase by 3% for 2026/27	
	BH 3 DAY	Three Consecutive Day Hire Block Booking Discount	£1,111.00	20%	3%	£925.83	£ 185.17	£1,111.00	£1,111.00	Increase by 3% for 2026/27	
	BH 5 DAY	Five Consecutive Day Hire Block Booking Discount	£1,796.00	20%	3%	£1,496.67	£ 299.33	£1,796.00	£1,796.00	5th day free for consecutive hire	
	BH POP UP 1 DAY	Pop Up Day Hire entrance area only, up to and including the kitchenette)	£112.00	20%	3%	£93.33	£ 18.67	£112.00	£112.00	Increase by 3% for 2026/27	
	BH POP UP 3 DAY	Pop Up Three Consecutive Day Hire entrance area only, up to and including the kitchenette)	£270.00	20%	3%	£225.00	£ 45.00	£270.00	£270.00	Increase by 3% for 2026/27	
	BH POP UP 5 DAY	Pop Up Five Consecutive Day Hire entrance area only, up to and including the kitchenette)	£449.00	20%	3%	£374.17	£ 74.83	£449.00	£449.00	Increase by 3% for 2026/27	
	BH ADD HOUR	Additional Hourly Rate (day hire)	£40.00	20%	3%	£33.33	£ 6.67	£40.00	£40.00	Increase by 3% for 2026/27	
	BH ADD HOUR	Two to Five Hour Hire (per hour)	£40.00	20%	3%	£33.33	£ 6.67	£40.00	£40.00	Increase by 3% for 2026/27	
	BH 1 DAY 1/2	Half Venue One Day Hire (9.5 hours)	£270.00	20%	3%	£225.00	£ 45.00	£270.00	£270.00	Increase by 3% for 2026/27	
		Wedding Receptions & Evening Functions (available under bespoke package tailored to your requirements)									
Markets & Events	BH TRADING SPACE	Market Table Space (6ft x 2.5ft)	£18.00	20%	0%	£15.00	£ 3.00	£18.00	£18.00	No Increase for 2026/27	
	BH TRADING SPACE 2X3	Pitch Hire (2mx3m)	£36.00	20%	0%	£30.00	£ 6.00	£36.00	£36.00	No Increase for 2026/27	
	BH OUTSIDE TRADING	Butchers' Hall Outside Trading (2mx3m)	£25.00	20%	0%	£20.83	£ 4.17	£25.00	£25.00	In line with Bedford Square marquee prices	
Optional Extra Hire Charges	BH CATERING FACILITY	Access to tea & coffee facilities	£12.00	20%	0%	£10.00	£ 2.00	£12.00	£12.00	No Increase for 2026/27	
	BH TEA, COFFEE & BIS	Tea, Coffee & Biscuits (per person)	£2.00	20%	0%	£1.67	£ 0.33	£2.00	£2.00	No Increase for 2026/27	
	BH TEA& COFFEE	Tea & Coffee (per person)	£1.50	20%	0%	£1.25	£ 0.25	£1.50	£1.50	No Increase for 2026/27	
	PROMOB	Advertisement Banner (per week)	£48.00	20%	0%	£40.00	£ 8.00	£48.00	£48.00	No Increase for 2026/27	
	PROMOP	Advertisement Poster (per week)	£35.00	20%	0%	£29.17	£ 5.83	£35.00	£35.00	No Increase for 2026/27	
Cleaning	PENALTY CHG	Cleaning charge penalty (per hour rate)	£100.00	20%	0%	£83.33	£ 16.67	£100.00	£100.00	No Increase for 2026/27	
Charity Discounts		25% discount for registered charity groups (subject to management approval)									
Additional Charges	ADD	For any hour or part hour after a booking £36 per hour will be charged	£40.00	20%	3%	£33.33	£ 6.67	£40.00	£40.00	Increase by 3% for 2026/27	
Community Rate	BH COMMUNITY EVENT	community classes (as agreed by management) with no more than 35 attendees, £27 hourly rate will be applied (max of 3hr hire)	£27.00	20%	4%	£22.50	£ 4.50	£27.00	£27.00	increase in line with existing Town Hall rate	
Corkage	CORKW	Wine Per Bottle	£8.00	20%	14%	£6.67	£ 1.33	£8.00	£8.00	Increase by 14% for 2026/27	
	CORKC	Fizz (Champagne / Prosecco) Per bottle	£10.00	20%	11%	£8.33	£ 1.67	£10.00	£10.00	Increase by 11% for 2026/27	

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Town Hall			**All prices include VAT**									
			***Subject to 25% discount for charity/community events**									
Main Hall bookings	TH MH WEDDING RECEPT	Receptions	Hours from 10am - midnight (bar closes at 11pm)	£689.00	Exempt	5%	£723.00	£ -	£723.00	£723.00	Increase by 5% for 2026/27	
	TH MH DINNER DANCE	*Dinner Dances/Galas	Hours from 10am - midnight (bar closes at 11pm)	£459.00	Exempt	5%	£482.00	£ -	£482.00	£482.00	Increase by 5% for 2026/27	
	MHCIVIL	Civil Ceremonies and Civil Partnerships	Up to 3 hours	£319.00	Exempt	0%	£319.00	£ -	£319.00	£319.00	Increase by 5% for 2026/27	
	TH MH HALF DAY	*Exhibitions/Sales/Conferences	Half day (max 6 hours)	£177.00	Exempt	5%	£186.00	£ -	£186.00	£186.00	Increase by 10% for 2026/27	
	TH MH FULL DAY	*Exhibitions/Sales/Conferences	Full day (max 9.5 hours)	£320.00	Exempt	5%	£336.00	£ -	£336.00	£336.00	Increase by 10% for 2026/27	
		N.B. If any of the above events have TTC ticket sales then VAT will be charged at 20%		n/a					n/a	n/a		
		B/Hols Additional staff costs may be charged		n/a					n/a	n/a		
	TH MH WEDDING RECEPT	Wedding Ceremony and Receptions		£689.00	Exempt	5%	£723.00	£ -	£723.00	£723.00	Increase by 5% for 2026/27	
	TH MH CEREMONY	1 hour charge for the wedding ceremony		£46.80	20.00%	5%	£40.83	£ 8.17	£49.00	£49.00		
	KITA	Kitchen Hire (all facilities): Wedding Receptions, Dinner Dances, Gala Dinners (per head charge)		£4.00	20.00%	0%	£3.33	£ 0.67	£4.00	£4.00	No Increase for 2026/27	
	KITB	Basic kitchen hire (for light refreshments): Conferences, Sales Fayres, Performances etc.		£61.00	20.00%	5%	£53.33	£ 10.67	£64.00	£64.00	Increase by 5% for 2026/27	
	KITD	Kitchen Hire (all facilities excl banquet roll) for Day & Evening Functions buffet style catering (up to 100 guests)		£114.00	20.00%	5%	£100.00	£ 20.00	£120.00	£120.00	Increase by 5% for 2026/27	
	TTC EVENT DOUBLE	TTC Event Double Pitch - 14 x 6ft pitch with trestle tables provided		£90.00	20.00%	0%	£75.00	£ 15.00	£90.00	£90.00		
	TTC EVENT SINGLE	TTC Event Single Pitch - 7 x 6ft pitch with trestle tables provided		£50.00	20.00%	0%	£41.67	£ 8.33	£50.00	£50.00		
Rundle Room	TH RR HALF DAY	*Meetings/Presentations/Wedding/Civil Ceremonies & Civil Partnerships	Half day rate (max 6 hours)	£77.00	Exempt	5%	£81.00	£ -	£81.00	£81.00	Increase by 5% for 2026/27	
	TH RR FULL DAY	Wedding/Civil Ceremonies & Civil Partnerships	Full day (max 9.5 hours)	£114.00	Exempt	5%	£120.00	£ -	£120.00	£120.00	Increase by 5% for 2026/27	
	TH RR CEREMONY	1 hour charge for the wedding ceremony		£14.40	20.00%	4%	£12.50	£ 2.50	£15.00	£15.00		
	TH RR EVENING PARTY	Evening Parties 6pm - midnight (bar closes at 11pm)		£343.00	Exempt	5%	£360.00	£ -	£360.00	£360.00	Increase by 5% for 2026/27	
		N.B. If any of the above events have TTC ticket sales then VAT will be charged at 20%		n/a					n/a	n/a		
		B/Hols Additional staff costs may be charged		n/a					n/a	n/a		
Optional extras	EVEXT	Event/bar extension	From midnight to 1am (bar closes at midnight as opposed to 11pm)	£135.00	20.00%	0%	£112.50	£ 22.50	£135.00	£135.00	Increase by 5% for 2026/27	
	STAGE	Stage extension blocks (per set up and break down)		£102.00	20.00%	0%	£85.00	£ 17.00	£102.00	£102.00	Increase by 5% for 2026/27	
	PROMOB	Advertising banner	(per week rate)	£48.00	20.00%	0%	£40.00	£ 8.00	£48.00	£48.00	No Increase for 2026/27	
	PROMOP	Advertising poster	(per week rate)	£35.00	20.00%	0%	£29.17	£ 5.83	£35.00	£35.00	No Increase for 2026/27	
		N.B. No change to eligibility criteria for advertising banners/posters proposed										
		Stage lighting		£36.00	20.00%	0%	£30.00	£ 6.00	£36.00	£36.00	Increase by 3% for 2026/27	
	PA	PA System (inc mics, Amp, Loop etc.)		£21.00	20.00%	19%	£20.83	£ 4.17	£25.00	£25.00	No Increase for 2026/27	
	RIGS	Basic lighting rig and spots		£22.00	20.00%	14%	£20.83	£ 4.17	£25.00	£25.00	Increase by 5% for 2026/27	
	DMX	DMX, Moving Heads, Light System x 4		£33.00	20.00%	21%	£33.33	£ 6.67	£40.00	£40.00	Increase by 5% for 2026/27	
	TECH	Technical Support, Lighting Operator	(per hour rate)	£27.00	20.00%	-100%	£0.00	£ -			Increase by 5% for 2026/27	To be Removed
	BAR	Portable Bar		£102.00	20.00%	8%	£91.67	£ 18.33	£110.00	£110.00	Increase by 5% for 2026/27	
Catering	KITC	Tea/coffee/biscuits at events	(per head rate)	£2.00	20.00%	0%	£1.67	£ 0.33	£2.00	£2.00	No Increase for 2026/27	
	KITC TEA COFFEE	Tea & Coffee only	(per head rate)	£1.50	20.00%	0%	£1.25	£ 0.25	£1.50	£1.50	No Increase for 2026/27	
	KITACCESS	Access to tea & coffee facilities		£13.00	20.00%	15%	£12.50	£ 2.50	£15.00	£15.00	Increase by 5% for 2026/27	
	LINEN1	Banquet roll table covering	Round tables (per table)	£8.00	20.00%	0%	£6.67	£ 1.33	£8.00	£8.00	No Increase for 2026/27	
	LINEN2		Rectangular tables (per table)	£5.00	20.00%	0%	£4.17	£ 0.83	£5.00	£5.00	No Increase for 2026/27	
Discounts	TH MH 5 DAY	Multi day Bookings - Five Consecutive Day Hire £256 rate		£1,280.00	Exempt	5%	£1,344.00	£ -	£1,344.00	£1,344.00	Based on 4 days at full rate with 5th day free	
	TH MH 3 DAY	Multi day Bookings - Three Consecutive Days Hire £239 rate		£718.00	Exempt	5%	£754.00	£ -	£754.00	£754.00	Increase by 5% for 2026/27	
Cleaning	PENALTY CHG	Cleaning charge penalty	(per hour rate)	£100.00	20.00%	0%	£83.33	£ 16.67	£100.00	£100.00	No Increase for 2026/27	
Charity Discounts		25% discount for registered charity groups per space (subject to management approval)		£0.25	Exempt	-100%						
Additional Charges	ADD	For any hour or part hour after a booking £41 per hour will be charged		£41.00	Exempt	0%	£41.00	£ -	£41.00	£41.00	Increase by 5% for 2026/27	
Community Rate	TH MH COMMUNITY CLAS	community classes (as agreed by management) with no more than 35 attendees, £27 hourly rate will be applied (max of 3hr hire)		£27.00	Exempt	4%	£28.00	£ -	£28.00	£28.00	Increase by 4% for 2026/27	
Corkage	CORKW	Wine Per Bottle		£8.00	20.00%	0%	£6.67	£ 1.33	£8.00	£8.00	Increase by 14% for 2026/27	
	CORKC	Fizz (Champagne / Prosecco) Per bottle		£10.00	20.00%	0%	£8.33	£ 1.67	£10.00	£10.00	Increase by 11% for 2026/27	
Drinks packages		By arrangement										