

Appendix 6			Mar-19
<b>2019 Rates for CA16</b>			
<b>Section 31(6) Highways Act 1980 and Section 15A(1) Commons Act 2006 Deposits</b>			
Item	Details	Activity	Cost
Process application	Acknowledgment of receipt	Officer time (5 hours)	£155
	Checking of application including comparison of existing records		
	Preparation of notice		
	Publish notice of receipt		
	Publish notice of application on website		
	Serve notice of application by email		
Post notice of application	Post notices on site at or near at least one obvious point of entry to the land to which the application relates	Officer time (3 hours) Mileage (45p/mile) x 50miles	(£93 plus £22.5 for mileage) £115.5
		Cost of outdoor paper (up to 4 sheets of white at 27p each & up to 4 sheets of yellow at 37p each)	£2.56
Update registers	Add entries to relevant registers (paper and electronic forms)	Officer time (1.5 hours)	£46.5
<b>Standard fee*</b>			<b>£319</b>
* Cost covers up to 4 land parcels, additional land parcels will be charged at an additional £31.90 plus 64p (1x white and 1x yellow sheet of outdoor paper) per parcel			
Process Declarations	Update records and registers	Officer time (1 hour)	£31.00
<b>Fee for Declarations</b>			<b>£31.00</b>
<b>Section 31(6) Deposit Only</b>			
Item	Details	Activity	Cost
Process application	Acknowledgment of receipt	Officer time (5 hours)	£155
	Checking of application including comparison of existing records		
	Publish notice of receipt		
	Publish notice of application on website		

		Serve notice of application by email	
Update registers	Add entries to relevant registers (paper and electronic forms)	Officer time (1.5 hours)	£46.5
<b>Standard fee*</b>			<b>£201</b>
* Cost covers up to 4 land parcels, additional land parcels will be charged at an additional £15.93 per parcel			
Process Declarations	Update records and registers	Officer time (1 hour)	£31.00
<b>Fee for Declarations</b>			<b>£31.00</b>