

THE COMMONS LICENSING CHARGES - 2023/24

Increase 5%

*****ALL CHARGES ARE SUBJECT TO VAT IN ADDITION UNLESS INDICATED OTHERWISE*****

	2023/24 CHARGES		When Payable
Standard Application Fee	£ 31.00	£ 63.00	On application (non-refundable)

All licences are subject to standard application plus licence fee charges as shown.

EVENTS					
Event	Notes	Description/ amount of participants	Charity/ non-profit	Commercial /Charities with turnover > £1,000,000	Consultation Comments
Events charges* <i>*where events are free entry additional charges will be made relative to the loss of amenity / scale of event</i>	Charges for small medium and large will be determined on levels of infrastructure being used and impact on other Forest users, size of footprint as well as audience numbers	up to 50	£0-£319	£0-£633	As before
		50-499	£413 + 5% of ticket price	£826 + 5% of ticket price	As before
		500-4999	£1234 + 5% of ticket price	£2468 + 5% of ticket price	As before
		5000+	by negotiation	by negotiation	
Regular run/ walk*/ cycle**events by clubs	Up to 20 events each year*	Less than 100	Annual Fee £229 (includes administration) plus 5% entrance fees	Annual Fee £458 (includes administration) plus 5% entrance fees	New Category
		up to 15 events each year*	100-500	Annual Fee £229 (includes administration) plus 5% entrance fees	Annual Fee £458 (includes administration) plus 5% entrance fees
Deposit (to reserve location and date)			25% of basic hire fee	25% of basic hire fee	As before
Damage Deposit (Refundable)			£575 or 20% of hire fee whichever is the lesser	£575 or 20% of hire fee whichever is the lesser	As before
Non-event days (set up and dismantle)			15% of basic fee per day	15% of basic fee per day	As before
Private events (wedding receptions/party) max 150				£1,266	As before

Regular events with more than 500 participants should be applied for through the events licence. * Capacity of the event site and impact on the sites will be considered and may limit the number of events in any one location

Events requiring the use of specific facilities must pay these in addition to the above charges

Item	Charge
Exclusive hire of car park	Prices on application but as a guide £126-£316 per bay per day or £5- £25 per vehicle where only part bays are required. Costs dependent on type of use/length of use/time of use and day of use,
Water	Use of building water supply or standpipe £63 per day or metered charge
Electricity	Use of City of London supplies £63 per day or metered charge

SPORTS COACHING OR TRAINING

Football pitch hire	Coulsdon Common, 1 Football Pitch (for season)	£418	As before
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OTHER GUIDED ACTIVITY OR EDUCATIONAL OFFER

Small Commercial Guided Walks and Tours eg Mindfulness		Up to max 100	£31+ 10% of ticketed price per participant	£63 + 10% of ticketed price per participant	New category.
Forest Schools	Licence		£31 + 5% of fee charged per pupil	£63 + 5% of fee charged per pupil	New category.
	Tree surveying (as required)		Price on application	Price on application	New category.

FILMING AND PHOTOGRAPHY

Commercial Photography	Standard shoot based on 12 hours per day	1st Hour fee	£309.00	As before
		Any subsequent hours	£185-£301	As before
TELEVISION- Advertisement			£2668-£3886	As before
FILMS - Feature			£2668-£4318	As before
TELEVISION- Drama/Feature			£1481-£2159	As before

TELEVISION- Light Entertainment			£925-£1603	As before
TELEVISION- Documentary			£494-£740	As before
TELEVISION- News			No Charge	As before
STUDENT PRODUCTION	Standard shoot based on 12 hours per day		No Charge	As before
UNIT BASE - TV & Small feature films			£616.00	As before
STAND BY DAYS (No work undertaken)			£616.00	As before
SET DRESSING, CONSTRUCTION, PREREPERATION & STRIKING DAYS			50% of filming fee	As before
Non commercial Filming or Photography	Visits by staff necessitated by the nature of the shoot may require additional 'at cost' charges		£31 plus costs	New Category
Adminstration Fee			£151/application	As before

Levies may apply for non-commercial filming requests which require additional services. All levies are calculated 'at cost' to COL and no reduction is possible.

OTHER USE OF LAND (To be paid in addition to the above charges)

Skips	Use of land	per week	£116.00	New category
Hire of car parks for events or compounds per 8 hours			Price on application	New category
Scaffolding	Area per day (m ²)		£5.25 per m ² per day + VAT	New category
	Minimum overall charge inc admin		£263.00	New category
Site compounds, storage, excavation/trenches	Area per day (m ²)	Small (under 5 m ²)	£6.00 per m ² per day +VAT	New category
		Medium (5 m ² up to 10 m ²)	£4.70 per m ² per day + VAT	New category
		Large (over 10 m ²)	£4.20 per m ² per day + VAT	New category

This charge applies until all equipment is removed and amenity restored. An additional amenity charge may be levied.

Car Parking

Car Parking (All site in across The Commons)	Weekdays	Cars/motorbikes/vehicles up to 17 seats	£1.50 up to 2 hrs/ £3 all day	New category
	Weekdays	Minibuses /coaches over 17 seats	£18.00 all day	
	Weekends and Bank Holidays	Cars/motorbikes/vehicles up to 17 seats	£3.00 all day	
	Weekends and Bank Holidays	Minibuses /coaches over 17 seats	£18.00 all day	
	Blue Badge holders		Free	
	Annual Permit	Single car	£180.00	
	Annual Permit	Two cars	£200.00	
	Monthly permit	Single car	£16.00	
	Monthly permit	Two cars	£18.00	
	Penalty Charge Notice		£70 (Reduced to £35 if paid within 14 days)	

Staff Charges

STAFF Charges	Officer time		£42/hour	Revised Category
	Head Ranger/Manager		£60/hour	Revised Category
	Consultants Time		£126/hour	New category
	Film Location Manager	if deemed neccesary	£494/day (upto 12 hours/day)	As before
	Staff Supervision call out charge		£92/hour	As before

Miscellaneous Charges

Sale of split logs per 3 tone - City of London staff only		£133	As before
Sale of green cordwood per ton - City of London staff only		£35	As before
Room Hire at Ashtead and Merlewood - per hour		£50	As before
Room hire at Burnham Beeches - per hour		Half day £171- £214	As before
		Full day £338 - £422	As before
		Refreshments £5.25 + VAT a head	As before