

THE COMMONS LICENSING CHARGES - 2024/25

Increase 6.1%

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

Standard Application Fee	2024/25 CHARGES		When Payable
	£	£	
	33.00	67.00	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
Events charges* *where events are free entry additional charges will be made relative to the loss of amenity / scale of event	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	EO E338	EO E672
		50-499	E438 + 5 % of ticket price	E376 + 5 % of ticket price
		500-4999	E2029 + 5% of ticket price	E3019 + 5% of ticket price
		5000+	by negotiation	by negotiation
Regular run/ walk/7 cycle**events by clubs	Up to 20 events each year*	Less than 100	Annual Fee E243 (includes administration) plus 5% entrance fees	Annual Fee E486 (includes administration) plus 5% entrance fees
		100-500	Annual Fee E243 (includes administration) plus 5% entrance fees	Annual Fee E486 (includes administration) plus 5% entrance fees
*walks with under 25 participants where no charge is made will generally not incur a charge **please note we do not license competitive speed cycle clubs	up to 15 events each year*	100-500	Annual Fee E243 (includes administration) plus 5% entrance fees	Annual Fee E486 (includes administration) plus 5% entrance fees
		100-500	Annual Fee E243 (includes administration) plus 5% entrance fees	Annual Fee E486 (includes administration) plus 5% entrance fees
Deposit (to reserve location and date)			25% of basic hire fee	15% of basic hire fee
Damage Deposit (Refundable)			£610 or 20% of hire fee whichever is the lesser	£610 or 20% of hire fee whichever is the lesser
Non event days (set up and dismantle)			15% of basic fee per day	15% of basic fee per day
Private events (wedding receptions/party) max 150				£1,343

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 £67 per day or metered charge
Electricity	Use of City of London supplies £67 per day or metered charge

SPORTS COACHING OR TRAINING

Football pitch hire	Cowdson Common, 1 Football Pitch (for season)	E443
OTHER GUIDED ACTIVITY OR EDUCATIONAL OFFER		
Small Commercial Guided Walks and Tours eg Mindfulness	Up to max 100	E33 + 10% of ticketed price per participant E67 + 10% of ticketed price per participant
Forest Schools	Licence Tree surveying (as required)	E33 + 5% of fee charged per pupil Price on application

FILMING AND PHOTOGRAPHY

Commercial Photography	Standard shoot based on 12 hours per day	1st Hour fee £128.00 £196-£319 £2811-£4123
TELEVISION- Advertisement		£2811-£4123
FILMS- Feature		£2811-£4581
TELEVISION- Drama/Features		£1571-£2216
TELEVISION- Light Entertainment		£981-£1701
TELEVISION- Documentary		£524-£785
TELEVISION- News		No Charge
STUDENT PRODUCTION	Standard shoot based on 12 hours per day	No Charge
UNIT BASE- TV & Small feature films		£654.00
STAND BY DAYS (No work undertaken)		£654.00
SET DRESSING, CONSTRUCTION, PREPARATION & STRIKING DAYS		50% of filming fee
Non commercial Filming or Photography	Visits by staff necessitated by the nature of the shoot may require additional 'at cost' charges	E33 plus costs
Administration Fee		E160/application

Leaves may apply for non-commercial filming requests which require additional services. All leaves 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	E123.00
Hire of car parks for events or compounds over 8 hours			Price on application
Scaffolding	Area per day (m ²)		£1.57 per m ² per day + VAT
	Minimum overall charge inc admin		£278.00
Site compounds, storage, excavation/trenches	Area per day (m ²)	Small (under 5 m ²)	£6.40 per m ² per day +VAT
		Medium (5 m ² up to 10 m ²)	£5.00 per m ² per day + VAT
		Large (over 10 m ²)	£4.50 per m ² per day + VAT

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 access The Commons)	Weekdays	Cars/motorbikes/vehicles up to 17 seats	E1.50 up to 2 hrs/ E3 all day
	Weekdays	Minibuses /coaches over 17 seats	E18.00 all day
	Weekends and Bank holidays	Cars/motorbikes/vehicles up to 17 seats	E3.00 all day
	Weekends and Bank holidays	Minibuses /coaches over 17 seats	E18.00 all day
	Blue Badge holders		Free
	Annual Permits	Single car	E180.00
	Annual Permits	Two cars	E260.00
	Monthly permit	Single car	E16.00
	Monthly permit	Two cars	E18.00
	Penalty Charge Notice		E70 (Reduced to E35 if paid within 14 days)

Staff Charges

STAFF Charges	Officer time		E45/hour
	Head Ranger/Manager		E64/hour
	Consultants time		E34/hour
	Film Location Manager if deemed necessary		E524/day (upto 12 hours/day)
	Staff Supervision call out charge		E98/hour

Miscellaneous Charges

Room Hire at Ashhead and Merlewood - per hour		E55
Room hire at Burnham Beeches - per hour		Half day E181- E227 Full day E159 - E148 Refreshments E5.50 + VAT & food