

ST IVES TOWN COUNCIL  
DRAFT SCALE OF CHARGES 2023-24

Prices below are applicable from 1st April 2023. All prices in relation to The Guildhall are subject to VAT at 20% but shown excluding VAT.

Discounts of 20% are awarded to CIC's & Registered Charities for Hall or Room hires, this discount is also available to frequent bookers (6 sessions).

Description	Scale of Charges 23-24			Comparison 2022-23		
	Standard 23-24	Concessionary 23-24		Standard 22-23	Concessionary 22-23	
Hall Hire - General			Hire charge figures at The Guildhall are all exclusive of VAT.			
Morning (9am-1pm) or Afternoon Session (1pm-5pm)		Hall hire discounts apply		£95.83	10% concession & regular booking discounts	
Monday - Friday	£110			N/A		
Weekends (50% surcharge)	£165					
Evening (5pm to Midnight)				£250		
Monday - Friday	£340			N/A		
Weekends (50% surcharge)	£510					
All Day (9am to Midnight)				£300		
Monday - Friday	£500			N/A		
Weekends (50% surcharge)	£750					
Additional hours (hourly rate)						
Monday - Friday (9am-5pm)	£50			£33.33		
Out of office hours (above)	£75			£58.33		
Hourly rate after Midnight	£120			£100		
Bar	£200			£150		
Kitchen use for teas & coffees for occasional users	FREE			FREE		
Kitchen other hires - Use of Kitchen & Crockery	£135			£112.50		
Deposit for use of Hall/Kitchen /Crockery (Refundable)	£215			£205		
Security will be required for gatherings of over 50 people, this is at the hirer's expense.						
Hall Hire - Markets - 8am to 4pm						
		Hall hire discounts apply				
With tables set up (use of the kitchen area, limited parking)	£250			£200	10% regular bookings discount	
Room Hire - Guildhall rooms						
(Council Chamber, Committee Room, Mayor's Parlour)						
Upper Rooms						
		Room hire discounts apply		£50		
Morning (9am-1pm) or Afternoon Session (1pm-5pm)	£55			£87.50		
Evening 5pm to 9pm	£110			£29.17		
Per hour after 9pm (following previous booking)	£35					
Guildhall Workspace						
Hire of room only (per hour)	£15			£12.50		
Refreshments						
Includes use of hot water urn & crockery available	£10			N/A		
With tea, coffee & milk provided (cost per head)	£2.50			N/A		
Weddings and Blessings						
A separate document of Wedding & Blessing charges is available				N/A		

Description	Scale of Charges 23-24			
	Standard 23-24	Concessionary 23-24		
Library & Information Service Charges				
Hire of Greta Williams Community Room		Room hire discounts apply		
Monday - Saturday (9:30am-4:30pm)	£15		£10.00	
Out of Opening hours	£30		£20.00	
Hire of private workspace (per hour)				
Monday - Saturday (9:30am-4:30pm)	£15		N/A	
Surcharge for retaining overnight use of room	£20		N/A	
FOSIL events and activities	FREE	FREE	FREE	
Refreshments				
Includes use of hot water urn & crockery available	£10		N/A	
With tea, coffee & milk provided (cost per head)	£2.50		N/A	
Commission rate for art displayed by agreement with artists	30% of sales		30% of sales	
Left Luggage	£6		£4 sml & £6 large	
Advertising - Print				
Charity & CIC				
A4 wall display - per week	£1		N/A	
A4 wall display - per year	£45		N/A	
A3 wall display - per week	£1.50		N/A	
A3 wall display - per year	£67.50		N/A	
Business				
A4 wall display - per week	£2.50		N/A	
A4 wall display - per year	£115		N/A	
A3 wall display - per week	£3.75		N/A	
A3 wall display - per year	£199		N/A	
Advertising - Digital/TV				
Charity/CIC/Not for profit/Community				
Digital Advert (TV screen) - per month	£10		N/A	
Digital Advert (TV screen) - 3 months	£25		N/A	
Digital Advert (TV screen) - per year	£65		N/A	
Business				
Digital Advert (TV screen) - per month	£17		£10.00	
Digital Advert (TV screen) - 3 months	£40		N/A	
Digital Advert (TV screen) - per year	£90		£50.00	
Creation of artwork for digital advert (exclVAT)	£18		N/A	
Printing from any source				
Black and white per sheet	15 pence		15 pence	
Colour per sheet	75 pence		75 pence	
Photocopying				
A4 black and white per sheet	20 pence		15 pence	
A3 black and white per sheet	30 pence		25 pence	
A4 colour per sheet	75 pence		65 pence	
A3 colour per sheet	£1.25		£1.25	
Scan to email - A4 (capped at £20 - maximum 40 pages)	50p per page		50p per page	

Description	Scale of Charges 23-24	
	Standard 23-24	Concessionary 23-24
Island Centre		
Hourly rate	£15	Room hire discounts apply
Session rate morning 9.00-1.00 or afternoon 1.00-5.00pm	£55	
Surcharge for retaining overnight use of room	£20	
Open access youth activities	FREE	FREE
Allotments		
Full plot per year	£77	
Two thirds size plot per year	£55	
Half plot per year	£39	
One third size plot per year	£28	
Memorial Benches		
Costs for new recycled bench on new with single plaque (incl installation & maintenance over 10 years)	£1,767	Net of VAT
Costs for new plaque on refurbished existing bench (incl installation & maintenance over 10 years)	£915	
Plaque replacement (incl installation)	£85	
Public Conveniences		
Advertising		
Costs for print, installation and take down per poster	£2.50	Net of VAT
Daily rate per poster	£1	
Weekly charge per poster	£6	

£15.00 £40.00 £15.00 FREE	25% charities or 10% regular bookers
£70.00 £50.00 £35.00 £25.00	
£1,767 £915 £85	
N/A N/A N/A	