

**Cheltenham Borough Council Mobile Home Fees Policy**  
(including enforcement charges)

**Annual fee payable - 1<sup>st</sup> January 2015 (and annually thereafter)**

Park Address	Units	Band
Enstone Park, The Reddings, Cheltenham	20	<b>B</b>
Fairhaven Park, The Reddings, Cheltenham	14	<b>A</b>
The Forge, Branch Road, The Reddings, Cheltenham	17	<b>B</b>
Grange Orchard, The Reddings, Cheltenham	22	<b>B</b>
Greenmead Park, Sunnyfield Lane, Up Hatherley, Cheltenham	34	<b>C</b>
Harthurstfield, Gloucester Road, Cheltenham	159	<b>D</b>
Haven Homes, Sunnyfield Lane, Up Hatherley, Cheltenham	31	<b>C</b>
Stansby Mobile Home Site, The Reddings, Cheltenham	12	<b>A</b>
Orchard Park, Hayden Lane, Swindon Village, Cheltenham	17	<b>B</b>
Prestbury Park, 79 New Barn Lane, Prestbury, Cheltenham	13	<b>A</b>
Westside, The Reddings, Cheltenham	12	<b>A</b>
The Woodbines, Sunnyfield Lane, Up Hatherley, Cheltenham	18	<b>B</b>
Woodlands Park, Swindon Lane, Cheltenham	12	<b>A</b>
<b>Totals: 13 Relevant Protected Sites</b>	<b>381</b>	

Band	Number of units	Inspection time
A	<15	1 hour
B	16 - 30	2 hour
C	31 - 45	3 hour
D	> 45	8 hour

**Application to grant a new licence**

Band A	<b>£431.61</b>
Band B	<b>£461.35</b>
Band C	<b>£491.02</b>
Band D	<b>£639.37</b>

**Cost                   £6,086.21**

**Cost per unit       £15.97**

**(cost per unit x number of units in park = fee to grant a new licence)**

### **Application to transfer a licence**

Band A	<b>£345.28</b>
Band B	<b>£315.61</b>
Band C	<b>£ 374.95</b>
Band D	<b>£523.30</b>

**Cost**                    **£4,577.65**

**Cost per unit**      **£12.01**

**(cost per unit x number of units in park = fee to transfer a licence)**

### **Application to alter a licence**

Band A	<b>£345.28</b>
Band B	<b>£315.61</b>
Band C	<b>£ 374.95</b>
Band D	<b>£523.30</b>

**Cost**                    **£4,577.65**

**Cost per unit**      **£12.01**

**(cost per unit x number of units in park = fee to alter a licence)**

### **Annual fee for an existing licence**

Band A	<b>£271.11</b>
Band B	<b>£300.78</b>
Band C	<b>£ 330.45</b>
Band D	<b>£478.80</b>

**Cost**                    **£3999.15**

**Cost per unit**      **£10.50**

**(cost per unit x number of units in park = annual fee for an existing licence)**

### **Enforcement Charges**

Costs will be recovered on a case by case basis according to the actual costs incurred in taking enforcement action.

Charges will include the cost to the local authority of taking formal action leading up to and including any enforcement. This includes costs incurred in inspections, preparing the notice and obtaining expert advice on it (including legal costs) and any interest the authority intends to charge. Costs will also be recovered for service of notices in respect of work in default and emergency works, as well as the costs in carrying out the necessary works.

### **Cost to lodge Site Rules = £75**

This is calculated on a three hour period to review documents, acknowledge receipt, input data and cover legal costs and monitoring.

This will be payable on every submission of amended rules.