

PITSTONE PARISH COUNCIL

Schedule of Charges

effective 1/6/25

SERVICE	CHARGE
Allotments (2024 rate)	
Annual rental per ¼ sized allotment garden plot	£9.00
NB Tenants must also pay an annual membership fee to Pitstone Allotment Association per ¼ sized plot	£7.00
Display Boards	
The council owns 5 x double free-standing display boards that can be hired by local community groups etc	£2 per board per day + VAT
Open Space (from 1/6/25)	
Please refer to our Events and Open Space Policy available on our website for full details	
Application fee (deducted from your final fee if your application is successful)	£30
Small scale events	£132 per day or part day
Medium scale events	£330 per day or part day
Large scale events	£660 per day or part day
Non-operating days	25% normal rate above
Key community value events qualify for a discount of	50% discount available
Events organised by local community groups or schools etc qualify for a discount of	33% discount available
Deposit	1 day's hire fee
Loss of deposit due to breach of conditions etc	Up to 100%
Fee for damages	100% of costs incurred + VAT
Miscellaneous Charges	Other fees may be applicable, please refer to the Hire Agreement for full details

Pitch Hire (from 1/6/25)	
Please refer to our Pavilion Hire Agreement available on our website for full details	
Local JFC training session hire cost at the pavilion	£37.00 (no VAT)
Local JFC match hire cost for junior pitch at the pavilion	£49.50 (no VAT)
Local Senior FC training session hire cost at the pavilion	£58.00 (no VAT)
Local FC match hire cost for senior pitch at the pavilion (no function room)	£82.50 (no VAT)
Local FC use of the function room and kitchen for up to 7 hours for match refreshments	£82.50 + VAT (£99)
Hire of Recreation Ground full sized pitch (or 2 junior pitches) by local club (Charged by Pitstone Recreation Ground Charity. NB separate changing room fees apply, payable to Pitstone Memorial Hall Charity)	£40.00
Miscellaneous Charges	Other fees may be applicable, please refer to the Hire Agreement for full details
Pavilion Room Hire (from 1/6/25)	
Please refer to our Pavilion Hire Agreement available on our website for full details	
Platinum Room	£16.50 inc VAT per hour for regular hirers £22 inc VAT per hour for local residents & clubs £27.50 inc VAT per hour for other bookings
Changing Village	£66 (not VATable for sports hire) per day for local residents & clubs £88 (not VATable for sports hire) per day for other bookings
Miscellaneous Charges	Other fees may be applicable, please refer to the Hire Agreement for full details
Pavilion Car Park Space Rental	
Rental of individual spaces by a commercial company	£30 + VAT per space per month
Pitstone Parish Post Advertising Charges (from July 2025 edition)	
Quarter page advert – black and white	£16.50 inc VAT
Quarter page advert – colour	£20 inc VAT
Half page advert – black and white	£30 inc VAT
Half page advert – colour	£35 inc VAT
Full page advert – black and white	£60 inc VAT

Full page advert – colour	£70 inc VAT
Full page advert on back page, colour	£70 inc VAT
Half page advert inside front cover, colour	£39 inc VAT
Full page advert inside the front cover, colour	£78 inc VAT
Back page, colour	£84 inc VAT
Advertisers qualify for a 10% discount if they pre-pay for 4 editions	10% discount available
Advertising Signs & Banners at the Pavilion	
2ft x 4ft Dibond sign in the Pavilion forecourt	£100 + VAT per annum plus a £70 + VAT one off production fee
2ft x 3ft Vinyl banner displayed pitch side at the Pavilion	£250 + VAT per annum + one off production fee (or supply your own)
Printing Costs	
Most information is available free-of-charge on our website, but if you need any printed information provided the council charges	8p per sheet for black and white A4 copies
Youth Cafe	
General admittance	£2 per child per session
Reduced rate for young leaders	£1 per child per session
Please speak to the Café Manager in confidence should an entry fee concession be required – the council wishes to ensure that no child that would benefit from the support of the youth worker is excluded from the café for financial reasons	

This schedule of charges was approved at the full parish council meeting held on ...26/6/25..... Minute reference87/25.3..... and will be reviewed again whenever appropriate, and at least annually.

Signed:

D Nicholls

Chair of the Parish Council