

<u>Children and Young People's Services</u> Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
<u>Nursery Fees</u>								
0 - 2 years Full Time	Per Session	N	23.06	0.00	22.07	0.00		
0 - 2 years Part Time	Per Session	N	24.37	0.00	23.32	0.00		
2 - 3 years Full Time	Per Session	N	21.14	0.00	20.23	0.00		
2 - 3 years Part Time	Per Session	N	22.42	0.00	21.45	0.00		
3 - 5 years Full Time	Per Session	N	19.21	0.00	18.38	0.00		
3 - 5 years Part Time	Per Session	N	20.45	0.00	19.57	0.00		

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Music Fees								
Junior Membership (inclusive fee for any combination of weekday and Saturday morning Junior Music Centre ensembles)		N	45.00	0.00	43.50	0.00		
Senior Membership (a combination of up to 3 weekday or Saturday morning Senior Music Centre ensemble activities)		N	55.00	0.00	52.50	0.00		
Adult ensemble membership (one activity)		N	30.00	0.00	28.00	0.00		
Tuition Package - Individual Tuition	(30 mins x 10 lessons)	N	170.00	0.00	166.00	0.00		
Tuition Package - Group of 4 or more (restricted availability)	(30 mins x 10 lessons)	N	42.50	0.00	41.50	0.00		
Tuition Package - Group of 3 (restricted availability)	(30 mins x 10 lessons)	N	N/A	0.00	55.50	0.00		
Tuition Package - Group of 2 (restricted availability)	(30 mins x 10 lessons)	N	85.00	0.00	83.00	0.00		
Tuition Package - Musicianship Classes		N	30.00	0.00	28.00	0.00		
Tuition Package - Theory Classes		N	30.00	0.00	28.00	0.00		
Tuition Package - Junior Strings Project		N	77.00	0.00	75.50	0.00		
Tuition Package - Kindermusik		N	36.26	0.00	35.25	0.00		
Rock School		N	85.00	0.00	83.00	0.00		

<u>Environment</u>	Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
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<u>Environmental Protection</u>									
	Request for Environmental Information Research (up to 56 day response) – Commercial	Per Hour	N	90.00	0.00	86.00	0.00		
	Request for Environmental Information Research (up to 56 day response) – Domestic	Per Hour	N	45.00	0.00	43.00	0.00		
	Request for Environmental Information Research (7 day response) - all	Per Hour	N	180.00	0.00	172.00	0.00		
	Water Sampling - Private Supplies	Per Sample	N	54.00	0.00	51.50	0.00		

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Trading Standards						
Special Weighing and Measuring Equipment						
The charges for examining, adjusting, testing, certifying, stamping, authorising or reporting of special weighing or measuring equipment should be individually calculated at the standard hourly rate of £51.20 per officer/hour at the place where the service is provided. Such types of equipment include:						
Automatic or Totalising Weighing Machines	Per Officer Hour	Y	51.20	60.16	65.65	77.14
Equipment Designed to Weigh Loads In Motion	Per Officer Hour	Y	51.20	60.16	65.65	77.14
Weighing or Measuring Equipment tested by means of statistical sampling	Per Officer Hour	Y	51.20	60.16	65.65	77.14
Testing or Other Services in pursuance of a Community obligation other than EC initial or partial verification	Per Officer Hour	Y	51.20	60.16	65.65	77.14
Weights						
Weights exceeding 5kg, or not exceeding 500mg, 2CM	Per Item	Y	8.00	9.40	7.66	9.00
Other Weights	Per Item	Y	5.90	6.93	5.61	6.59
Weighing Instruments						
a) Non-EC						
Not exceeding 1 tonne		Y	54.00	63.45	51.89	60.97
Exceeding 1 tonne to 10 tonnes		Y	87.30	102.58	83.88	98.56
Exceeding 10 tonnes		Y	182.60	214.56	175.55	206.27
Note: When testing instruments incorporating remote display or printing facilities, and where completion of the test requires a second person or a second series of tests by the same person. An additional fee based upon the basic fee given above plus a 50% surcharge should be applied.						
Note: When supplying specialist equipment (including, but not limited to, weighbridge test unit, van and test weights etc). An additional fee may be charged hourly, daily or per appointment according to the circumstances.						
Measuring Instruments for Intoxicating Liquor						
Not exceeding 150ml		Y	14.80	17.39	14.24	16.73
Others		Y	17.10	20.09	16.44	19.32
Measuring Instruments for Measuring Liquid Fuel or Lubricants						
Single/Multi-outlets (nozzles)						
First Nozzle tested	Per Item	Y	101.20	118.91	97.31	114.34
Each Additional Nozzle tested	Per Item	Y	62.20	73.09	59.78	70.24
Certificate of Errors						
For Supplying a Certificate containing Results of Errors Found on Testing (certificate supplied upon request of the submitter; fee applies when no other fee is payable).						
		Y	34.40	40.42	33.07	38.86

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All Other Weighing and Measuring Equipment								
Fees calculated at	Per Officer Hour	Y	51.20	60.16	65.65	77.14		
Poisons Act Registration								
Listing Premises for the Sale of Poisons included in Part 2 of the Poisons List:								
Initial Registration		Y	31.20	36.66	29.92	35.16		
Re-registration		Y	16.50	19.39	15.78	18.54		
Change in Details of Registration		Y	8.40	9.87	8.06	9.47		
Explosives Registration/Licences								
Registration and Renewal of Registration of Premises for the Keeping of Explosives:								
Store Licence		N	POA	0.00	POA	0.00		
First Application		N	POA	0.00	POA	0.00		
Renewal		N	POA	0.00	POA	0.00		
All-year Licence	Per Item	N	POA	0.00	POA	0.00		
a) Fertilisers and Feeding Stuffs								
• Sample taken from bulk or from bags up to 1 tonne	Per Officer Hour	Y	51.20	60.16	65.65	77.14		
• Sample taken from bulk or from bags in excess of 1 tonne	Per Officer Hour	Y	51.20	60.16	65.65	77.14		
b) Articles or Samples submitted to the Public Analyst or other test centre	Per Officer Hour	Y	51.20	60.16	65.65	77.14		
Other Work								
Fees for any work not listed above and for which a charge is payable (these fees may be subject to the addition of Analyst's fees and VAT).*	Per Officer Hour	Y	51.20	60.16	65.65	77.14		
Discounts								
Discounted Fees are appropriate, for example in the following circumstances:								
a) Where more than a single item is submitted on one occasion and particularly where large quantities are involved;		N	POA	0.00	POA	0.00		
a) Where facilities, equipment or assistance are provided by the submitter by prior arrangement; and/or		N	30%	0.00	30%	0.00		
b) Where no officer travelling time is involved.		N	10%	0.00	10%	0.00		

Guidance

Activity/Item	Basis	Variable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT
			£	17.5% £	£	17.5% £	£	17.5% £

- i. These fees are based on a chargeable rate of **£51.20 per officer hour**, designed to facilitate full cost recovery.
- ii. For any work not covered by this guidance, or which varies significantly or is carried out in exceptional circumstances, An appropriate charge may be calculated using the hourly rate.
- iii. When a visit is made by a Trading Standards Officer to any premises for the purpose of carrying out any of the functions or activities listed above, each visit may be subject to a minimum charge of £67.60 per Officer per visit regardless of the nature or amount of work requested or completed.
- iv. A fee in the case of cancellation or curtailment of the work to be carried out is chargeable. This will be £51.20 or based on the officer time on site, whichever is the greater.
- v. Visits carried out partly or entirely outside of normal office hours may incur a surcharge of 50% on the standard hourly rate per Officer per hour.
- vi. **VAT:** With effect from 1st April 2008 the above fees, **with the exception of those for the purposes of Section 74 of the Weights and Measures Act 1985**, will be subject to VAT. This has resulted from a review by HMRC of the 'non-business' classification previously applied to this activity.

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Environmental Health - Animal Control								
Domestic								
Services Provided to those on Retirement Pensions & Other Benefits, inc. Registered Disabled, (excl. Child Benefit), receive £50% disc								
Rats and Mice	Per Service - max 4 visits	Y	38.30	45.00	33.92	39.86		
Fleas	Per Service	Y	51.06	60.00	42.61	50.07		
House Dust Mite	Per Service	Y	51.06	60.00	51.31	60.29		
Wasps and Bees	Per Service	Y	38.30	45.00	33.92	39.86		
Ants	Per Service	Y	51.06	60.00	51.31	60.29		
Cockroaches	Per Service	Y	51.06	60.00	42.61	50.07		
Bed-Bugs	Per Dwelling - max 4 bed house	Y	102.13	120.00	82.61	97.07		
Pharaoh's Ants	Per Service	Y	85.11	100.00	82.61	97.07		
Squirrels	Per Service	Y	85.11	100.00	67.83	79.70		
Other Flies and Beetles	Per Service	Y	51.06	60.00	42.61	50.07		
Visit and Advice only	Per Service	Y	12.77	15.00	8.51	10.00		
Commercial[1]								
[1] Pest Control contracts are negotiable. All charges are per ½ hour (or part thereof) per Pest Controller.								
Rats and Mice	Per Half Hour	Y	68.94	81.00	68.09	80.01		
Fleas	Per Half Hour	Y	68.94	81.00	68.09	80.01		
Wasps and Bees	Per Half Hour	Y	68.94	81.00	68.09	80.01		
Ants in Premises	Per Half Hour	Y	68.94	81.00	68.09	80.01		
Cockroaches	Per Half Hour	Y	68.94	81.00	68.09	80.01		
Bedbugs	Per Half Hour	Y	68.94	81.00	68.09	80.01		
Other Flies, Beetles and Miscellaneous Pests	Per Half Hour	Y	68.94	81.00	68.09	80.01		
Micro chipping:								
Cats and Dogs[1]	Per Cat/Dog	Y	12.77	15.00	12.77	15.00		
[1] Introductory offer for Dogs in Partner localities - £10.00.								
Stray Dogs:								
Statutory Fine	Per Dog	Y	21.28	25.00	21.28	25.00		
Boarding Cost	Per Dog	Y	10.21	12.00	10.00	11.75		
Admin Fee	Per Dog	Y	8.51	10.00	8.51	10.00		
Miscellaneous Charges								
Photocopying	Per A3 page	Y	0.20	0.24	0.20	0.24		
	Per A4 page	Y	0.10	0.12	0.10	0.12		
Administration charge for works in default	Per Property	Y	30.00	35.25	27.23	32.00		
Confirmation of Receipt of Accident Notification (for solicitors)	Per Item	Y	46.81	55.00	42.55	50.00		
Statement of Facts (for solicitors)	Per Hour	Y	75.00	88.13	70.00	82.25		
Non-Statutory Work undertaken for clients e.g. voluntary surrender of food	Per Hour	Y	75.00	88.13	70.00	82.25		
Food Safety Export Certificates		Y	46.81	55.00	45.11	53.00		

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Environmental Health - Burials and Cremation										
Cemeteries										
Child Stillborn or under 16 years										
Person over 16 years single depth grave (MK resident)		N	107.00	0.00	103.00	0.00	103.00	0.00	0.00	0.00
Person over 16 years single depth grave (non-resident)		N	N/A	0.00	422.00	0.00	422.00	0.00	0.00	0.00
Person over 16 years double depth grave (MK resident)		N	N/A	0.00	844.00	0.00	844.00	0.00	0.00	0.00
Person over 16 years double depth grave (non-resident)		N	500.00	0.00	463.00	0.00	463.00	0.00	0.00	0.00
Person over 16 years triple depth grave (MK resident)		N	1,000.00	0.00	926.00	0.00	926.00	0.00	0.00	0.00
Person over 16 years triple depth grave (non-resident)		N	550.00	0.00	527.00	0.00	527.00	0.00	0.00	0.00
Adult Internment after first to single depth (MK & non-resident)		N	1,100.00	0.00	1,054.00	0.00	1,054.00	0.00	0.00	0.00
Adult Internment after first to double depth (MK & non-resident)		N	440.00	0.00	422.00	0.00	422.00	0.00	0.00	0.00
Interment of Cremated Remains		N	500.00	0.00	463.00	0.00	463.00	0.00	0.00	0.00
Interment of Body Parts		N	165.00	0.00	155.00	0.00	155.00	0.00	0.00	0.00
Interment of Cremated Remains in Urn Plot including Exclusive Rights of Burial for 30 years		N	445.00	0.00	425.00	0.00	425.00	0.00	0.00	0.00
Exclusive Right of Burial for 30 years										
Child Grave not exceeding 1.4m length		N	64.00	0.00	61.00	0.00	61.00	0.00	0.00	0.00
Adult Grave - Not exceeding single depth		N	N/A	0.00	357.00	0.00	357.00	0.00	0.00	0.00
- Not exceeding double depth		N	500.00	0.00	460.00	0.00	460.00	0.00	0.00	0.00
- Exceeding double depth		N	N/A	0.00	560.00	0.00	560.00	0.00	0.00	0.00
Urn Plot for 2 cremated remains		N	280.00	0.00	270.00	0.00	270.00	0.00	0.00	0.00
Urn Plot for 4 cremated remains		N	280.00	0.00	270.00	0.00	270.00	0.00	0.00	0.00
New Urn -plots		N	445.00	0.00	425.00	0.00	425.00	0.00	0.00	0.00
Re-open Urn Plot		N	165.00	0.00	155.00	0.00	155.00	0.00	0.00	0.00
Reservation of Urn and Graves to be subject to a 3 year renewable fee		N	100.00	0.00	N/A	0.00	N/A	0.00	0.00	0.00
Monuments, Gravestones, Tablets and Monumental Inscriptions										
Right to erect Headstone (max height 1.3m) or cross & make inscription thereon		N	130.00	0.00	110.00	0.00	110.00	0.00	0.00	0.00
Right to erect a tablet & make inscription thereon		N	65.00	0.00	62.00	0.00	62.00	0.00	0.00	0.00
Right to erect bronze plaque (garden of remembrance, Fenny only)		N	65.00	0.00	62.00	0.00	62.00	0.00	0.00	0.00
Right to make Inscriptions on a monument etc. after the first		Y	50.10	58.87	48.17	56.60	48.17	56.60	56.60	56.60
Right to erect any other monument not described above		N	225.00	0.00	216.00	0.00	216.00	0.00	0.00	0.00
Right to erect a Memorial (inc kerbs) on a child's grave		N	90.00	0.00	86.00	0.00	86.00	0.00	0.00	0.00

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Other Fees										
Transfer of any Grant of Exclusive Burial		N	63.00	0.00	60.00	0.00	60.00	0.00		
Turfing/Seeding a Grave Space		Y	57.20	67.21	55.00	64.63	55.00	64.63		
Grave Maintenance – Clipping, cutting and weeding		Y	79.04	92.87	76.00	89.30	76.00	89.30		
Grave Maintenance – Plus planting twice a year		Y	109.20	128.31	105.00	123.38	105.00	123.38		
Search of Registers etc.		N	73.00	0.00	70.00	0.00	70.00	0.00		
Certified Copy of Entry		N	57.00	0.00	55.00	0.00	55.00	0.00		
Supplementary Primarily Location charge for Graves (New)		N	500.00	0.00	N/A	0.00	N/A	0.00		
Supplementary Fee for Cremation on a Saturday		N	300.00	0.00	271.00	0.00	271.00	0.00		
Supplementary Fee for Cremation on a Sunday/Bank Holiday		N	500.00	0.00	408.00	0.00	408.00	0.00		
Burial in Common Grave		N	450.00	0.00	N/A	0.00	N/A	0.00		
Woodern lining provided to muslim graves		N	150.00	0.00	N/A	0.00	N/A	0.00		
CD Recording of Service		Y	15.00	17.63	N/A	0.00	N/A	0.00		
Crematorium[1]										
<u>[1] Fees include Cremation, Disposal of ashes, Deposit (1 month), Use of Chapel (30 min) and Sound System.</u>										
Body Parts		N	65.00	0.00	63.00	0.00	63.00	0.00		
Stillborn to 1 year old		N	33.00	0.00	32.00	0.00	32.00	0.00		
1 year to 16 years old		N	57.00	0.00	55.00	0.00	55.00	0.00		
Person over 16 years old		N	435.00	0.00	395.00	0.00	395.00	0.00		
Certificate of Medical Referee		N	18.00	0.00	18.00	0.00	18.00	0.00		
Other Fees										
Use of Chapel for extra period or prior to burial	Per 15 mins	N	90.00	0.00	86.00	0.00	86.00	0.00		
Temporary Deposit after first month	Per Month	N	45.00	0.00	42.00	0.00	42.00	0.00		
Temporary containers for ashes		N	26.00	0.00	25.00	0.00	25.00	0.00		
Urns and Caskets - various sizes		N	POA	0.00	POA	0.00	POA	0.00		
Packing and despatch of ashes	Dependant on size	N	POA	0.00	POA	0.00	POA	0.00		
Scattering, witnessing, or disposal of cremated remains		N	54.00	0.00	54.00	0.00	54.00	0.00		
Extract from Cremations Register		N	55.00	0.00	55.00	0.00	55.00	0.00		
Use of Organ (per service)		Y	10.26	12.06	9.87	11.60	9.87	11.60		
Cancellation of Service within 3 days of date booked		N	130.00	0.00	125.00	0.00	125.00	0.00		
Exhumation		N	POA	0.00	POA	0.00	POA	0.00		
Crematorium Memorials										
Renewal of Kerb Plaque for 5 year period		Y	68.85	80.90	66.21	77.80	66.21	77.80		
Wall Plaque for first 5 year period		Y	158.24	185.93	152.15	178.78	152.15	178.78		
Renewal of Wall Plaque for 5 year period		Y	68.86	80.91	66.21	77.80	66.21	77.80		

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Memorial Tree Seat per section (max-6 Sections) for a 5 year period		Y	246.85	290.05	237.36	278.90				
Memorial Seat and Plaque for first 10 years		Y	767.38	901.67	737.87	867.00				
Additional Plaque on Seat		Y	135.74	159.49	130.52	153.36				
Renewal of Memorial Seat for 5 year period		Y	196.72	231.15	189.15	222.25				
Dedication of Tree with Plaque for first 5 year period		Y	426.40	501.02	410.00	481.75				
Additional Plaque for Tree for first 5 year period		Y	135.74	159.49	130.52	153.36				
Renewal of Tree for 5 year period		Y	196.72	231.15	189.15	222.25				
Dedication of Rose Bush with Plaque for first 5 year period		Y	204.36	240.12	196.50	230.89				
Additional Plaque for Rose Bush		Y	135.74	159.49	130.52	153.36				
Renewal of Rose Bush for 5 year period		Y	196.72	231.15	189.15	222.25				
Woodland Memorial with Plaque		Y	135.74	159.49	130.52	153.36				
Kerb Plaque with Vase		Y	196.72	231.15	189.15	222.25				
Additional Motif (optional) for Kerb / Woodland Memorial Plaque		Y	27.75	32.61	26.68	31.35				
Additional Oval Photo Motif (optional) for Kerb / Woodland Memorial Plaque		Y	94.22	110.71	90.60	106.46				
Book of Remembrance										
2 Lines		Y	37.13	43.63	35.70	41.95				
5 Lines		Y	65.88	77.41	63.35	74.44				
8 Lines		Y	115.47	135.68	111.03	130.46				
Temporary Insert		Y	22.33	26.24	21.47	25.23				
Miniature Book of Remembrance										
2 Lines		Y	65.88	77.41	63.36	74.45				
5 Lines		Y	74.95	88.07	72.07	84.68				
8 Lines		Y	82.03	96.39	78.88	92.68				
Memorial Cards										
2 Lines White		Y	18.28	21.48	17.58	20.66				
5 Lines White Memorial Cards		Y	28.33	33.29	27.24	32.01				
8 Lines White Memorial Cards		Y	39.04	45.87	37.54	44.11				
Flowers painted in Book of Remembrance		Y	52.73	61.96	50.70	59.57				
Emblems/Badges into Book 5/8 line only		Y	70.91	83.32	68.18	80.11				

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LAPC⁽¹⁾ and LAPP⁽²⁾ Mobile Plant charges										
Number of authorisations - Application fees										
1 or 2 authorisations held by the operator		N	1,579.00	0.00			0.00			0.00
3 to 7 authorisations held by the operator		N	943.00	0.00			0.00			0.00
8 and over authorisations held by the operator		N	477.00	0.00			0.00			0.00
Low Risk - Number of authorisations - Subsistence Fees										
1 or 2 authorisations held by operator		N	618.00	0.00			0.00			0.00
3 to 7 authorisations held by the operator		N	368.00	0.00			0.00			0.00
8 and over authorisations held by the operator		N	189.00	0.00			0.00			0.00
Medium Risk - Number of authorisations - Subsistence Fees										
1 or 2 authorisations held by operator		N	989.00	0.00			N/A			0.00
3 to 7 authorisations held by the operator		N	590.00	0.00			N/A			0.00
8 and over authorisations held by the operator		N	302.00	0.00			N/A			0.00
High Risk - Number of authorisations - Subsistence Fees										
1 or 2 authorisations held by operator		N	1,484.00	0.00			N/A			0.00
3 to 7 authorisations held by the operator		N	884.00	0.00			N/A			0.00
8 and over authorisations held by the operator		N	453.00	0.00			N/A			0.00
Local Authority Pollution Prevention and Control (LAPPC) Fees & Charges										
Application Fee:										
Standard Process		N	1,579.00	0.00			1,561.00			0.00
Additional fee for operating without a permit		N	1,137.00	0.00			1,124.00			0.00
Reduced fee activities (except VRs)		N	148.00	0.00			146.00			0.00
PVR 1 & II combined		N	246.00	0.00			243.00			0.00
Vehicle refinishers (VRs)		N	346.00	0.00			342.00			0.00
Reduced fee activities: Additional fee for operating without a permit		N	68.00	0.00			67.00			0.00
Mobile Screening and Crushing plant		N	1,579.00	0.00			1,561.00			0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £		
- for third to seventh applications		N	643.00	0.00	932.00	0.00				
- for eighth and subsequent applications		N	477.00	0.00	472.00	0.00				
Where an application for any of the above is for a combined Part B and waste application, add an extra £297 to the above amount		N	297.00	0.00	294.00	0.00				
Annual Subsistence Charge:										
Standard process: Low risk (1)		N	739.00	0.00	731.00	0.00				
Standard process: Medium risk (2)		N	1,111.00	0.00	1,098.00	0.00				
Standard process: High risk (3)		N	1,672.00	0.00	1,653.00	0.00				
(1) Low risk: Amount to be added where permit is for combined Part B and waste installation		N	99.00	0.00	98.00	0.00				
(2) Medium risk: Amount to be added where permit is for combined Part B and waste installation		N	149.00	0.00	147.00	0.00				
(3) High risk: Amount to be added where permit is for combined Part B and waste installation		N	198.00	0.00	196.00	0.00				
Reduced fee activities (Inc Odourising Natural gas): Low Risk		N	76.00	0.00	75.00	0.00				
Reduced fee activities (Inc Odourising Natural gas): Medium Risk		N	151.00	0.00	149.00	0.00				
Reduced fee activities (Inc Odourising Natural gas): High Risk		N	227.00	0.00	224.00	0.00				
PVR I & II combined medium component; amount to be added to risk assessed reduced fee for PVR I		N	N/A	N/A	65.00	0.00				
Vehicle refinishers: Low risk		N	218.00	0.00	216.00	0.00				
Vehicle refinishers: Medium risk		N	349.00	0.00	345.00	0.00				
Vehicle refinishers: High risk		N	524.00	0.00	518.00	0.00				
Mobile Screening and Crushing Plant: Low risk		N	618.00	0.00	611.00	0.00				
- for third to seventh applications		N	368.00	0.00	364.00	0.00				
- for eighth and subsequent applications		N	189.00	0.00	187.00	0.00				
Mobile Screening and Crushing Plant: Medium risk		N	989.00	0.00	978.00	0.00				
- for third to seventh applications		N	590.00	0.00	583.00	0.00				
- for eighth and subsequent applications		N	302.00	0.00	299.00	0.00				
Mobile Screening and Crushing Plant: High risk		N	1,485.00	0.00	1,467.00	0.00				
- for third to seventh applications		N	884.00	0.00	874.00	0.00				

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £		
- for eighth and subsequent applications		N	453.00	0.00	448.00	0.00				
Where a Part B installation is subject to reporting under the E-PRTR Regulation this amount must be added to the above amounts		N	99.00	0.00	98.00	0.00				
Transfer and Surrender										
Standard Process Transfer		N	162.00	0.00	160.00	0.00				
Standard Process Partial Transfer		N	476.00	0.00	471.00	0.00				
Surrender: All Part B processes		N	0.00	0.00	No Charge	0.00				
Reduced fee activities: Transfer		N	0.00	0.00	No Charge	0.00				
Reduced fee activities: Partial transfer		N	45.00	0.00	44.00	0.00				
Temporary transfer for mobiles:										
First transfer		N	51.00	0.00	50.00	0.00				
Repeat transfer		N	10.00	0.00	10.00	0.00				
Repeat following enforcement or warning		N	51.00	0.00	50.00	0.00				
Substantial Changes s10 and s11:										
Standard process		N	1,005.00	0.00	994.00	0.00				
Standard process where the substantial change results in a new PPC activity		N	1,579.00	0.00	1,561.00	0.00				
Reduced fee activities**		N	TBC	0.00	97.00	0.00				
Subsistence charges can be paid in four equal quarterly instalments on 1 April, July, October & January. This incurs a further £36 administration charge.		N	36.00	0.00	36.00	0.00				

**Reduced fee activities are: Service Stations; Vehicle refinishers; Dry Cleaners; Waste Oil Burners under 0.4MW

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
<u>LA-IPPC Fees and Charges</u>								
Application		N	3,218.00	0.00	3,181.00	0.00		
Additional fee for operating without a permit		N	1,137.00	0.00	1,124.00	0.00		
Annual Subsistence: Low risk		N	1,384.00	0.00	1,368.00	0.00		
Annual Subsistence: Medium risk		N	1,541.00	0.00	1,524.00	0.00		
Annual Subsistence: High risk		N	2,233.00	0.00	2,208.00	0.00		
Additional fee for paying by four equal quarterly instalments		N	36.00	0.00	36.00	0.00		
Substantial Variation		N	1,309.00	0.00	1,294.00	0.00		
Transfer		N	225.00	0.00	222.00	0.00		
Partial Transfer		N	668.00	0.00	660.00	0.00		
Surrender		N	668.00	0.00	660.00	0.00		

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £		
Licences – Health										
Animal Boarding Establishment Licence (plus cost of vet inspection)	Small Operations	N	75.00	0.00	75.00	0.00	75.00	0.00		
Animal Boarding Establishment Licence (plus cost of vet inspection)	Medium Operations	N	95.00	0.00	95.00	0.00	95.00	0.00		
Animal Boarding Establishment Licence (plus cost of vet inspection)	Large Operations	N	115.00	0.00	115.00	0.00	115.00	0.00		
Breeding of Dogs (plus cost of veterinary inspection)		N	111.00	0.00	111.00	0.00	111.00	0.00		
Dangerous Wild Animal (plus cost of vet inspection)		N	220.00	0.00	220.00	0.00	220.00	0.00		
Motor Salvage Operators Licence		N	100.00	0.00	100.00	0.00	74.00	0.00		
Pet Shop (plus cost of vet inspection)		N	220.00	0.00	220.00	0.00	220.00	0.00		
Riding Establishment (plus cost of vet inspection)		N	220.00	0.00	220.00	0.00	220.00	0.00		
Zoo Licence (plus cost of vet inspection)		N	300.00	0.00	300.00	0.00	300.00	0.00		
Sex Establishment Licence - Initial Payment		N	3,880.00	0.00	3,880.00	0.00	0.00	0.00		
Sex Establishment Licence - Annual		N	2,350.00	0.00	2,350.00	0.00	0.00	0.00		
- Transfer		N	1,195.00	0.00	1,195.00	0.00	0.00	0.00		
Skin Piercing Registration:		N	0.00	0.00	0.00	0.00	0.00	0.00		
- Acupuncture		N	0.00	0.00	0.00	0.00	0.00	0.00		
Tattooing, Ear Piercing & Electrolysis, Body Piercing and skin pigmentation by the use of a needle (per activity)		N	150.00	0.00	150.00	0.00	95.00	0.00		
- Premises		N	150.00	0.00	150.00	0.00	95.00	0.00		
Variation of above (as applicable)		N	60.00	0.00	60.00	0.00	60.00	0.00		
Mobile Food Vendor Voluntary Registration Scheme		N	30.00	0.00	30.00	0.00	30.00	0.00		
Admin Fee for additional documents etc	per 15 minutes	N	10.00	0.00	10.00	0.00	10.00	0.00		
Street Trading Consents										
Annual Single Street – 1 hr in 24hrs		N	225.00	0.00	225.00	0.00	200.00	0.00		
Variation – each additional hour		N	225.00	0.00	225.00	0.00	200.00	0.00		

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £
<u>Building Control</u>				17.5%						17.5%
Copy of Building Regulation Decision Notice:										
Replacement Decision Notice		Y	46.80	54.99			45.00			52.88
Replacement Completion Certificate		Y	46.80	54.99			45.00			52.88
Enquiry and Examination of Building Regulation Records:										
To professionals for commercial purposes		Y	111.80	131.37			107.50			126.31
To residential owners/occupiers for private purposes		Y	26.00	30.55			25.00			29.38
Responses to Professional Letters for Commercial Purposes		Y	46.80	54.99			45.00			52.88
Exemption Certificate		Y	88.51	104.00			85.11			100.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £		
Petroleum Licensing										
File Searches - response within 5 working days		Y	96.20	113.04	92.50	108.69				
File Searches - response within 48 hours		Y	192.40	226.07	185.00	217.38				
Replacement Licence		Y	46.80	54.99	45.00	52.88				
Licence to keep Petroleum Spirit of a quantity:										
Not exceeding 2,500 litres	Per Annum	N	TBC	0.00	41.00	0.00				
Exceeding 2,500 litres but not exceeding 50,000 litres	Per Annum	N	TBC	0.00	57.00	0.00				
Exceeding 50,000 litres	Per Annum	N	TBC	0.00	118.00	0.00				
Transfer of Licence		N	TBC	0.00	8.00	0.00				
Authorisation to Unload Petrol at a Petrol Filling Station under the Environmental Protection Act 1990: Application fee		N	TBC	0.00	TBC	0.00				
Authorisation to Unload Petrol at a Petrol Filling Station under the Environmental Protection Act 1990: Subsistence fee		N	TBC	0.00	TBC	0.00				

Activity/Item	Basis	Vat Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT	£	Value Incl. VAT 17.5%	£	Value Excl. VAT	£	Value Incl. VAT 17.5%	£
Emberton Park - List Of Charges 1st April 2010 - 31st March 2011										
Entrance To Park										
Vehicle Entrance:										
April - October	Per day	Y	3.06	3.60	3.06	3.60	3.04	3.57	3.04	3.57
November - March	Per day	Y	1.79	2.10	1.79	2.10	1.74	2.04	1.74	2.04
Vehicle Access Pass (unlimited use)										
April - March		Y	40.85	48.00	40.85	48.00	39.13	45.98	39.13	45.98
May - March		Y	36.17	42.50	36.17	42.50	34.78	40.87	34.78	40.87
June - March		Y	31.92	37.50	31.92	37.50	30.43	35.76	30.43	35.76
July - March		Y	27.23	32.00	27.23	32.00	26.09	30.66	26.09	30.66
August - March		Y	22.55	26.50	22.55	26.50	21.74	25.54	21.74	25.54
September - March		Y	18.30	21.50	18.30	21.50	17.39	20.43	17.39	20.43
October - March		Y	13.62	16.00	13.62	16.00	13.04	15.32	13.04	15.32
Pedestrian Access										
MKC 'Passport to Leisure' Pass Holders:		N	No Charge	0.00	No Charge	0.00	No Charge	0.00	No Charge	0.00
April - October		Y	0.51	0.60	0.51	0.60	0.52	0.61	0.52	0.61
November - March		Y	0.34	0.40	0.34	0.40	0.35	0.41	0.35	0.41
Disabled Badge Permit Holders										
April - March										
Concessions (only when Gatehouse is open - permits and passes must be shown)	Per service	N	No Charge	0.00	No Charge	0.00	No Charge	0.00	No Charge	0.00
Disabled Badge Holders, who are frequent visitors, may apply for a vehicle access pass, which allows free admission to the park 24 hours a day. Application forms are available from the Gatehouse.		Y	4.26	5.00	4.26	5.00	4.35	5.11	4.35	5.11
Fishing										
Adult:										
Day Ticket		Y	7.23	8.50	7.23	8.50	6.78	7.97	6.78	7.97
Week Ticket (7 days)		Y	22.55	26.50	22.55	26.50	21.65	25.44	21.65	25.44
Season Ticket (April - March)		Y	39.15	46.00	39.15	46.00	37.83	44.45	37.83	44.45
Junior (12-16 years) & OAP (60 years+):										
Day Ticket (24 hours)		Y	3.83	4.50	3.83	4.50	3.65	4.29	3.65	4.29
Week Ticket (7 days)		Y	13.19	15.50	13.19	15.50	12.61	14.82	12.61	14.82
Season Ticket (April - March)		Y	25.96	30.50	25.96	30.50	25.22	29.63	25.22	29.63

Activity/Item	Basis	Vat Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT	Value Incl. VAT 17.5%	Value Excl. VAT	Value Incl. VAT 17.5%	Value Excl. VAT	Value Incl. VAT 17.5%
			£	£	£	£	£	£
Concessions (MKC 'Passport to Leisure' pass holders):								
Adult day Ticket (24 hours)		Y	1.45	1.70	1.39	1.63		
Junior/OAP day Ticket (24 hours)		Y	0.85	1.00	0.78	0.92		
Touring Field (allocated pitches, toilet/shower block in field):								
Per night	Per Night	Y	17.87	21.00	17.13	20.13		
With Hook-up	Per Night	Y	20.85	24.50	19.83	23.30		
Per week	Per Week	Y	106.38	125.00	102.78	120.77		
With Hook-up	Per Week	Y	123.4	145.00	118.96	139.78		
Rally Field (open field, short walk to toilets/no showers):								
Per night	Per Night	Y	14.04	16.50	13.57	15.94		
Per week	Per Week	Y	85.11	100.00	81.39	95.63		
Rally Field - Groups (min 10 units):								
Per night	Per Night	Y	8.085	9.50	7.65	8.99		
Per week	Per Week	Y	47.66	56.00	45.91	53.94		
Children's pup tents on parents pitch in all fields	Per Night	Y	3.83	4.50	3.65	4.29		
Children's pup tents on parents pitch in all fields	Per Week	Y	22.55	26.50	21.91	25.74		
Off Peak Charges:								
1st September - 30th October £2.00 reduction per night. Not including group bookings in the Rally Fields.								
Static Caravan Annual Ground Rent:								
Annual Rent 1x Payment		Y	910.64	1,070.00	873.91	1,026.84		
Annual Rent 2x Payments (2 x £500.00)		Y	957.45	1,125.00	904.35	1,062.61		
Caravan Storage:								
6x months		Y	153.19	180.00	147.83	173.70		
12x months		Y	238.3	280.00	226.09	265.66		

Notes.

1. All increases based on 3.5% rounded to nearest 10p unless otherwise stated
2. Concessions % increases marked 'na' owing to 80% discount on full price.
3. Caravan Storage higher % increase owing to previous year being introductory offer and site full.

Activity/Item	PUBLISHED	P&P	Vatable Enter Y or N	2010/11		2009/10		2009/10	
				Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
Planning									
Adopted Milton Keynes Local Plan Documents									
Adopted Local Plan - 2001 to 2011 (Adopted Dec 05)*	March 2007	£5.00	N	60.00	0.00	60.00	0.00	60.00	0.00
Proposals Maps (full set only)*	March 2007		N	40.00	0.00	40.00	0.00	40.00	0.00
CD Rom version	March 2007	£3.00	N	15.00	0.00	15.00	0.00	15.00	0.00
Milton Keynes Local Plans Documents									
Local Plan Review: Series of 8 Issues Papers	Jan - Apr 1998		N	No charge	0.00	No charge	0.00	No charge	0.00
Local Plan Review: Directions Paper	February 1999		N	No charge	0.00	No charge	0.00	No charge	0.00
Local Plan Review: Responses to Issues Papers Report	February 1999		N	7.00	0.00	7.00	0.00	7.00	0.00
Local Plan Review: Infill Study	March 1999		N	7.00	0.00	7.00	0.00	7.00	0.00
Local Plan Deposit Version*	September 2000	£5.00	N	35.00	0.00	35.00	0.00	35.00	0.00
Local Plan Sustainability Appraisal (First Deposit Stage)	September 2000	£2.00	N	23.00	0.00	23.00	0.00	23.00	0.00
Local Plan Second Deposit Version*	October 2002	£10.00	N	38.00	0.00	38.00	0.00	38.00	0.00
Local Plan Second Deposit Version: Sustainability Appraisal*	October 2002	£2.00	N	21.50	0.00	21.50	0.00	21.50	0.00
MK LPI Inspector's Part 1 Report*	August 2004	£1.00	N	6.00	0.00	6.00	0.00	6.00	0.00
MK LPI Inspector's Part 2 Report*	November 2004	£6.00	N	12.50	0.00	12.50	0.00	12.50	0.00
Proposed Modifications	May 2005	£5.25	N	10.00	0.00	10.00	0.00	10.00	0.00
CD version of Proposed Modifications		£1.00	N	2.00	0.00	2.00	0.00	2.00	0.00
Studies and Reports									
Milton Keynes Expansion Study - 1996 Update (Llewelyn-Davies)	November 1996	£2.00	N	68.00	0.00	68.00	0.00	68.00	0.00
Milton Keynes Expansion Study - Final Report (Llewelyn-Davies)	November 1998	£3.00	N	28.00	0.00	28.00	0.00	28.00	0.00
** cost to commissioning authorities			N	13.00**	0.00	13.00**	0.00	13.00**	0.00
Milton Keynes Borough: Retail Strategy Review (Chesterford)	November 1996	£2.00	N	28.00	0.00	28.00	0.00	28.00	0.00
Milton Keynes Council: Retail Strategy Review - Stage 2 (CB Hillier Parker) (2-part set: main report and appendices)	September 1999	N/A	N	N/A	N/A	N/A	N/A	114.00	0.00
Retail Strategy Review 2003 (CBRE)	2003	N/A	N	N/A	N/A	N/A	N/A	55.00	0.00
Wildlife Corridors Project Report	December 1996	N/A	N	N/A	N/A	N/A	N/A	5.00	0.00

Activity/Item	PUBLISHED	P&P	Vatable Enter Y or N	2010/11		2009/10		2009/10		
				Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	
Landscape Character Study	March 2000		N	34.00	0.00	34.00	0.00	34.00	0.00	
Local Landscape Designations Study (The Landscape Partnership): two part document	October 2006		N	30.00	0.00	30.00	0.00	30.00	0.00	
Urban Capacity Study (Entec)*	September 2001	£7.50	N	66.00	0.00	66.00	0.00	66.00	0.00	
Housing Needs Study 1999 (Opinion Research Services, University of Wales)*	1999	N/A	N	N/A	N/A	12.00	0.00	12.00	0.00	
Housing Needs Study: Update (ORS for MKC/EP)*	January 2003	£1.50	N	7.00	0.00	7.00	0.00	7.00	0.00	
Employment Land Study (Halcrow): Main Report and Appendices (Executive Summary available from Sarah Evans/MKWeb)*	May 2003	£3.00	N	17.50	0.00	17.50	0.00	17.50	0.00	
Development Frameworks and Briefs										
Newton Longville Planning Brief	Approved 1995		N	17.00	0.00	17.00	0.00	17.00	0.00	
The Mill and Willows, Stony Stratford, Constraints Brief	September 1993	N/A	N	N/A	N/A	17.00	0.00	17.00	0.00	
Wavendon Tower Development Brief	October 1995		N	17.00	0.00	17.00	0.00	17.00	0.00	
Denbigh School Site Brief (<i>out of stock, can be printed on request</i>)	February 1996		N	17.00	0.00	17.00	0.00	17.00	0.00	
Bletchley Park Area Development Framework*	December 2001		N	17.00	0.00	17.00	0.00	17.00	0.00	
NAMPAK Development Brief, Woburn Sands*	May 2004		N	17.00	0.00	17.00	0.00	17.00	0.00	
Northern Expansion Area Development Framework SPG (<i>available on MKWeb; can be printed on request</i>)*	May 2004		N	20.50	0.00	20.50	0.00	20.50	0.00	
Oakgrove Millennium Community	September 2004		N	10.50	0.00	10.50	0.00	10.50	0.00	
Eastern Expansion Area Development Framework SPG*	September 2004	£2.00	N	40.00	0.00	40.00	0.00	40.00	0.00	
Western Expansion Area Development Framework*	Autumn 2004	£2.00	N	40.00	0.00	40.00	0.00	40.00	0.00	
Stantonbury Park Development Framework	February 2006	£2.00	N	20.00	0.00	20.00	0.00	20.00	0.00	
Other Supplementary Planning Guidance										
CMK Development Framework (EDAW) (<i>available from Urban Design dept.</i>)*	November 2001	+ p&p	N	16.00	0.00	16.00	0.00	16.00	0.00	
Appendices		+ p&p	N	66.00	0.00	66.00	0.00	66.00	0.00	
Summary Document			N	No charge	0.00	No charge	0.00	No charge	0.00	
SPG on Planning Obligations for CMK*	July 2003	£1.00	N	16.00	0.00	16.00	0.00	16.00	0.00	
SPG on Planning Obligations for CMK: Statement of Public Consultation	July 2003	£1.00	N	16.00	0.00	16.00	0.00	16.00	0.00	

Activity/Item	PUBLISHED	P&P	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
				Value Excl. VAT	£	Value Incl. VAT 17.5%	£	Value Excl. VAT	£	Value Incl. VAT 17.5%	£
SPG on Affordable Housing*	July 2007	£1.00	N	16.00	0.00	16.00	0.00	16.00	0.00	16.00	0.00
SPG on Development and Flood Risk*	May 2004	£1.00	N	16.00	0.00	16.00	0.00	16.00	0.00	16.00	0.00
SPG for Parking Standards*	January 2005		N	No charge	0.00	No charge	0.00	No charge	0.00	No charge	0.00
SPG on Planning Obligations for Education*	November 2004	£1.00	N	16.00	0.00	16.00	0.00	16.00	0.00	16.00	0.00
SPG on Planning Obligations for Leisure and Recreation*	January 2005	£1.00	N	16.00	0.00	16.00	0.00	16.00	0.00	16.00	0.00
SPG on Petrol Filling Stations (printed on request)	January 1998		N	5.00	0.00	5.00	0.00	5.00	0.00	5.00	0.00
SPD Planning Obligations for Social Infrastructure	September 2005	£1.00	N	16.00	0.00	16.00	0.00	16.00	0.00	16.00	0.00
SPD on Sustainable Construction*	April 2007	£1.00	N	16.00	0.00	16.00	0.00	16.00	0.00	16.00	0.00
SPD on Urban Development Area Tariff*	November 2007	£1.00	N	16.00	0.00	16.00	0.00	16.00	0.00	16.00	0.00
SPG on Outdoor Advertising*	February 2005	£1.00	N	16.00	0.00	16.00	0.00	16.00	0.00	16.00	0.00
Local Development Documents											
Statement of Community Involvement	December 2006		N	20.00	0.00	20.00	0.00	20.00	0.00	20.00	0.00
Annual Monitoring Report	December 2008	£2.00	N	20.00	0.00	20.00	0.00	20.00	0.00	20.00	0.00
Pre- Submission Core Strategy		+ p&p	N	40.00	0.00	40.00	0.00	N/A	0.00	N/A	0.00
CDRom		£3.00	N	15.00	0.00	15.00	0.00	N/A	0.00	N/A	0.00
Minerals Local Plan											
Minerals Local Plan Deposit Version	February 2003	£5.00	N	22.00	0.00	22.00	0.00	22.00	0.00	22.00	0.00
Minerals Local Plan Second Deposit Version	February 2004		N	**	0.00	**	0.00	**	0.00	**	0.00
Minerals Local Plan Second Deposit Version: CD format*	February 2004	£0.50	N	2.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00
Minerals Local Plan Inspectors Report	December 2004		N	**	0.00	**	0.00	**	0.00	**	0.00
Minerals Local Plan Proposed Modifications	November 2005		N	**	0.00	**	0.00	**	0.00	**	0.00
** set of these three documents available together		£6.50	N	25.00	0.00	25.00	0.00	25.00	0.00	25.00	0.00
Minerals Local Plan Statement of Decisions and Responses to the Consultation on Proposed Modifications	March 2006		N	N/A	0.00	N/A	0.00	No charge	0.00	No charge	0.00
Minerals Local Plan 2001-2011 Adopted*	April 2006	£3.00	N	N/A	0.00	N/A	0.00	25.00	0.00	25.00	0.00
Waste Development Plan Document											
WDPD Submission*	January 2007		N	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sustainability Appraisal Report*	July 2006		N	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sustainability Appraisal Supplementary Report*	January 2007		N	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Consultation Statement*	January 2007		N	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Adopted Waste DPD*	February 2008	£2.00	N	20.00	0.00	20.00	0.00	N/A	0.00	N/A	N/A

Activity/Item	PUBLISHED	P&P	Vatable Enter Y or N	2010/11		2009/10		2009/10	
				Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
<i>all above documents plus various background documents can be printed from the MK Web</i>									
Waste Local Plan for Buckinghamshire <i>available from Bucks County Council or printed on request</i>	March 1997		N	0.00	0.00	0.00	0.00	0.00	0.00
Conservation Documents									
Conservation Area Character Statement for Emberton, Lavendon, Ravenstone, Newton Blossomville, Stoke Goldington, Clifton Reynes	1998/1999	£0.50	N	5.00	0.00	5.00	0.00	5.00	0.00
Conservation Area Character Statement for Little Brook Hill, Wolverton, Broughton & Calverton) Print of Web Document.	2009		N	3.50	0.00	N/A	0.00	N/A	0.00
Set of all Conservation Area Maps	1998		N	14.50	0.00	14.50	0.00	14.50	0.00
N.B. Photocopies of Conservation Area Character Statements - <i>Price shown per page</i>			N	1.65	0.00	1.65	0.00	1.65	0.00
Archaeology Fees									
Searches (for commercial organisations)			Y	50.00	58.75	40.00	47.00	40.00	47.00
Photocopying related to searches (per A4 or A3 page)			N	0.15	0.00	0.15	0.00	0.15	0.00
Provision of CD for digital data			N	1.00	0.00	1.00	0.00	1.00	0.00
Planning Information Leaflets									
Wolverton Article 4 Direction			N	No charge	0.00	No charge	0.00	No charge	0.00
Olney Article 4 Direction	1979		N	No charge	0.00	No charge	0.00	No charge	0.00
Protected Trees: a Guide to Tree Preservation Orders	2008		N	No charge	0.00	No charge	0.00	No charge	0.00
Tree Work: Choosing your Arborist			N	No charge	0.00	No charge	0.00	No charge	0.00
The Right Hedge for You	1999		N	No charge	0.00	No charge	0.00	No charge	0.00
Planning Applications - Your Chance to Comment	2008		N	No charge	0.00	No charge	0.00	No charge	0.00
Working from Home	1995		N	No charge	0.00	No charge	0.00	No charge	0.00
Planning Permission: A Guide for Business	1998		N	No charge	0.00	No charge	0.00	No charge	0.00
Creating Better Places to Live: A Guide to the Planning System in England	June 1905		N	No charge	0.00	No charge	0.00	No charge	0.00
The Hedgerow regulations - Your questions answered	1997		N	No charge	0.00	No charge	0.00	No charge	0.00
A Householders planning guide for the installation of antennas, including Satellite Dishes	2008		N	No charge	0.00	No charge	0.00	No charge	0.00

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				Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
Guide to taking part in planning appeals. If you want to comment on someone else's appeal	2004		N	No charge	0.00	No charge	0.00	No charge	0.00
Your guide to Appeals Online	January 2006		N	No charge	0.00	No charge	0.00	No charge	0.00
Making your Enforcement Appeal	November 2004		N	No charge	0.00	No charge	0.00	No charge	0.00
Lawful Development Certificates	1992		N	No charge	0.00	No charge	0.00	No charge	0.00
Outdoor Advertisements and Signs: A guide for Advertisers	2007		N	No charge	0.00	No charge	0.00	No charge	0.00
Planning Consultants - Where to find planning advice in the South of England	2008		N	No charge	0.00	No charge	0.00	No charge	0.00
Other Documents									
Milton Keynes Population Bulletin 2007/08*	January 2008		N	No charge	0.00	No charge	0.00	No charge	0.00
Statistical Data Sheets for the Borough of Milton Keynes Grid Squares and Settlements*			N	No charge	0.00	No charge	0.00	No charge	0.00
Ordnance Survey Map Extracts									
1:500 block plan (6 copies)			N	18.00	0.00	N/A	0.00		0.00
1:1250 location plan (6 copies)			N	31.00	0.00	30.00	0.00		0.00
Map Bundle (Location and Block Plan) (6 of each)			N	42.00	0.00	42.00	0.00		0.00
Planning Obligation Fees									
Monitoring Fee (per clause)			N	400.00	0.00	400.00	0.00		0.00
S106 Copying charges (under 100 pages)			N	20.00	0.00	20.00	0.00		0.00
S106 Copying charges (over 100 pages)			N	40.00	0.00	40.00	0.00		0.00

General Photocopy charges (per sheet)

A4 B&W - 30p
A3 B&W - 50p
A4 Colour - 50p
A3 Colour - 70p

*Documents available on website

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
Transport								
Passenger Transport								
Renewal of Senior Citizens Permit (renewed every four years)		N	No Charge	0.00	No Charge	0.00	0.00	0.00
Senior & Disabled Smartcard fee		N	No Charge	0.00	No Charge	0.00	0.00	0.00
Junior Club Card Permit Fee		N	0.50	0.00	0.50	0.00	0.00	0.00
Replacement of damaged Smartcard		N	Free	0.00	Free	0.00	0.00	0.00
Replacement of lost Junior, Senior and Disabled Smartcards		N	5.00	0.00	5.00	0.00	0.00	0.00
Concessionary Fare Senior & Disabled before 0930 (Off-peak free)		N	N/A	0.00	0.35	0.00	0.00	0.00
Junior Trippers (10 journeys)		N	3.50	0.00	3.50	0.00	0.00	0.00
Junior Cityriders - per week		N	5.00	0.00	5.00	0.00	0.00	0.00
Junior Cityriders - per month		N	17.50	0.00	17.50	0.00	0.00	0.00
Community Transport Joining Fee		N	No Charge	0.00	No Charge	0.00	0.00	0.00
Community Transport Return Fare		N	2.30	0.00	2.00*	0.00	0.00	0.00
Community Transport Single Fare		N	1.25	0.00	1.10*	0.00	0.00	0.00
Criminal Records Bureau (CRB) Fee		N	48.00	0.00	48.00**	0.00	0.00	0.00
Minibus Drivers Test		Y	60.00	70.50	60.00	70.50	70.50	70.50
* Subject to review								
Car Parking								
Penalty Charge notice (PCN) (Higher Tier)		N	70.00	0.00	60.00	0.00	0.00	0.00
Penalty Charge notice (PCN) (Lower Tier)		N	50.00	0.00	40.00	0.00	0.00	0.00
If paid within 14 days (Higher Tier)		N	35.00	0.00	30.00	0.00	0.00	0.00
If paid within 14 days (Lower Tier)		N	25.00	0.00	20.00	0.00	0.00	0.00
If not paid within 28 days from notice to owner (charge certificate stage) (Higher Tier)		N	105.00	0.00	90.00	0.00	0.00	0.00
If not paid within 28 days from notice to owner (charge certificate stage) (Lower Tier)		N	75.00	0.00	60.00	0.00	0.00	0.00
Residents Parking Permits[1]								
Stony Stratford - Church Street/Market Square		N	No Charge	0.00	No Charge	0.00	0.00	0.00
Stony Stratford - Horsefair Green		N	No Charge	0.00	No Charge	0.00	0.00	0.00
Woburn Sands - Vicarage Street		N	No Charge	0.00	No Charge	0.00	0.00	0.00
Bletchley - all areas		N	No Charge	0.00	No Charge	0.00	0.00	0.00
CMK - Resident Permit		N	No Charge	0.00	No Charge	0.00	0.00	0.00
CMK - Business Permit - annual cost		N	270.00	0.00	225.00	0.00	0.00	0.00
CMK Pay & Display - std rate tariff		N	0.30	0.00	0.25	0.00	0.00	0.00
CMK Pay & Display - premium rate tariff		N	1.20	0.00	1.00	0.00	0.00	0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
CMK Long Stay & Railway Station (12 Hours fixed tariff @ £7.00)	Per day	N	7.00	0.00	5.00	0.00		
Theatre Car Park	Per Visit	Y	1.28	1.50	1.70	2.00		
CARSHAREMK Membership Fees**								
Ordinary Member Application	Per Annum	N	30.00	0.00	20.00	0.00		
Ordinary Member Renewal	Per Annum	N	30.00	0.00	20.00	0.00		
Ordinary Member Reapplication	Per Annum	N	40.00	0.00	30.00	0.00		
Outward Rail Commuter Application	Per Annum	N	60.00	0.00	50.00	0.00		
Outward Rail Commuter Renewal	Per Annum	N	60.00	0.00	50.00	0.00		
Outward Rail Commuter Reapplication	Per Annum	N	70.00	0.00	60.00	0.00		
Permit Reissue	Per Issue	N	15.00	0.00	10.00	0.00		
Goldcard Reissue	Per Issue	N	15.00	0.00	10.00	0.00		
Bridges and Engineering								
Section 38 Charges to Developers	(% of estimated cost of roadworks)	N	0.07	0.00	0.07	0.00		
Section 38 Charges to Developers (additional flat rate fee)		N	1,000.00	0.00	1,000.00	0.00		
Provision of Temporary Traffic Order		N	1,300.00	0.00	1,250.00	0.00		
Highways								
Skip Licence (First 2 weeks)		N	16.50	0.00	15.00	0.00		
Skip Licence (Subsequent 2 weeks)		N	22.00	0.00	20.00	0.00		
Scaffold Licence - Simple		N	144.50	0.00	132.00	0.00		
Scaffold Licence - Complex		N	332.00	0.00	310.00	0.00		
Planting Licence		N	50.00	0.00	47.00	0.00		
Vehicle Crossing – Residential		N	65.00	0.00	61.00	0.00		
Vehicle Crossing – Industrial		N	235.00	0.00	220.00	0.00		
Materials deposited on the highway		N	30.00	0.00	30.00	0.00		
Tables & Chairs outside eating establishments - CMK	Per Table per Annum	N	120.00	0.00	112.00	0.00		
Tables & Chairs outside eating establishments - rest of Borough	Per Table per Annum	N	60.00	0.00	56.00	0.00		
Officer Time								
Chargeable work carried out not defined elsewhere.	Per Hour, or part thereof	N	79.00	0.00	74.00	0.00		

** Carshare MK Fee's not included in error on 2009/10 Fee's & Charges Schedule. The fees charge in 2009/10 are shown above.

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £		
Waste Management								
Refuse Collection								
Refuse Sacks	Per Roll**	Y	2.13	2.50	0.05	0.06		
Special Collections - domestic waste	On specific day, per collection	N	10.00	0.00	10.00	0.00		
Chargeable "special" collections? - for DIY waste, garden waste and "industrial waste" (inc. DIY bag)	Per Hour, or thereafter part thereof	N	40.00	0.00	40.00	0.00		
Officer Time								
Chargeable work carried out not defined elsewhere.	Per Hour, or part thereof	Y	75.98	89.28	74.49	87.53		

** Fees for 2009/10 shown as charge per sack. This is now correctly shown as charge per Roll of refuse sacks.

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £		
<u>Street Lighting</u>								17.5% £
Design of Scheme		N	225.00	0.00		210.00		0.00
Approval of Scheme		N	110.00	0.00		103.00		0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £		
Taxi Licensing										
Licences - Hackney Carriages										
Hackney Carriage Drivers Licence - initial	3 years	N	184.00	0.00	184.00	0.00	184.00	0.00	184.00	0.00
Hackney Carriage Drivers Licence - renewal	3 years	N	92.00	0.00	92.00	0.00	92.00	0.00	92.00	0.00
Private Hire Operators Licence	Per Annum	N	272.00	0.00	272.00	0.00	272.00	0.00	272.00	0.00
Private Hire Operators Licence (all vehicles adapted to carry wheelchairs)	Per Annum	N	136.00	0.00	136.00	0.00	136.00	0.00	136.00	0.00
Private Hire Drivers Licence - initial	3 years	N	136.00	0.00	136.00	0.00	136.00	0.00	136.00	0.00
Private Hire Drivers Licence - renewal	3 years	N	92.00	0.00	92.00	0.00	92.00	0.00	92.00	0.00
Combined Drivers Licence - initial	3 years	N	184.00	0.00	184.00	0.00	184.00	0.00	184.00	0.00
Combined Drivers Licence - renewal	3 years	N	111.00	0.00	111.00	0.00	111.00	0.00	111.00	0.00
Private Hire Vehicle (inclusive of MOGO[2] Plate)		N	154.00	0.00	154.00	0.00	154.00	0.00	154.00	0.00
Plate Exempt		N	140.00	0.00	140.00	0.00	140.00	0.00	140.00	0.00
Hackney Carriage Vehicle (inclusive of 2 x MOGO plates)		N	172.00	0.00	172.00	0.00	172.00	0.00	172.00	0.00
Induction (inclusive of knowledge test)		N	354.00	0.00	354.00	0.00	354.00	0.00	354.00	0.00
Knowledge Test fee retake		N	121.00	0.00	121.00	0.00	121.00	0.00	121.00	0.00
Test to Lift Police prohibition		N	66.00	0.00	66.00	0.00	66.00	0.00	66.00	0.00
Transfer of Licence Plate:										
New Vehicle		N	43.00	0.00	43.00	0.00	43.00	0.00	43.00	0.00
Over 3 years old and London style H/C over 5 years		N	92.00	0.00	92.00	0.00	92.00	0.00	92.00	0.00
Under 3 years old and London style H/C under 5 years		N	43.00	0.00	43.00	0.00	43.00	0.00	43.00	0.00
Transfer of Ownership		N	43.00	0.00	43.00	0.00	43.00	0.00	43.00	0.00
Replacement Vehicle - Licence and window disc		N	34.00	0.00	34.00	0.00	34.00	0.00	34.00	0.00
Medical Charge - £35+ £11		N	46.00	0.00	46.00	0.00	46.00	0.00	46.00	0.00
Criminal Records Bureau Charge - £36 + £11		N	47.00	0.00	47.00	0.00	47.00	0.00	47.00	0.00
Replacement of Plate		N	26.00	0.00	26.00	0.00	26.00	0.00	26.00	0.00
Replacement of Bracket		N	15.00	0.00	15.00	0.00	15.00	0.00	15.00	0.00
Replacement of Drivers Badge		N	30.00	0.00	30.00	0.00	30.00	0.00	30.00	0.00
Replacement Drivers Licence		N	31.00	0.00	31.00	0.00	31.00	0.00	31.00	0.00
Hackney Carriage Window Pouch		N	3.00	0.00	3.00	0.00	3.00	0.00	3.00	0.00
VIP Bracket		N	15.00	0.00	15.00	0.00	15.00	0.00	15.00	0.00
Vehicle Retest Fee (after 7 days)		N	90.00	0.00	90.00	0.00	90.00	0.00	90.00	0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
Non-attendance at Synergy for vehicle test		N	40.00	0.00	40.00	0.00	40.00	0.00	0.00	0.00
Provision of information from files		N	120.00	0.00	120.00	0.00	120.00	0.00	0.00	0.00
Fitting of bracket at Synergy		N	N/A	0.00	N/A	0.00	N/A	0.00	0.00	0.00
Returned cheque fee		N	36.00	0.00	36.00	0.00	36.00	0.00	0.00	0.00
Replacement Window Stickers for Private Hire Vehicles (pair)		N	N/A	0.00	N/A	0.00	N/A	0.00	0.00	0.00
Meter Check		N	17.00	0.00	17.00	0.00	17.00	0.00	0.00	0.00
VIP Plate		N	14.00	0.00	14.00	0.00	14.00	0.00	0.00	0.00
Non-attendance at Synergy for vehicle- re test		N	20.00	0.00	20.00	0.00	20.00	0.00	0.00	0.00
Insurance/Hire - Transfer driver (Each way - £43 - £86)		N	43.00	0.00	43.00	0.00	43.00	0.00	0.00	0.00
Late/No show		N	40.00	0.00	40.00	0.00	40.00	0.00	0.00	0.00
First Aid Kit		N	12.00	0.00	12.00	0.00	12.00	0.00	0.00	0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £		
Streetcare										
Landscaping & Countryside										
High Hedges		N	465.00	0.00	450.00	0.00				
Public Path Orders		N	900.00	0.00	851.06	0.00				
Bury Field Common										
Horse Riding Permit - (Non Commercial)	Per Horse	N	32.80	0.00	32.80	0.00				
Horse Riding Permit - (Commercial)	Per Horse	N	65.80	0.00	65.80	0.00				

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	VAT 17.5% £	Value Excl. VAT £	VAT 17.5% £	Value Excl. VAT £	VAT 17.5% £	Value Excl. VAT £	VAT 17.5% £
Other Fees										
Personal Licence										
Application for Personal Licence		N	37.00	0.00	37.00	0.00	37.00	0.00	37.00	0.00
Application for Copy of Personal Licence on theft, loss etc.		N	10.50	0.00	10.50	0.00	10.50	0.00	10.50	0.00
Notification of Change of Name or Address (holder of personal licence)		N	10.50	0.00	10.50	0.00	10.50	0.00	10.50	0.00
Premises Licence										
Application for Copy of Premise Licence or Summary on theft, loss etc.		N	10.50	0.00	10.50	0.00	10.50	0.00	10.50	0.00
Notification of Change of Name or Address (holder of premises licence)		N	10.50	0.00	10.50	0.00	10.50	0.00	10.50	0.00
Application to Vary Specified Individual as Premises Supervisor		N	23.00	0.00	23.00	0.00	23.00	0.00	23.00	0.00
Application to Transfer Premises Licence		N	23.00	0.00	23.00	0.00	23.00	0.00	23.00	0.00
Interim Authority Notice		N	23.00	0.00	23.00	0.00	23.00	0.00	23.00	0.00
Application for Making of Provisional Statement		N	315.00	0.00	315.00	0.00	315.00	0.00	315.00	0.00
Club Premises Certificate										
Application for Copy of Club Premise Certificate or Summary on theft, loss etc.		N	10.50	0.00	10.50	0.00	10.50	0.00	10.50	0.00
Notification of Change of Name or Alteration of Club Rules		N	10.50	0.00	10.50	0.00	10.50	0.00	10.50	0.00
Change of Relevant Registered Address of Club		N	10.50	0.00	10.50	0.00	10.50	0.00	10.50	0.00
TEN										
Temporary Event Notice		N	21.00	0.00	21.00	0.00	21.00	0.00	21.00	0.00
Application for Copy of Notice on theft, loss etc.		N	10.50	0.00	10.50	0.00	10.50	0.00	10.50	0.00
Other										
Supply of Copies of Information Contained in Register		N	POA	0.00	POA	0.00	TBC	0.00	TBC	0.00
Notice of Interest in Premises		N	21.00	0.00	21.00	0.00	21.00	0.00	21.00	0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £		
Land Charges										
LLC1 Form only		N	25.00	0.00	26.00	0.00				
CON29R		N	56.00	0.00	84.00	0.00				
Full Search LLC1 & CON29R (Residential)		N	81.00	0.00	110.00	0.00				
Expedited search		N	50.00	0.00	50.00	0.00				
Extra parcel of land		N	28.00	0.00	28.00	0.00				

Community Wellbeing		Activity Item	Basis	Vatable Enter Y or N	2010/11		2009/10	
					Value Excl. VAT	Value Incl. VAT 17.5%	Value Excl. VAT	Value Incl. VAT 17.5%
			£	£	£	£		
Leisure Services Core Prices								
Directly Managed Sports Grounds and Community Centres								
*Squash Courts								
	Deposit fee £20	Per 40 Minutes		Y	N/A	0.00	6.72	7.90
	***Heelands, Springfield, Netherfield and Tinkers Bridge - Meeting Places - Voluntary Organisations / Charities (Monday to Friday, 9am - 7pm)	Per 40 Minutes						
	Up to 50 people	Per Hour		N	6.90	0.00	6.57	0.00
	50-100 people	Per Hour		N	9.09	0.00	8.66	0.00
	More than 100 people	Per Hour		N	11.30	0.00	10.76	0.00
	***Heelands, Springfield, Netherfield and Tinkers Bridge - Meeting Places - Voluntary Organisations / Charities (Saturdays & Sundays).							
	Up to 50 people	Per Hour		N	9.81	0.00	9.34	0.00
	50-100 people	Per Hour		N	12.02	0.00	11.45	0.00
	More than 100 people	Per Hour		N	14.22	0.00	13.54	0.00
	***Heelands, Springfield, Netherfield and Tinkers Bridge - Meeting Places - Standard Booking (not voluntary)							
	Up to 50 people	Per Hour		N	16.76	0.00	15.96	0.00
	50-100 people	Per Hour		N	18.96	0.00	18.06	0.00
	More than 100 people	Per Hour		N	21.17	0.00	20.16	0.00
	Wedding Receptions	Weekends Only (9am -12 Midnight)		N	22.05	0.00	21.00	0.00
	Wedding Receptions (weekdays)	Same as Meeting Places - Standard						
	Rickley Park, Tattenhoe Lane, Woolstone - Football							
	Football Weekly Cost - Adult/Senior	(£48.67 per game for 34 games)		N	1,737.52	0.00	1,654.78	0.00
	Football Fortnightly cost - Adult/Senior	(£51.50 per game for 17 games)		N	919.28	0.00	875.50	0.00
	Football Casual Game	Per Game		Y	75.41	88.61	71.82	84.39
	Football Weekly Cost - Junior	(£37.72 per game for 34 games)		N	1,348.60	0.00	1,282.48	0.00
	Football Fortnightly cost - Junior	(£39.90 per game for 17 games)		N	712.22	0.00	678.30	0.00
	Football Casual Game - Junior	Per Game		Y	57.46	67.51	54.72	64.30
	Football - Nursery 7's (Football Activity)	Per Game		Y	9.92	11.66	9.45	11.10
	Rickley Park, Tattenhoe Lane, Woolstone - Tournaments with facilities							
	Rickley Park, Tattenhoe Lane, Woolstone - Tournaments without facilities	Per Day		Y	187.43	220.22	178.50	209.74
	NOTE: One off bookings for sports events NOT relating to our regular bookers must be charged VAT	Per Day		Y	140.07	164.58	133.40	156.75
	Cricket							
	Cricket Weekly Cost - Weekends	(£62.38 per game for 18 games)		N	1,178.98	0.00	1,122.84	0.00
	Cricket Fortnightly Cost - Weekends	(£57.00 per game for 10 games)		N	598.50	0.00	570.00	0.00
	Cricket Casual Game - Weekends	Per Game		Y	71.82	84.39	68.40	80.37
	Cricket Weekly Cost - Evenings	(£52.25 per game for 18 games)		N	987.53	0.00	940.50	0.00
	Cricket Fortnightly Cost - Evenings	(£46.06 per game for 10 games)		N	483.63	0.00	460.60	0.00
	Cricket Casual Game - Evenings	Per Game		Y	55.37	65.06	52.73	61.96
	Cricket weekends and evenings without changing facilities	Weekly Cost (18 Games)		Y	790.49	928.83	752.85	884.60
		Fortnightly cost (10 games)		Y	407.93	479.31	388.50	456.49
		Casual Game		Y	48.51	57.00	46.20	54.29

*Squash Courts are no longer directly manageable by the council so not included on Council's fees & Charges.

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT
			£	17.5%	£	£	17.5%	£

Adult Continued Education

The latest Adult Continuing Education courses can be found in the Adult Learning Course Programme. Download the latest brochure from www.miltonkeynes.gov.uk/ace or phone 01908 556700.

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
Milton Keynes Community Language Service								
Milton Keynes Council								
Interpreting								
Telephone Interpreting	Per hour (Min of 1hr)	N	40.00	0.00	40.00	0.00	40.00	0.00
Translator Plus (Advocacy)	£9.70 based on 15 minutes time segment + £2.70 per cost of call	N	12.40	0.00	12.40	0.00	12.40	0.00
	Per hour (Min of 1hr)	N	42.00	0.00	42.00	0.00	42.00	0.00
Translation	For one language per first 100 words (£10 per each subsequent 100 words). Multiple languages, multiple documents and specialised layout charges by arrangement.	N	43.00	0.00	43.00	0.00	43.00	0.00
Proof Reading	Per 100 words (then £2.60 per each Subsequent 100 words)	N	5.50	0.00	5.50	0.00	5.50	0.00
Travel Costs	Per hour travel time to venue, where applicable (plus £0.40 per mile plus parking if necessary, cost of public transport or taxi - to be agreed in advance)	N	10.50	0.00	10.50	0.00	10.50	0.00
All Public Bodies (In & outside Milton Keynes including Bedford Hospital, Bedford PCT & Beds County Council)								
Interpreting	Per hour (Min of 1hr)	Y	40.00	47.00	40.00	47.00	40.00	47.00
Telephone Interpreting	£10.00 per call plus £16.00 hourly interpreters fee based on 15 minutes time segment.	Y	10.00	11.75	10.00	11.75	10.00	11.75
Translator Plus (Advocacy)	Per hour (Min of 1hr)	Y	42.00	49.35	42.00	49.35	42.00	49.35
Translation	For one language per first 100 words (£10 per each subsequent 100 words). Multiple languages, multiple documents and specialised layout charges by arrangement.	Y	43.00	50.53	43.00	50.53	43.00	50.53
Proof Reading	Per first 100 words (then £2.60 per each subsequent 100 words)	Y	5.50	6.46	5.50	6.46	5.50	6.46
Travel Costs	Per hour travel time to venue, where applicable (plus £0.40 per mile plus parking if necessary, cost of public transport or taxi - to be agreed in advance)	Y	10.50	12.34	10.50	12.34	10.50	12.34
MK PCT (SLA) and Charities								
Interpreting	Per hour (Min of 1hr)	Y	32.50	38.19	32.50	38.19	32.50	38.19

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	VAT 17.5% £	Value Excl. VAT £	VAT 17.5% £	Value Excl. VAT £	VAT 17.5% £	Value Excl. VAT £	VAT 17.5% £
Telephone Interpreting	£10.00 per call plus £16.00 hourly interpreters fee based on 15 minutes time segment.	Y	10.00	11.75	10.00	11.75	10.00	11.75		
Translator Plus (Advocacy)	Per hour (Min of 1hr)	Y	34.50	40.54	34.50	40.54	34.50	40.54		
Translation	For one language per first 100 words (£10 per each subsequent 100 words). Multiple languages, multiple documents and specialised layout charges by arrangement.	Y	43.00	50.53	43.00	50.53	43.00	50.53		
Proof Reading	Per first 100 words (then £2.60 per each subsequent 100 words)	Y	5.50	6.46	5.50	6.46	5.50	6.46		
Travel Costs	Per hour travel time to venue, where applicable (plus £0.40 per mile plus parking if necessary, cost of public transport or taxi - to be agreed in advance)	Y	10.50	12.34	10.50	12.34	10.50	12.34		
Luton PCT (SLA if in place)										
Interpreting	Per hour (Min of 1hr)	Y	34.00	39.95	34.00	39.95	34.00	39.95		
Telephone Interpreting	£10.00 per call plus £16.00 hourly interpreters fee based on 15 minutes time segment.	Y	10.00	11.75	10.00	11.75	10.00	11.75		
Translator Plus (Advocacy)	Per hour (Min of 1hr)	Y	36.00	42.30	36.00	42.30	36.00	42.30		
Translation	For one language per first 100 words (£10 per each subsequent 100 words). Multiple languages, multiple documents and specialised layout charges by arrangement.	Y	43.00	50.53	43.00	50.53	43.00	50.53		
Proof Reading	Per first 100 words (then £2.50 per each subsequent 100 words)	Y	5.50	6.46	5.50	6.46	5.50	6.46		
Travel Costs	Per hour travel time to venue, where applicable (plus £0.40 per mile plus parking if necessary, cost of public transport or taxi - to be agreed in advance)	Y	10.50	12.34	10.50	12.34	10.50	12.34		
Commercial Companies in and outside Milton Keynes										
Interpreting	Per hour (Min of 1hr)	Y	50.00	58.75	50.00	58.75	50.00	58.75		
Telephone Interpreting	£10.00 per call plus £16.00 hourly interpreters fee based on 15 minutes time segment.	Y	10.00	11.75	10.00	11.75	10.00	11.75		
Translator Plus (Advocacy)	Per hour (Min of 1hr)	Y	52.00	61.10	52.00	61.10	52.00	61.10		

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £		
Translation	For one language per first 100 words (£10 per each subsequent 100 words). Multiple languages, multiple documents and specialised layout charges by arrangement.	Y	43.00	50.53			43.00	50.53		
Proof Reading	Per first 100 words (then £2.50 per each subsequent 100 words)	Y	5.50	6.46			5.50	6.46		
Travel Costs	Per hour travel time to venue, where applicable (plus £0.40 per mile plus parking if necessary, cost of public transport or taxi - to be agreed in advance)	Y	10.50	12.34			10.50	12.34		
Private Individuals										
Interpreting	Per hour (Min of 1hr)	Y	40.00	47.00			40.00	47.00		
Telephone Interpreting	£10.00 per call plus £16.00 hourly interpreters fee based on 15 minutes time segment.	Y	10.00	11.75			10.00	11.75		
Translator Plus (Advocacy)	Per hour (Min of 1hr)	Y	42.00	49.35			42.00	49.35		
Translation	For one language per first 100 words (£10 per each subsequent 100 words). Multiple languages, multiple documents and specialised layout charges by arrangement.	Y	43.00	50.53			43.00	50.53		
Proof Reading	Per first 100 words (then £2.60 per each subsequent 100 words)	Y	5.50	6.46			5.50	6.46		
Travel Costs	Per hour travel time to venue, where applicable (plus £0.40 per mile plus parking if necessary, cost of public transport or taxi - to be agreed in advance)	Y	10.50	12.34			10.50	12.34		

Prices may vary accordingly to a rare language or a self-employed interpreter been used/requested.

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £		
Library Services								
Hire Fees and Loan Periods								
Books	Up to 3 weeks	N	No Charge	0.00	No Charge	0.00		
Magazines	1 week	N	No Charge	0.00	No Charge	0.00		
Spoken Word Cassettes - Up to 4 tapes	3 weeks	N	1.50	0.00	1.50	0.00		
Spoken Word Cassettes - 5+ tapes	3 weeks	N	2.00	0.00	2.00	0.00		
Spoken Word Cassettes - 12+ tapes	3 weeks	N	2.50	0.00	2.50	0.00		
Spoken Word CDs - Up to 4 discs	3 weeks	N	2.00	0.00	2.00	0.00		
Spoken Word CDs - 5+ discs	3 weeks	N	2.50	0.00	2.50	0.00		
Compact Discs - Single	2 weeks	N	1.10	0.00	1.10	0.00		
Compact Discs - Double	2 weeks	N	1.50	0.00	1.50	0.00		
CD-ROMs - Gold	2 weeks	N	2.00	0.00	2.00	0.00		
CD-ROMs - Blue	2 weeks	N	1.50	0.00	1.50	0.00		
Videos	1 week	N	1.00	0.00	1.00	0.00		
DVDs	1 week	N	2.75	0.00	2.75	0.00		
DVDs - Boxed Sets	2 weeks	N	5.50	0.00	5.50	0.00		
DVDs - Children's	1 week	N	1.25	0.00	1.25	0.00		
Playstation Games	2 weeks	N	N/A	0.00	4.00	0.00		
Blu Ray	2 weeks	N	2.75	0.00	2.75	0.00		
Fines								
Adults Books, Magazines, Cassettes, CDs	Each per day, max. £5.00	N	0.25	0.00	0.20	0.00		
Children's Books	Each per day, max. £2.50	N	0.15	0.00	0.10	0.00		
Videos, DVDs & CD-ROMs	Each per day, max. £12.50	N	0.55	0.00	0.50	0.00		
Photocopying and FAX								
Photocopies	Per A4 sized page	Y	0.13	0.15	0.09	0.10		
Photocopies	Per A3 sized page	Y	0.21	0.25	0.17	0.20		
Microforms		Y	0.47	0.55	0.34	0.40		
Colour Copying	Per A4 sized page	Y	1.02	1.20	0.85	1.00		
Colour Copying	Per A3 sized page	Y	1.36	1.60	1.28	1.50		

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT	Value Excl. VAT	Value Incl. VAT
			£	£	£	£	£	£	£	£
FAX - Receiving	Per Page	Y	0.43	0.51	0.43	0.51	0.43	0.51	0.43	0.51
FAX - Sending - UK	Per Page	Y	1.11	1.30	1.11	1.30	1.06	1.25	1.06	1.25
FAX - Sending - Europe	Per Page	Y	2.13	2.50	2.13	2.50	1.70	2.00	1.70	2.00
FAX - Sending - USA	Per Page	Y	2.55	3.00	2.55	3.00	2.13	2.50	2.13	2.50
FAX - Sending - rest of world	Per Page	Y	2.55	3.00	2.55	3.00	2.55	3.00	2.55	3.00
Computers										
1 st Session -- :Library Members	Per half hour	N	No Charge	0.00	No Charge	0.00	No Charge	No Charge	No Charge	0.00
Extra Sessions and Non-Members	Per half hour	Y	1.02	1.20	1.02	1.20	1.00	1.18	1.00	1.18
Printing: Black & White	Per page	Y	0.21	0.25	0.21	0.25	0.20	0.24	0.20	0.24
Printing: Colour	Per page	Y	0.64	0.75	0.64	0.75	0.60	0.71	0.60	0.71
Reservations										
Children's Books	Per item	N	0.20	0.00	0.20	0.00	No Charge	0.00	No Charge	0.00
Items from MK Stock	Per item	N	0.60	0.00	0.60	0.00	0.50	0.00	0.50	0.00
Items from SELMS partner's stock	Per item	N	2.00	0.00	2.00	0.00	2.00	0.00	2.00	0.00
Items from Outside SELMS (ILL)	Per item	N	3.00	0.00	3.00	0.00	2.50	0.00	2.50	0.00
Vocal Scores	Up to 40 copies	N	11.00	0.00	11.00	0.00	11.00	0.00	11.00	0.00
Vocal Scores	Per additional copy over 40 copies	N	0.25	0.00	0.25	0.00	0.25	0.00	0.25	0.00
Music/orchestral sets	Per set	N	6.00	0.00	6.00	0.00	6.00	0.00	6.00	0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT £
Adult Social Care								
	Fees are financially assessed under Department of Health Charging for Residential Care Guidance (CRAG).	N	N/A	0.00		N/A		0.00
Residential & Nursing Home								
Community Care								
	Home Care/Day Care/Direct Payments are financially assessed under the Council's Fairer Charging Policy. Contribution rates are therefore notional. Direct Payment rates for agency provision vary in relation to time of service delivery.							
Home Care	Per Hour	N	15.40	0.00		15.00		0.00
Day Care	Per day	N	15.40	0.00		15.00		0.00
Direct Payments (Home Care)	Per Hour	N	15.40	0.00		15.00		0.00
Direct Payments (Day Care)	Per day	N	15.40	0.00		15.00		0.00
Direct Payments (Personal Assistant)	Per Hour	N	10.50	0.00		10.21		0.00
Standard Rate Charges								
Meals	Per Meal	N	3.80	0.00		3.70		0.00
Laundry	Per Load	N	5.00	0.00		4.90		0.00
Learning Disability Travel	Per day	N	2.50	0.00		2.40		0.00
Supporting People								
	Supporting People clients are financially assessed under the Council's Fairer Charging Policy for housing related support services.							
Sheltered Alarm	Per Week	N	3.10	0.00		3.00		0.00
Non Sheltered Alarm - non - VATable	Per Week	N	3.10	0.00		3.00		0.00
Non Sheltered Alarm - VATable	Per Week	Y	3.10	3.64		3.00		3.53
Visiting Warden Alarm - non -VATable	Per Week	N	1.50	0.00		1.50		0.00
Visiting Warden Alarm -VATable	Per Week	Y	1.50	1.76		1.50		1.76
Sheltered Housing								
Category 1	Per Week	N	14.10	0.00		13.80		0.00
Category 2	Per Week	N	17.20	0.00		16.79		0.00
Category 3	Per Week	N	15.80	0.00		15.43		0.00

All Adult Social Care Fees are being reviewed as part of the Charging Review - to be completed by Oct 2010.

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £
Registrar										
First Birth or Death Certificate		N	3.50	0.00			3.50	0.00		0.00
Additional Standard Certificates		N	7.00	0.00			7.00	0.00		0.00
Short Birth Certificate		N	5.50	0.00			5.50	0.00		0.00
Notice to enter marriage from 1 January 2001	Per Person	N	30.00	0.00			30.00	0.00		0.00
Marriage at Register Office		N	40.00	0.00			40.00	0.00		0.00
Marriage at Licensed Venue (weekday)		N	260.00	0.00			260.00	0.00		0.00
Marriage at Licensed Venue (Saturday)		N	410.00	0.00			410.00	0.00		0.00
Marriage at Licensed Venue (Sunday)		N	445.00	0.00			445.00	0.00		0.00
Licensing of Venue for Marriage (1 room) (3 year licence)		N	1,175.00	0.00			1,175.00	0.00		0.00
Each Additional Room	No charges for additional rooms	N	0.00	0.00			0.00	0.00		0.00
*Nationality Checking Service										
Single Adult		N	N/A	0.00			75.00	0.00		0.00
Husband & Wife (living together)		Y	42.55	50.00			N/A	0.00		0.00
Husband & Wife + up to 2 Children		Y	59.57	70.00			N/A	0.00		0.00
Single Parent + up to 2 Children		Y	68.08	80.00			N/A	0.00		0.00
Additional Children on Parents Application		Y	59.57	70.00			N/A	0.00		0.00
Children Under 18 years (applying separately from Parents)	Per Child	Y	21.28	25.00			N/A	0.00		0.00
	Per Child	Y	21.28	25.00			N/A	0.00		0.00

*Nationality Checking Service now split to show specific fees.

ANNEX H

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £	Value Excl. VAT £	Value Incl. VAT £
Housing General Fund				17.5%			17.5%	
Homelessness								
Emergency Bed & Breakfast Accommodation. This charge is to cover services not eligible for housing benefit e.g. Lighting, laundry.								
Emergency Bed & Breakfast Accommodation for families/individuals where the applicant is over 25 yrs.	Per Week	N	N/A	0.00		10.55		0.00
Emergency Bed & Breakfast Accommodation for families/individuals where the applicant is under 25 yrs.	Per Week	N	N/A	0.00		5.27		0.00
Private Sector Housing								
Charges For Notices		N	225.00	0.00		225.00		0.00
Houses Of Multiple Occupancy		N	885.00	0.00		885.00		0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £		
<u>HRA – Fees and Charges</u>										
Garage Rents - non-VATable	Per Week	N	9.81	0.00	9.57	0.00				
Garage Rents - VATable	Per Week	Y	9.81	11.53	9.57	11.24				
Carport Rents - non-VATable	Per Week	N	1.94	0.00	1.89	0.00				
Carport Rents - VATable	Per Week	Y	1.94	2.28	1.89	2.22				
Mellish Court Concierge Charge - Tenants	Per Week	N	5.63	0.00	5.59	0.00				
Hostels (Per Adult)	Per Night	N	12.71	0.00	12.62	0.00				
Hostels (Per Child)	Per Night	N	6.94	0.00	6.89	0.00				
Average 3 Bedroom House	Per Week (52 Week)	N	78.75	0.00	90.33*	0.00				
Land Purchase Enquiries	Per Enquiry	N	250.00	0.00	250.00	0.00				
Shared Ownership Retrospective Consent to Alterations	Per Enquiry	N	80.00	0.00	80.00	0.00				
Vehicle Access Licence	Admin charge (Plus variable annual fee - approx £50 P.A.)	N	100.00	0.00	100.00	0.00				
Leasehold Solicitor's Enquiries (re-mortgage or resale)	Per Enquiry	N	30.00	0.00	30.00	0.00				
Leasehold Solicitor's Enquiries	Per Sublet	N	10.00	0.00	10.00	0.00				
Shared Ownership Enquiries (re-mortgage only)	Per Enquiry	N	30.00	0.00	30.00	0.00				
Shared Ownership Staircasing Valuation	Per Valuation	N	5.00	0.00	5.00	0.00				
Shared Ownership Assignment Fees	Per Assignment	N	100.00	0.00	100.00	0.00				
Leasehold Retrospective Consent to Alterations	Per Enquiry	N	80.00	0.00	80.00	0.00				
Notice of Transfer	Per Enquiry	N	20.00	0.00	20.00	0.00				
Notice of Charge	Per Enquiry	N	20.00	0.00	20.00	0.00				
Notice of Mortgage	Per Enquiry	N	20.00	0.00	20.00	0.00				
Letter/Deed of Postponement	Per Enquiry	N	40.00	0.00	40.00	0.00				
Deed of Variation/Rectification	Per Notice	N	265.00	0.00	265.00	0.00				
Notice of Subletting	Per Notice	N	10.00	0.00	10.00	0.00				
Postponing RTB Discount Fee	Per Postponement	N	40.00	0.00	40.00	0.00				
Security Key Purchase	Per Key	N	7.00	0.00	6.00	0.00				

* This figure was amended for 2009/10 to £78.04 to reflect correction and reduction in the 2009-10 rent increase from 5.5% to 2.75% inline with MKC's acceptance of government offer of reduced negative subsidy payments.

Finance and Risk Management	Activity/Item	Basis	Vatable Enter Y or N	Value Excl. VAT		Value Incl. VAT		Value Excl. VAT	
				£	£	17.5%	£	£	£
Court Costs Charged to Local Taxation Defaulters									
	Council Tax summons	Fees set with permission of the court	N	60.00	0.00			54.00	
	Council Tax Liability Order	Fees set with permission of the court	N	30.00	0.00			30.00	
	Non Domestic Rates summons	Fees set with permission of the court	N	75.00	0.00			79.50	
	Non Domestic Rates Liability Order	Fees set with permission of the court	N	40.00	0.00			40.00	

*There was a full review of the court fees last year. At the time of setting the budget these were estimated at 79.50. The actual fees were 75.00.

Value Incl.
VAT
17.5%
£
0.00
0.00
0.00
0.00

Strategy and Partnerships	Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
				Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT £
	Sale of Agenda and Minutes								
	Council	Annual Subscription	N	N/A	0.00	0.00	183.50	0.00	0.00
	Cabinet	Annual Subscription	N	N/A	0.00	0.00	570.00	0.00	0.00
	Development Control Committee	Annual Subscription	N	N/A	0.00	0.00	428.00	0.00	0.00
	All Other Agenda and Minutes	Annual Subscription	N	N/A	0.00	0.00	83.50	0.00	0.00
	Development Control Committee	Charge Per Meeting Agenda	N	10.00	0.00	0.00	28.50	0.00	0.00
	Agenda - Other	Charge Per Meeting Agenda	N	10.00	0.00	0.00	17.00	0.00	0.00
	Minutes	Per Meeting	N	3.00	0.00	0.00	2.00	0.00	0.00
	Copy Charges	Per Sheet	N	2.00	0.00	0.00	1.00	0.00	0.00
	Registration of Electors	Per Confirmation of residence letter	N	25	0.00	0.00	25.00	0.00	0.00
	Legal Advice Charges – Principal (equiv. to at least 8 yrs relevant post qualification/call)	Per Hour - dependant on type of advice	Y	191.44	224.94	172.00	202.10		
	Legal Advice Charges – Senior (equiv. to at least 4 yrs relevant post-qualification/call)	Per Hour - dependant on type of advice	Y	170.4	200.22	153.00	179.78		
	Legal Advice Charges – Assistant (other solicitors, barristers, legal executives or fee earners of equivalent experience)	Per Hour - dependant on type of advice	Y	153.37	180.21	129.00	151.58		
	Legal Advice Charges – (trainee solicitors/pupil barristers, paralegals or fee earners of equivalent experience)	Per Hour - dependant on type of advice	Y	119.28	140.15	94.00	110.45		
	Legal Service Charges – Conjoined rates for specific services	Per Hour - dependant upon type of advice or service-	Y	147.73	173.58	N/A	N/A		
	Legal Case Bundles	Per Sheet	N	0.20	0.00	0.20	0.00		

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
Adult Continued Education								
Abstract painting	Per Course (18hrs)	N	N/A	0.00	0.00	80.00	0.00	0.00
Access Database - Level 1	Per Course (2hrs for 5 weeks)	N	60.00	0.00	N/A	N/A	0.00	0.00
Accounting - OCR Level 2	Per Course (2.25hrs for 23 weeks)	N	280.00	0.00	180.00	180.00	0.00	0.00
Acting for Beginners - 1 day	Per Course (4hrs for 1 day)	N	N/A	0.00	24.00	24.00	0.00	0.00
Acting Improvers - Stanislavsky and his Method	Per Course (4hrs for 1 day)	N	N/A	0.00	24.00	24.00	0.00	0.00
Actions Speak Louder than Words! - An Introduction to Body Language	Per Course (8hrs)	N	N/A	0.00	40.00	40.00	0.00	0.00
Actions Speak Louder than Words! - An Introduction to Body Language	Per Course (6hrs)	N	N/A	0.00	36.00	36.00	0.00	0.00
Acupressure – An Introduction - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
African Drumming Workshop - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
Alexander Technique - An introduction	Per Course (6hrs for 2 weeks)	N	60.00	0.00	36.00	36.00	0.00	0.00
All day French - Absolute Beginners - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	36.00	0.00	0.00
All Day French - Revive your Rusty O Level/GCSE	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	36.00	0.00	0.00
All day Italian - Absolute Beginners	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	36.00	0.00	0.00
All day Spanish - Absolute Beginners	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	36.00	0.00	0.00
All that Glitters - Craft Techniques For Card making - 3 weeks	Per Course (2hrs for 3 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Allotment Gardening - Tips for Novices - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	36.00	0.00	0.00
Anxiety/Stress Management - 1 week	Per Course (6hrs for 1 week)	N	N/A	0.00	36.00	36.00	0.00	0.00
Aquacise for All - 10 weeks	Per Course (0.75hrs for 10 weeks)	N	N/A	0.00	40.00	40.00	0.00	0.00
Arabic - First Steps	Per Course (10hrs)	N	N/A	0.00	50.00	50.00	0.00	0.00
Arabic - Next Steps	Per Course (30hrs)	N	N/A	0.00	135.00	135.00	0.00	0.00
Archaeology - First Steps	Per Course (10hrs)	N	50.00	0.00	50.00	50.00	0.00	0.00
Archaeology - Next Steps	Per Course (10hrs)	N	50.00	0.00	N/A	N/A	0.00	0.00
Archaeology Day	Per Course (4hrs)	N	N/A	0.00	Free	Free	0.00	0.00
Aromatherapy & Massage - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	36.00	0.00	0.00
Aromatherapy & Massage - Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	90.00	0.00	0.00
Aromatherapy & Massage - Improvers - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	50.00	0.00	0.00
Art & Design GCSE	Per Course (60hrs)	N	N/A	0.00	300.00	300.00	0.00	0.00
Art AS - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Assertiveness & Confidence Building	Per Course (4hrs)	N	N/A	0.00	24.00	24.00	0.00	0.00
Assertiveness & Confidence Building	Per Course (12hrs)	N	N/A	0.00	60.00	60.00	0.00	0.00
Assertiveness & Confidence Skills for TFGp	Per Course (3hrs)	N	N/A	0.00	Free	Free	0.00	0.00
Assess Candidates Using a Range of Methods (A1)		N	N/A	0.00	Free	Free	0.00	0.00
Astronomy - an Introduction	Per Course (2hrs)	N	N/A	0.00	Free	Free	0.00	0.00
Award in Learning Support - Supporting Adult Learners C&G 9297 Unit 5 - 5 weeks	Per Course (2.5hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
Adult Continued Education								
Award in Learning Support - Supporting ESOL Learners C&G 9297 Unit 8 - 5 weeks	Per Course (2.5hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Award in Adult Learning Support - Supporting ESOL Learners	Per Course (25hrs)	N	N/A	0.00	165.00	165.00	0.00	0.00
Award in Adult Learning Support - Supporting Literacy Learners	Per Course (25hrs)	N	N/A	0.00	165.00	165.00	0.00	0.00
Award in Adult Learning Support - Supporting Numeracy Learners	Per Course (25hrs)	N	N/A	0.00	165.00	165.00	0.00	0.00
Award in Skills for Life Awareness - C & G 9297 Units 1&2	Per Course (12.5hrs)	N	N/A	0.00	110.00	110.00	0.00	0.00
Award in Learning Support - Supporting Literacy Learners C&G 9297 Unit 6 - 5 weeks	Per Course (2.5hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Award in Learning Support - Supporting Numeracy Learners C&G 9297 Unit 7 - 5 weeks	Per Course (2.5hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Badminton - Beginners	Per Course (15.5hrs)	N	N/A	0.00	70.00	70.00	0.00	0.00
Badminton - Improving Your Game - 10 weeks	Per Course (1.5hrs for 10 weeks)	N	70.00	0.00	70.00	70.00	0.00	0.00
Badminton Mixed Ability - 10 weeks	Per Course (1.5hrs for 10 weeks)	N	70.00	0.00	70.00	70.00	0.00	0.00
Basic Barbering Techniques	Per Course (6 hrs)	N	38.00	0.00	36.00	36.00	0.00	0.00
Basic Car Maintenance	Per Course (20 hrs)	N	N/A	0.00	90.00	90.00	0.00	0.00
Basic Home Maintenance	Per Course (20 hrs)	N	90.00	0.00	90.00	90.00	0.00	0.00
Basic Woodwork	Per Course (20 hrs)	N	N/A	0.00	90.00	90.00	0.00	0.00
Blogging for Beginners - Online Journals	Per Course (3hrs for 1 day)	N	N/A	0.00	18.00	18.00	0.00	0.00
Beaded Jewellery - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	42.00	0.00	40.00	40.00	0.00	0.00
Beaded Jewellery - Christmas Workshop	Per Course (6hrs for 1 day)	N	N/A	0.00	40.00	40.00	0.00	0.00
Beaded Jewellery - Improvers - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	40.00	40.00	0.00	0.00
Big Draw - CPD Workshop 1	Per Course (2hrs)	N	N/A	0.00	12.00	12.00	0.00	0.00
Big Draw - CPD Workshop 2	Per Course (2hrs)	N	N/A	0.00	12.00	12.00	0.00	0.00
Big Draw - CPD Workshop 3	Per Course (2hrs)	N	N/A	0.00	12.00	12.00	0.00	0.00
Big Draw - CPD Workshop 4	Per Course (2hrs)	N	N/A	0.00	12.00	12.00	0.00	0.00
Big Draw - CPD Workshop 5	Per Course (2hrs)	N	N/A	0.00	12.00	12.00	0.00	0.00
Biology GCSE	Per Course (75hrs)	N	N/A	0.00	300.00	300.00	0.00	0.00
Bootcamp Circuits for Beginners	Per Course (10hrs)	N	N/A	0.00	50.00	50.00	0.00	0.00
Boxercise Workout	Per Course (10hrs)	N	N/A	0.00	50.00	50.00	0.00	0.00
Brain Training for Weight Loss	Per Course (2hrs for 5 weeks)	N	50.00	0.00	N/A	N/A	0.00	0.00
Bridal Makeup - An Introduction	Per Course (6hrs for 1 day)	N	38.00	0.00	N/A	N/A	0.00	0.00
Bridal Flowers for Your Wedding - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
Budgeting Skills for TPGp	Per Course (3hrs)	N	N/A	0.00	Free	Free	0.00	0.00
Business Administration - OCR Level 2 - Unit 1 - 12 weeks	Per Course (3hrs for 12 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Business Finance - City & Guilds Level 1	Per Course (2hrs for 12 weeks)	N	130.00	0.00	N/A	N/A	0.00	0.00
Business Finance and Computerised Accounts	Per Course (48hrs)	N	N/A	0.00	275.00	275.00	0.00	0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
Adult Continued Education								
Business Skills - Preparation for Work in an office	Per Course (60hrs)	N	N/A	0.00	320.00	0.00	0.00	
Business Studies GCSE - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Cake Icing - Improvers	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	
Cake Icing - Sugarpaste	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00	
Calligraphy - Experimental Techniques - Summer School - 2 days	Per Course (6hrs for 2 days)	N	N/A	0.00	60.00	0.00	0.00	
Calligraphy for All - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00	
Calligraphy for Christmas - Gothic Lettering	Per Course (6hrs)	N	N/A	0.00	36.00	0.00	0.00	
Card making - An introduction - 2 weeks	Per Course (2hrs for 2 weeks)	N	N/A	0.00	N/A	0.00	0.00	
Card making - Creative Cards for Special Occasions	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00	
Card making - Rubber Stamping - 4 weeks	Per Course (2hrs for 4 weeks)	N	N/A	0.00	N/A	0.00	0.00	
Career Planning	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	0.00	
Career Planning	Per Course (12hrs)	N	N/A	0.00	60.00	0.00	0.00	
Caring for Young Children	Per Course (2hrs for 10 weeks)	N	100.00	0.00	N/A	0.00	0.00	
Caring for your Plants: Pruning, Weed and Pest Control	Per Course (20hrs)	N	100.00	0.00	N/A	0.00	0.00	
Carve & Print - An Introduction to Woodcuts	Per Course (3hrs for 1 day)	N	19.00	0.00	18.00	0.00	0.00	
Carve & Print - Woodcuts for Beginners - Summer School - 2 days	Per Course (6hrs for 2 days)	N	N/A	0.00	0.00	0.00	0.00	
Ceramic Jewellery - Beginners - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	
Ceramics - Project Based	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	
Ceramics - City & Guilds Level 3 Award	Per Course (2hrs for 15 weeks)	N	165.00	0.00	N/A	0.00	0.00	
Certificate in Teaching in the Lifelong Learning Sector - Core Unit 1 - 15 weeks	Per Course (3hrs for 15 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Certificate to Teach in the Lifelong Learning Sector C&G 7304	Per Course (75hrs)	N	N/A	0.00	440.00	0.00	0.00	
Child Psychology & Development - an Introduction	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00	
Chinese (Mandarin) - Absolute Beginners Summer School	Per Course (15hrs)	N	N/A	0.00	70.00	0.00	0.00	
Chinese (Cantonese) AS/A2 - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Chinese (Mandarin) - First Steps	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	0.00	
Chinese (Mandarin) - First Steps	Per Course (12.5hrs)	N	N/A	0.00	60.00	0.00	0.00	
Chinese (Mandarin) - Improvers	Per Course (50hrs)	N	N/A	0.00	224.00	0.00	0.00	
Chinese (Mandarin) - Improvers Summer School	Per Course	N	N/A	0.00	70.00	0.00	0.00	
Chinese (Mandarin) Beginners Fast Track - 16 weeks	Per Course (2.5hrs for 16 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Chinese (Mandarin) Beginners Fast Track - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Chinese (Mandarin) - Moving on to Improvers	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00	
Chinese (Mandarin) - Moving on to Intermediate	Per Course (25hrs)	N	N/A	0.00	112.00	0.00	0.00	
Chinese (Mandarin) - Next Steps	Per Course (30hrs)	N	N/A	0.00	30.00	0.00	0.00	
Chinese (Mandarin) - First Steps	Per Course (37.5hrs)	N	N/A	0.00	180.00	0.00	0.00	

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			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £
Adult Continued Education								
Chinese Brush Painting - an Introduction	Per Course (6hrs)	N	N/A	0.00	36.00	0.00	0.00	
Classical Civilisation AS	Per Course (75hrs)	N	N/A	0.00	375.00	0.00	0.00	
Collage - an Introduction	Per Course (6hrs)	N	N/A	0.00	36.00	0.00	0.00	
Computer/English Skills Certificate - 24 weeks	Per Course (2.5hrs for 24 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Computers For The Not So Terrified - 8 weeks	Per Course (2hrs for 8 weeks)	N	N/A	0.00	75.00	0.00	0.00	
Computers For The Terrified - 2 weeks	Per Course (2hrs for 2 weeks)	N	N/A	0.00	24.00	0.00	0.00	
Confident Dressing	Per Course (6.5hrs)	N	N/A	0.00	Free	0.00	0.00	
Conflict Management - City & Guilds - 2 weeks	Per Course (5hrs for 2 weeks)	N	N/A	0.00	90.00	0.00	0.00	
Conflict Management - City & Guilds	Per Course (12.5hrs)	N	90.00	0.00	N/A	0.00	0.00	
Contemporary Art in Context - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Cookery - African Beginners	Per Course (6hrs for 1 day)	N	38.00	0.00	50.00	0.00	0.00	
Cookery - African Improvers	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	0.00	0.00	
Cookery - Arabic Beginners	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	0.00	0.00	
Cookery - Arabic Improvers	Per Course (2hrs for 5 weeks)	N	50.00	0.00	50.00	0.00	0.00	
Cookery - Chinese Dishes - More Ideas	Per Course (2hrs for 5 weeks)	N	50.00	0.00	50.00	0.00	0.00	
Cookery - Easy Chinese Dishes	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	0.00	0.00	
Cookery - From Around the World - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Cookery - How to Cook the Basics	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	0.00	0.00	
Cookery - How to Cook the Basics - More Ideas	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	0.00	0.00	
Cookery - Healthy Choices	Per Course (2hrs for 5 weeks)	N	50.00	0.00	N/A	0.00	0.00	
Cookery - Indian Beginners	Per Course (2hrs for 5 weeks)	N	50.00	0.00	50.00	0.00	0.00	
Cookery - Indian Improvers	Per Course (2hrs for 5 weeks)	N	50.00	0.00	50.00	0.00	0.00	
Cookery - Italian/Mediterranean	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	0.00	0.00	
Cookery - Quick and Tasty Desserts	Per Course (5hrs)	N	N/A	0.00	30.00	0.00	0.00	
Cookery - Worldwide Favourites	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	0.00	
Counselling - An Introduction	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00	
Create a Game with HTML	Per Course (2hrs for 10 weeks)	N	90.00	0.00	N/A	0.00	0.00	
Create a Website using HTML	Per Course (10hrs)	N	50.00	0.00	50.00	0.00	0.00	
Creative Computing - Photoshop Elements	Per Course (6hrs for 1 day)	N	38.00	0.00	0.00	0.00	0.00	
Creative Embroidery - City & Guilds 7722 Level 1 - 15 weeks	Per Course (2hrs for 15 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Creative Digital Photography - Advanced	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00	
Creative Photographic Techniques - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	
Creative Photography - Advanced - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Creative Photography - Advanced - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Creative Photography - Beginners/Improvers - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00	
Creative Textiles - City & Guilds Level 1 Award	Per Course (2hrs for 15 weeks)	N	165.00	0.00	N/A	0.00	0.00	
Creative Writing - Children's Books & Stories - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	
Creative Writing - Novel Writing - an Introduction	Per Course (6hrs for 1 day)	N	38.00	0.00	N/A	0.00	0.00	

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Adult Continued Education										
Creative Writing - Novel Writing for Beginners	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	90.00	0.00	0.00	0.00	0.00
Creative Writing - Short Stories - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creative Writing - Short Stories - An introduction - 1 day	Per Course (6hrs)	N	38.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00
Croquet Beginners - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	50.00	0.00	0.00	0.00	0.00
Crystal Therapy - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CTLLS C&G 7304 - Unit 3 - Equality and Diversity - 5 weeks	Per Course (2.5hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CTLLS C&G 7304 Core Unit 2 Principles and Practice of Assessment - 5 weeks	Per Course (2.5hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Ballet	Per Course (1hr for 10 weeks)	N	50.00	0.00	0.00	N/A	0.00	0.00	0.00	0.00
Dance - Ballet - 11 weeks	Per Course (1hr for 11 weeks)	N	N/A	0.00	0.00	55.00	0.00	0.00	0.00	0.00
Dance - Ballet - An Introduction - 5 weeks	Per Course (1hr for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Ballet - Beginners - 10 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Ballet - Beginners - 11 weeks	Per Course (1hr for 11 weeks)	N	N/A	0.00	0.00	55.00	0.00	0.00	0.00	0.00
Dance - Ballroom & Latin American - Absolute Beginners	Per Course (10hrs)	N	50.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00
Dance - Ballroom & Latin American - Improvers	Per Course (15hrs)	N	70.00	0.00	0.00	70.00	0.00	0.00	0.00	0.00
Dance - Brush up your Ballroom	Per Course (20hrs)	N	N/A	0.00	0.00	12.00	0.00	0.00	0.00	0.00
Dance - Create & Perform - 10 weeks	Per Course (1hr for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Flamenco Beginners Plus - 10 weeks	Per Course (1hr for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Flamenco for All - 10 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00
Dance - Jazz - Intermediate - 11 weeks	Per Course (1hr for 11 weeks)	N	50.00	0.00	0.00	55.00	0.00	0.00	0.00	0.00
Dance - Morris Dancing for Beginners	Per Course (7.5hrs)	N	N/A	0.00	0.00	40.00	0.00	0.00	0.00	0.00
Dance - Rock'n'Roll - Beginners	Per Course (10hrs)	N	N/A	0.00	0.00	50.00	0.00	0.00	0.00	0.00
Dance - Modern Bellydance - An Introduction - 4 weeks	Per Course (1.5hrs for 4 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Modern Bellydance - Beginners - 15 weeks	Per Course (2hrs for 15 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Modern Bellydance - Beginners - 10 weeks	Per Course (1.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Salsa Beginners Plus - 10 weeks	Per Course (1hr for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Salsa for All - 10 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	0.00	50.00	0.00	0.00	0.00	0.00
Dance - Tap - Advanced - 11 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	0.00	55.00	0.00	0.00	0.00	0.00
Dance - Tap - An Introduction - 5 weeks	Per Course (1hr for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Tap - Beginners - 10 weeks	Per Course (1hr for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Tap - Beginners Plus - 11 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	0.00	55.00	0.00	0.00	0.00	0.00
Dance - Tap - Complete Beginners - 11 weeks	Per Course (1hr for 11 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dance - Tap - Improvers - 11 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	0.00	55.00	0.00	0.00	0.00	0.00
Dance - Tap - Intermediate - 11 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	0.00	55.00	0.00	0.00	0.00	0.00
Death by PowerPoint - The Do's and Don'ts of Effective Presentations - 1 day	Per Course (3hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Design and Build your own Database	Per Course (6hrs for 1 day)	N	38.00	0.00	0.00	60.00	0.00	0.00	0.00	0.00

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Adult Continued Education										
Design Flyers, Cards, Calendars, CD Covers and More - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	50.00	0.00			
Digital Animation - An Introduction to 2D animation	Per Course (3hrs for 1 day)	N	19.00	0.00	0.00	18.00	0.00			
Digital Image Manipulation - Mini Masterclass	Per Course (6hrs)	N	N/A	0.00	0.00	36.00	0.00			
Digital Music Production - An Introduction - 1 day	Per Course (5hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00			
Digital Photography - An Introduction Using Paintshop Pro - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00			
Digital Photography - Improvers - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Digital Photography - an Introduction	Per Course (6hrs for 1 day)	N	38.00	0.00	0.00	N/A	0.00			
Digital Photography - Masterclass	Per Course (2hrs for 10 weeks)	N	90.00	0.00	0.00	90.00	0.00			
Digital Photography and Image Manipulation - Beginners	Per Course (6hrs)	N	N/A	0.00	0.00	36.00	0.00			
Digital Photography and Photoshop Elements - 4 weeks	Per Course (2.5hrs for 4 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Digital Photography and Photoshop Elements - Beginners	Per Course (10hrs)	N	50.00	0.00	0.00	50.00	0.00			
Digital Video Capture and Editing - An Introduction - 6 weeks	Per Course (2hrs for 6 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Downloading and Printing Your Digital Photos - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	36.00	0.00			
Downloading Photos, Videos and Music from the Internet	Per Course (2hrs for 2 weeks)	N	N/A	0.00	0.00	24.00	0.00			
Downloading Photos, Videos and Music from the Internet	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	36.00	0.00			
Draw Like Matisse - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	36.00	0.00			
Draw Like Van Gogh - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	36.00	0.00			
Drawing - The Bigger Picture - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	36.00	0.00			
Drawing & Painting - Absolute Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	90.00	0.00			
Drawing & Painting - Advanced	Per Course (2hrs for 10 weeks)	N	90.00	0.00	0.00	90.00	0.00			
Drawing & Painting - an Introduction	Per Course (6hrs for 1 day)	N	38.00	0.00	0.00	N/A	0.00			
Drawing & Painting - Beginners	Per Course (2hrs for 10 weeks)	N	90.00	0.00	0.00	90.00	0.00			
Drawing & Painting - Beginners - Next Steps	Per Course (2hrs for 10 weeks)	N	90.00	0.00	0.00	N/A	0.00			
Drawing & Painting - Beginners	Per Course (10hrs)	N	N/A	0.00	0.00	50.00	0.00			
Drawing & Painting - Blethley & Fenny Heritage - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	396.00	0.00			
Drawing & Painting - City & Guilds 7722 Level 1 - 15 weeks	Per Course (2hrs for 15 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Drawing & Painting - City & Guilds Level 1 - 15 weeks	Per Course (20hrs)	N	165.00	0.00	0.00	160.00	0.00			
Drawing & Painting - Intermediate - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	90.00	0.00			
Drawing & Painting - City & Guilds Level 2 Award	Per Course (20hrs)	N	165.00	0.00	0.00	N/A	0.00			
Drawing & Painting - Unlock The Artist Within	Per Course (2hrs for 10 weeks)	N	90.00	0.00	0.00	50.00	0.00			
Drawing & Painting for All - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	0.00	90.00	0.00			
Drawing For Beginners - Observational Drawing - 4 weeks	Per Course (2.5hrs for 4 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Drawing For Those Who Can't	Per Course (20hrs)	N	90.00	0.00	0.00	90.00	0.00			
Drawing For Those Who Can't - Continued - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Drawing Step-by-Step - Basic Techniques	Per Course (20hrs)	N	N/A	0.00	0.00	90.00	0.00			
Drawing Step-by-Step - Basic Techniques	Per Course (10hrs)	N	N/A	0.00	0.00	50.00	0.00			

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Adult Continued Education								
Drawing Step-by-Step - Basic Techniques - Further Steps - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Drawing Step-by-step - Further Steps	Per Course (20hrs)	N	90.00	0.00	90.00	0.00	0.00	
Drawing Step-by-step - Further Steps	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	0.00	
Drawing Step-by-Step - Next Steps	Per Course (2hrs for 10 weeks)	N	90.00	0.00	N/A	0.00	0.00	
Drawing Summer School - Flowers in Coloured Pencil - 2 days	Per Course (6hrs for 2 days)	N	N/A	0.00	60.00	0.00	0.00	
Drawing Summer School - Pen & Watercolour Wash - 2 days	Per Course (6hrs for 2 days)	N	N/A	0.00	60.00	0.00	0.00	
Drawing with Pastels - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	
Drawing with Pen & Ink - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	0.00	
Dressmaking - Beginners - 15 weeks	Per Course (2hrs for 15 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Dressmaking - Improvers and Advanced - 15 weeks	Per Course (2hrs for 15 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Dressmaking - Improvers and Advanced - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Dressmaking - Advanced	Per Course (2hrs for 10 weeks)	N	90.00	0.00	N/A	0.00	0.00	
Driving Test Theory - Pass First Time - 2 weeks	Per Course (6hrs for 2 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Dutch - Beginners Fast Track - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Dutch - First Steps	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	0.00	
Dutch - Next Steps	Per Course (30hrs)	N	N/A	0.00	135.00	0.00	0.00	
e-bay - All You Need To Know About Buying - 1 day	Per Course (3hrs for 1 day)	N	19.00	0.00	18.00	0.00	0.00	
e-bay - All You Need To Know About Selling	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	0.00	
E-commerce - Create your own online shop	Per Course (2hrs for 15 weeks)	N	135.00	0.00	N/A	0.00	0.00	
Emergency Life-Saver for Babies & Children - 1 day	Per Course (3.5hrs for 1 day)	N	N/A	0.00	21.00	0.00	0.00	
Emergency First Aid at Work	Per Course (6hrs for 1 day)	N	38.00	0.00	N/A	0.00	0.00	
English Country Houses	Per Course (6hrs for 1 day)	N	38.00	0.00	N/A	0.00	0.00	
English Folk Traditions - Morris Dance	Per Course (6hrs for 1 day)	N	38.00	0.00	N/A	0.00	0.00	
English - National Test - Level 2 - 12 weeks	Per Course (2.5hrs for 12 weeks)	N	N/A	0.00	0.00	0.00	0.00	
English - Prepare for GCSE - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
English as a Foreign Language - Level 2 - Preliminary - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
English as a Foreign Language - Level 3 - Upper Intermediate - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
English as a Foreign Language - Level 4 - Advanced - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
English GCSE	Per Course (60hrs)	N	N/A	0.00	90.00	0.00	0.00	
English Literature AS - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Enhance your Language Teaching Skills - Helping Learners Move On - 1 day	Per Course (2.5hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	

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Adult Continued Education								
Enhance your Language Teaching Skills - Inspirational Teaching and Learning - 1 day	Per Course (2.5hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
Enhance your Language Teaching Skills - Motivating Learners - 1 day	Per Course (2.5hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
Environmental Science A2 - Blended Learning - 8 weeks	Per Course (3hrs for 8 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Excel - an Introduction	Per Course (4hrs for 1 day)	N	25.00	0.00	0.00	N/A	0.00	0.00
Excel - Beginners - Level 1	Per Course (2hrs for 5 weeks)	N	60.00	0.00	0.00	N/A	0.00	0.00
Excel - Functions	Per Course (2hrs for 2 weeks)	N	25.00	0.00	0.00	N/A	0.00	0.00
Excel - Level 2	Per Course (2hrs for 10 weeks)	N	110.00	0.00	0.00	N/A	0.00	0.00
Excel - Moving on	Per Course (6hrs for 1 day)	N	38.00	0.00	0.00	N/A	0.00	0.00
Excel - An Introduction - 2 weeks	Per Course (2hrs for 2 weeks)	N	N/A	0.00	0.00	24.00	0.00	0.00
Excel - An Introduction - 2 weeks	Per Course (6hrs)	N	N/A	0.00	0.00	36.00	0.00	0.00
Excel - Moving On - 2 weeks	Per Course (2hrs for 2 weeks)	N	N/A	0.00	0.00	24.00	0.00	0.00
Excel - Moving On	Per Course (6hrs)	N	N/A	0.00	0.00	36.00	0.00	0.00
Excel - Pivot Tables - 1 day	Per Course (3hrs for 1 day)	N	N/A	0.00	0.00	18.00	0.00	0.00
Excel - Pivot Tables - 2 weeks	Per Course (2hrs for 2 weeks)	N	25.00	0.00	0.00	24.00	0.00	0.00
Exploring Colour - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	50.00	0.00	0.00
Exploring Textiles	Per Course (20hrs)	N	90.00	0.00	0.00	90.00	0.00	0.00
Extravaganza 4	Per Course (6 hrs)	N	N/A	0.00	0.00	Free	0.00	0.00
Fabric Jewellery - Summer School - 2 days	Per Course (6hrs for 2 days)	N	N/A	0.00	0.00	60.00	0.00	0.00
Fabric Printing - The Absolute Basics - 1 day	Per Course (1.5hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
Face Painting - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	40.00	0.00	0.00
Face Painting - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	36.00	0.00	0.00
Family History - First Steps - 5 weeks	Per Course (2hrs for 5 weeks)	N	50.00	0.00	0.00	50.00	0.00	0.00
Family History - Next Steps - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	50.00	0.00	0.00
Family History - Problem Solving and Recording	Per Course (2hrs for 5 weeks)	N	50.00	0.00	0.00	50.00	0.00	0.00
Fashion - Confident Dressing	Per Course (6hrs for 1 day)	N	38.00	0.00	0.00	36.00	0.00	0.00
Fashion Design - Soft Bags - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	40.00	0.00	0.00
Fashion Design Through the Decades	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	36.00	0.00	0.00
First Aid for Babies and Children	Per Course (6hrs for 1 day)	N	38.00	0.00	0.00	N/A	0.00	0.00
Fat Little Art Books - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	36.00	0.00	0.00
Felt Jewellery for Fundraising	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	40.00	0.00	0.00
Figure Drawing - Basic Techniques - Further Steps	Per Course (20hrs)	N	N/A	0.00	0.00	90.00	0.00	0.00
Figure Drawing - Basic Techniques - Next Steps	Per Course (20hrs)	N	N/A	0.00	0.00	90.00	0.00	0.00
Figure Drawing - Basic Techniques - Step by step	Per Course (20hrs)	N	N/A	0.00	0.00	90.00	0.00	0.00
Film Studies AS	Per Course (75hrs)	N	N/A	0.00	0.00	375.00	0.00	0.00
Film Studies A2	Per Course (60hrs)	N	N/A	0.00	0.00	300.00	0.00	0.00
Film-making - An Introduction - 1 day	Per Course (1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00

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Adult Continued Education										
First Aid for Appointed Persons - 1 day	Per Course (4hrs for 1 day)	N	N/A	0.00	24.00	0.00	0.00			
Flash - An Introduction to Digital Animation - 5 weeks	Per Course (2hrs for 5 weeks)	N	50.00	0.00	50.00	0.00	0.00			
Floristry - Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Floristry - Mother's Day Gift Ideas	Per Course (6hrs)	N	N/A	0.00	36.00	0.00	0.00			
Floristry - Presentation Bouquets	Per Course (6hrs)	N	N/A	0.00	36.00	0.00	0.00			
Floristry - Table decorations for all Occasions	Per Course (6hrs)	N	N/A	0.00	36.00	0.00	0.00			
Floristry - Gift Ideas for All Occasions	Per Course (6hrs)	N	38.00	0.00	N/A	0.00	0.00			
Flower Arranging - Improvers - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00			
Flower Arranging Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00			
Flower Arranging Improvers - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Flower Painting for All	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Flower Painting for All - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00			
Flower Painting in Watercolour - Intermediate - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Food Safety - Basic - CIEH	Per Course (4hrs for 2 weeks)	N	60.00	0.00	60.00	0.00	0.00			
Food Safety - Basic - CIEH	Per Course (7.75hrs for 1 day)	N	60.00	0.00	60.00	0.00	0.00			
Food Safety In Catering - CIEH Level 3 - 7 weeks	Per Course (7 weeks)	N	N/A	0.00	0.00	0.00	0.00			
French - Absolute Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
French - Advanced Conversation - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
French - Advanced	Per Course (60hrs)	N	N/A	0.00	135.00	0.00	0.00			
French - Beginners Fast Track - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00			
French - First Steps	Per Course (10hrs)	N	50.00	0.00	50.00	0.00	0.00			
French - Improvers - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	180.00	0.00	0.00			
French - Intermediate - 30 weeks	Per Course (2hrs for 30 weeks)	N	N/A	0.00	0.00	0.00	0.00			
French - Moving on to Advanced - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00			
French - Moving on to Advanced B - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00			
French - Moving on to Intermediate - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00			
French - Next Steps	Per Course (30hrs)	N	135.00	0.00	135.00	0.00	0.00			
French - Revive your Rusty O Level/GCSE - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00			
French AS - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
French GCSE	Per Course (60hrs)	N	N/A	0.00	300.00	0.00	0.00			
French - Moving On to Improvers - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00			
Furniture Design and Construction - Beginners and Improvers	Per Course (2hrs for 10 weeks)	N	120.00	0.00	N/A	0.00	0.00			
Fun with Fabric - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	40.00	0.00	0.00			
Fun with Fabric - Continued - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Fun with Fabrics - Beginners and Improvers - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Fun with Felt - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00			
Further Maths AS Level	Per Course (60hrs)	N	N/A	0.00	300.00	0.00	0.00			

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Adult Continued Education										
Garden Design - An Introduction - 1 week	Per Course (6hrs for 1 week)	N	N/A	0.00	36.00	0.00	0.00			
German - Absolute Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
German - Beginners Fast Track - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00			
German - First Steps	Per Course (10hrs)	N	50.00	0.00	50.00	0.00	0.00			
German - Improvers	Per Course (30hrs)	N	N/A	0.00	180.00	0.00	0.00			
German - Next Steps	Per Course (30hrs)	N	135.00	0.00	135.00	0.00	0.00			
German AS - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
German GCSE - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Get Creative - Boxes, Beads & Books - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00			
Getting To Know Your Digital Camera - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00			
Getting To Know Your Digital Camera - Improve your Image	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00			
Global Citizenship	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00			
Global Citizenship - an Introduction	Per Course (6hrs for 1 day)	N	38.00	0.00	N/A	0.00	0.00			
Golf Beginners - 4 weeks	Per Course (1hr for 4 weeks)	N	25.00	0.00	24.00	0.00	0.00			
Golf Beginners - Senior Citizens	Per Course (1hr for 4 weeks)	N	25.00	0.00	24.00	0.00	0.00			
Golf Beginners - Women Only	Per Course (1hr for 4 weeks)	N	25.00	0.00	24.00	0.00	0.00			
Golf Improvers - 4 weeks	Per Course (1hr for 4 weeks)	N	25.00	0.00	24.00	0.00	0.00			
Golf Improvers - Senior Citizens	Per Course (1hr for 4 weeks)	N	N/A	0.00	24.00	0.00	0.00			
Golf Improvers - Women Only	Per Course (1hr for 4 weeks)	N	N/A	0.00	24.00	0.00	0.00			
Graphic Art - Animation - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Greek - Beginners Fast Track - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Guitar - Acoustic - Absolute Beginners - 15 weeks	Per Course (2hrs for 15 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Guitar - Acoustic - Beginners	Per Course (15hrs)	N	70.00	0.00	70.00	0.00	0.00			
Guitar - Acoustic - Beginners Plus - 15 weeks	Per Course (2hrs for 15 weeks)	N	N/A	0.00	0.00	0.00	0.00			
Guitar - Acoustic - Improvers	Per Course (2hrs for 15 weeks)	N	70.00	0.00	0.00	0.00	0.00			
Guitar - Acoustic Improvers - 10 weeks	Per Course (1.5hrs for 10 weeks)	N	N/A	0.00	70.00	0.00	0.00			
Guitar - Electric - Beginners	Per Course (15hrs)	N	70.00	0.00	70.00	0.00	0.00			
Guitar - Electric - Improvers	Per Course (2hrs for 15 weeks)	N	70.00	0.00	0.00	0.00	0.00			
Guitar - Electric - Improvers - 15 weeks	Per Course (2hrs for 15 weeks)	N	70.00	0.00	0.00	0.00	0.00			
Guitar - Electric Beginners - 10 weeks	Per Course (1.5hrs for 10 weeks)	N	N/A	0.00	70.00	0.00	0.00			
Guitar - Electric Improvers - 10 weeks	Per Course (1.5hrs for 10 weeks)	N	N/A	0.00	70.00	0.00	0.00			
Guitar - Flamenco - Beginners	Per Course (10hrs)	N	50.00	0.00	50.00	0.00	0.00			
Guitar - Flamenco - Improvers	Per Course (10hrs)	N	50.00	0.00	N/A	0.00	0.00			
Hairdressing - Plaiting & Braiding - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	0.00			
Hairdressing - Creative Styles for Long Hair	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00			
Hairdressing - An Introduction - 8 weeks	Per Course (2hrs for 8 weeks)	N	N/A	0.00	96.00	0.00	0.00			
Hairdressing - An Introduction - 10 weeks	Per Course (2hrs for 10 weeks)	N	120.00	0.00	120.00	0.00	0.00			
Hairdressing - Bridal Styles for Long Hair	Per Course (6hrs for 1 day)	N	38.00	0.00	N/A	0.00	0.00			
Hand Knitting - The Absolute Basics - 1 day	Per Course (1.5hrs for 1 day)	N	N/A	0.00	10.00	0.00	0.00			

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Adult Continued Education										
Health & Safety in the Workplace - CIEH	Per Course (6hrs)	N	60.00	0.00	60.00	0.00	60.00	0.00	60.00	0.00
Holistic Facelift Massage	Per Course (6hrs)	N	38.00	0.00	N/A	0.00	N/A	0.00	N/A	0.00
Healthy Eating for TPGp	Per Course (3hrs)	N	N/A	0.00	Free	0.00	Free	0.00	Free	0.00
History AS/A2 – 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Holiday Camcording - 2 weeks	Per Course (2hrs for 2 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hopi Ear Candle Therapy - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	36.00	0.00	36.00	0.00
How to Learn a Language	Per Course (2hrs for 1 day)	N	N/A	0.00	Free	0.00	Free	0.00	Free	0.00
How To Take and Print a Digital Photo - The Absolute Basics - 1 day										
day	Per Course (1.5hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
HTML Web Design - An Introduction - 5 weeks	Per Course (2hrs for 5 weeks)	N	50.00	0.00	50.00	0.00	50.00	0.00	50.00	0.00
HTML Web Design - Beyond the Basics - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	0.00	50.00	0.00	50.00	0.00
Indian Head Massage - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	36.00	0.00	36.00	0.00
Interior Design - Accessorising Your Home - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	36.00	0.00	36.00	0.00
Interior Design - Beginners - Summer School - 3 days	Per Course (5hrs for 3 days)	N	N/A	0.00	70.00	0.00	70.00	0.00	70.00	0.00
Interior Design - City & Guilds 7722 Level 1 - 15 weeks	Per Course (2hrs for 15 weeks)	N	N/A	0.00	160.00	0.00	160.00	0.00	160.00	0.00
Interior Design - City & Guilds 7822 Level 2 - 30 weeks	Per Course (3hrs for 30 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interior Design - City & Guilds Level 2 - Module 2 - 15 weeks	Per Course (2hrs for 15 weeks)	N	N/A	0.00	160.00	0.00	160.00	0.00	160.00	0.00
Interior design - Create your own wall art	Per Course (6hrs for 1 day)	N	N/A	0.00	40.00	0.00	40.00	0.00	40.00	0.00
Internet and email - Beyond the Basics	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	50.00	0.00	50.00	0.00
Interview Techniques - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	36.00	0.00	36.00	0.00
Introducing Adobe Photoshop CS3 and Lightroom V1.2 – 1 day										
Introduction to the Internet and email	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Introduction to the Internet	Per Course (2hrs for 2 weeks)	N	N/A	0.00	24.00	0.00	24.00	0.00	24.00	0.00
Introduction to Trainer Skills C&G 7300	Per Course (2hrs for 2 weeks)	N	N/A	0.00	24.00	0.00	24.00	0.00	24.00	0.00
iPlayer plus	Per Course (12hrs)	N	N/A	0.00	250.00	0.00	250.00	0.00	250.00	0.00
Italian - Absolute Beginners - 10 weeks	Per Course (3hrs)	N	N/A	0.00	18.00	0.00	18.00	0.00	18.00	0.00
Italian - Absolute Beginners Summer School - 1 week	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Italian - Advanced Conversation - 10 weeks	Per Course (15hrs for 1 week)	N	N/A	0.00	70.00	0.00	70.00	0.00	70.00	0.00
Italian - Beginners Fast Track - 20 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	90.00	0.00	90.00	0.00
Italian - Coping with Specific Situations - 10 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Italian - First Steps	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Italian - GCSE	Per Course (10hrs)	N	50.00	0.00	50.00	0.00	50.00	0.00	50.00	0.00
Italian - Improvers - 20 weeks	Per Course (60hrs)	N	N/A	0.00	300.00	0.00	300.00	0.00	300.00	0.00
Italian - Moving on to Improvers - 10 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	180.00	0.00	180.00	0.00	180.00	0.00
Italian - Moving on to Intermediate	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Italian - Moving on to Advanced	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	90.00	0.00	90.00	0.00
Italian - Next Steps	Per Course (2hrs for 10 weeks)	N	90.00	0.00	N/A	0.00	N/A	0.00	N/A	0.00
	Per Course (30hrs)	N	135.00	0.00	135.00	0.00	135.00	0.00	135.00	0.00

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Adult Continued Education								
Italian - Next Steps	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00	
Italian AS - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
TTea and Biscuits	Per Course (2.5hrs)	N	N/A	0.00	Free	0.00	0.00	
Japanese - Absolute Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Japanese - Absolute Beginners Summer School - 1 week	Per Course (15hrs for 1 week)	N	N/A	0.00	70.00	0.00	0.00	
Japanese - Beginners Fast Track - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Japanese - First Steps	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	0.00	
Japanese - Improvers - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Japanese - Intermediate	Per Course (40hrs)	N	N/A	0.00	180.00	0.00	0.00	
Japanese - Moving on to Improvers - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	
Japanese - Moving on to Intermediate - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	
Japanese - Next Steps	Per Course (30hrs)	N	N/A	0.00	135.00	0.00	0.00	
Jewellery & Silversmithing - Advanced	Per Course (75hrs)	N	N/A	0.00	450.00	0.00	0.00	
Jewellery & Silversmithing - Beginners - 2 days	Per Course (6hrs for 2 days)	N	N/A	0.00	72.00	0.00	0.00	
Jewellery & Silversmithing - Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	120.00	0.00	120.00	0.00	0.00	
Jewellery & Silversmithing - Beginners - Summer School - 2 days	Per Course (6hrs for 2 days)	N	N/A	0.00	72.00	0.00	0.00	
Jewellery & Silversmithing - City & Guilds Level 1 Award	Per Course (2hrs for 15 weeks)	N	210.00	0.00	N/A	0.00	0.00	
Jewellery & Silversmithing - City & Guilds Level 2 Award	Per Course (2hrs for 15 weeks)	N	210.00	0.00	N/A	0.00	0.00	
Jewellery & Silversmithing - City & Guilds 7822 - Level 2 - 30 weeks	Per Course (3hrs for 30 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Jewellery & Silversmithing - City & Guilds 7922 Level 3 Year 1 - 30 weeks	Per Course (3hrs for 30 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Jewellery & Silversmithing - City & Guilds Level 3 - Year 2	Per Course (3hrs for 30 weeks)	N	N/A	0.00	540.00	0.00	0.00	
Jewellery & Silversmithing - Enamelling Workshop - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	
Jewellery & Silversmithing - Enamelling Summer School	Per Course (12hrs)	N	N/A	0.00	72.00	0.00	0.00	
Jewellery & Silversmithing - Precious Metal Clay Workshop	Per Course (6hrs for 1 day)	N	38.00	0.00	N/A	0.00	0.00	
Jewellery & Silversmithing - Project Based	Per Course (3hrs for 4 weeks)	N	72.00	0.00	N/A	0.00	0.00	
Jewellery & Silversmithing - Project Based - 8 weeks	Per Course (3hrs for 8 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Jewellery & Silversmithing - Project Based - 10 weeks	Per Course (2hrs for 10 weeks)	N	120.00	0.00	120.00	0.00	0.00	
Jewellery & Silversmithing - Project Based	Per Course (30hrs)	N	180.00	0.00	180.00	0.00	0.00	
Job Hunting Skills for TFGp	Per Course (3hrs)	N	N/A	0.00	Free	0.00	0.00	
Kiln Glass - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	
Kiln Glass - Fusing & Slumping for Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Landscape Techniques - Photography - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	0.00	
Landscape Techniques in Watercolour - Advanced - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	

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Adult Continued Education								
Landscape Techniques in Watercolour - Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00	0.00
Landscape Techniques in Watercolour - Intermediate - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00	0.00
Latin – Absolute Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Latin for Gardeners - 3 weeks	Per Course (2hrs for 3 weeks)	N	N/A	0.00	36.00	0.00	0.00	0.00
Law AS/A2 - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Learn to Speak with Confidence at Presentations, Public Events and Meetings - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	0.00
Learn to Touch Type - 8 weeks	Per Course (2hrs for 8 weeks)	N	N/A	0.00	75.00	0.00	0.00	0.00
Life Coaching - 2 weeks	Per Course (2.5hrs for 2 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Life Coaching - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	0.00
Life Drawing/Painting - 10 weeks	Per Course (2hrs for 10 weeks)	N	120.00	0.00	120.00	0.00	0.00	0.00
Life Drawing/Painting	Per Course (6hrs)	N	N/A	0.00	48.00	0.00	0.00	0.00
Life Drawing/Painting - Intermediate - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
LIME course - 10 weeks	Per Course (10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Lip-reading - Beginners/Improvers	Per Course (15hrs)	N	70.00	0.00	N/A	0.00	0.00	0.00
Lip-Reading - First Steps	Per Course (10 hrs)	N	N/A	0.00	50.00	0.00	0.00	0.00
Lip-Reading - Next Steps	Per Course (30 hrs)	N	N/A	0.00	135.00	0.00	0.00	0.00
Lip-Reading - Awareness	Per Course (2.5 hrs)	N	N/A	0.00	15.00	0.00	0.00	0.00
Literature Appreciation - Dostoevsky - 3 weeks	Per Course (2hrs for 3 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Literature Appreciation - Jane Austen - 3 weeks	Per Course (2hrs for 3 weeks)	N	N/A	0.00	36.00	0.00	0.00	0.00
Local History day - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	40.00	0.00	0.00	0.00
Love your Digital Camera!	Per Course (3hrs for 1 day)	N	19.00	0.00	18.00	0.00	0.00	0.00
Love your Laptop! - 1 day	Per Course (3hrs for 1 day)	N	19.00	0.00	18.00	0.00	0.00	0.00
Machine Sewing - Beginners	Per Course (20hrs)	N	90.00	0.00	90.00	0.00	0.00	0.00
Mail Merge (Word) - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	0.00
Managing my Personal Finances	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	0.00	0.00
Manicure/Pedicure - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	0.00	0.00
Manual Book-keeping - OCR Level 1 Certificate - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	225.00	0.00	0.00	0.00
Manual Book-keeping - OCR level 1 Certificate - 13 weeks	Per Course (3hrs for 13 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Manual Book-keeping - OCR Level 1 Certificate	Per Course (40hrs)	N	225.00	0.00	N/A	0.00	0.00	0.00
Maths - National Test - Level 2 - 10 weeks	Per Course (10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Maths - National Test - Level 1 - 12 weeks	Per Course (2.5hrs for 12 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Maths - National Test - Level 2 - 12 weeks	Per Course (2.5hrs for 12 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Maths – Prepare for GCSE - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Maths AS/Further Maths A2 - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Maths GCSE Intensive - 12 weeks	Per Course (2.5hrs for 12 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00

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Adult Continued Education								
Maths GCSE Modular - Foundation	Per Course (60hrs)	N	N/A	0.00	90.00	0.00	0.00	
Maths GCSE Modular - Higher	Per Course (60hrs)	N	N/A	0.00	90.00	0.00	0.00	
Media Studies AS	Per Course (60hrs)	N	N/A	0.00	300.00	0.00	0.00	
Meditation & Visualisation Techniques	Per Course (2hrs for 5 weeks)	N	50.00	0.00	N/A	0.00	0.00	
Meteorites from your Sofa	Per Course (1.5hrs)	N	N/A	0.00	Free	0.00	0.00	
Mind Mapping and Creative Thinking at Work - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	
Minute Taking Skills - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	0.00	
Mixed Media - Experimental Techniques - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Mixed Media - Beginners	Per Course (2hrs for 10 weeks)	N	90.00	0.00	N/A	0.00	0.00	
Mixed Media for All - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Mixed Media for All - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00	
Modern Bellydance - Beginners	Per Course (15hrs)	N	N/A	0.00	70.00	0.00	0.00	
Morris Dancing - Beginners	Per Course (1.5hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Morris Dancing and English Folk Traditions - 1 day	Per Course (1.5hrs for 1 day)	N	N/A	0.00	Free	0.00	0.00	
Mosaics - Beginners - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	0.00	0.00	
Nail Art VTCT	Per Course (36 hrs)	N	N/A	0.00	185.00	0.00	0.00	
Nail Treatment - VTCT Level 2	Per Course (60hrs)	N	N/A	0.00	300.00	0.00	0.00	
NLP - 2 weeks	Per Course (2hrs for 2 weeks)	N	N/A	0.00	0.00	0.00	0.00	
NLP - Neuro-Linguistic Programming - Improvers - 5 weeks	Per Course (2hrs for 5 weeks)	N	50.00	0.00	50.00	0.00	0.00	
NLP - Neuro-Linguistic Programming - Improvers and Beyond	Per Course (10hrs)	N	50.00	0.00	50.00	0.00	0.00	
NLP - Neuro-Linguistic Programming - Introduction	Per Course (2hrs for 5 weeks)	N	50.00	0.00	50.00	0.00	0.00	
NLP - Neuro-Linguistic Programming - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	0.00	
NLP - Neuro-Linguistic Programming - An Introduction - 4 weeks	Per Course (2hrs for 4 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Nordic Walking	Per Course (5hrs)	N	32.00	0.00	30.00	0.00	0.00	
Office Skills with English - OCR Level 1 - 30 weeks	Per Course (12hrs for 30 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Painting in Oils/Acrylics - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00	
Painting on Silk and Paper	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	
Patchwork & Quilting - City & Guilds 7822 Level 2 - 30 weeks	Per Course (3hrs for 30 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Patchwork & Quilting - City & Guilds Level 2 Award	Per Course (2hrs for 15 weeks)	N	165.00	0.00	N/A	0.00	0.00	
Patchwork, Quilting and Applique - City & Guilds Level 3 Award	Per Course (2hrs for 15 weeks)	N	165.00	0.00	N/A	0.00	0.00	
Patchwork Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	
Patchwork - City & Guilds 7922/7923 - Year 1	Per Course (90hrs)	N	N/A	0.00	450.00	0.00	0.00	
Philosophy - An Introduction - 1 day	Per Course (3hrs for 1 day)	N	N/A	0.00	18.00	0.00	0.00	
Photoshop - an introduction	Per Course (2hrs for 5 weeks)	N	50.00	0.00	N/A	0.00	0.00	
Photoshop - An Introduction to Enhancing your Digital Photos	Per Course (2hrs for 6 weeks)	N	N/A	0.00	60.00	0.00	0.00	

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Adult Continued Education										
Photshop - An Introduction to Image Manipulation	Per Course (10hrs)	N	50.00	0.00	50.00	0.00	50.00	0.00	50.00	0.00
Pilates - Beginners	Per Course (1hr for 10 weeks)	N	50.00	0.00	50.00	0.00	50.00	0.00	50.00	0.00
Pilates - Beginners Plus - 10 weeks	Per Course (1hr for 10 weeks)	N	N/A	0.00	N/A	0.00	0.00	0.00	0.00	0.00
Pilates - Beginners Plus - 11 weeks	Per Course (1hr for 11 weeks)	N	N/A	0.00	N/A	0.00	0.00	0.00	0.00	0.00
Pilates - Improvers	Per Course (10hrs)	N	50.00	0.00	50.00	0.00	50.00	0.00	50.00	0.00
Pilates - Improvers - 8 weeks	Per Course (1hr for 8 weeks)	N	N/A	0.00	N/A	0.00	0.00	0.00	0.00	0.00
Pilates - Improvers - 11 weeks	Per Course (1hr for 11 weeks)	N	N/A	0.00	N/A	0.00	0.00	0.00	0.00	0.00
Pilates Beginners - 5 weeks	Per Course (1hr for 5 weeks)	N	N/A	0.00	N/A	0.00	0.00	0.00	0.00	0.00
Pilates - Mixed ability	Per Course (1hr for 10 weeks)	N	50.00	0.00	N/A	0.00	N/A	0.00	N/A	0.00
Plants for Your Garden - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	36.00	0.00	36.00	0.00
Play Basketball! - 5 weeks	Per Course (1hr for 5 weeks)	N	N/A	0.00	N/A	0.00	0.00	0.00	0.00	0.00
Play Korfbal!	Per Course (12.5hrs)	N	N/A	0.00	60.00	0.00	60.00	0.00	60.00	0.00
Play Netball! - 8 weeks	Per Course (1hr for 8 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Polish - Beginners Fast Track - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Polish - First Steps	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	50.00	0.00	50.00	0.00
Polish - Next Steps	Per Course (30hrs)	N	N/A	0.00	135.00	0.00	135.00	0.00	135.00	0.00
Polish - Improvers	Per Course (2hrs for 20 weeks)	N	180.00	0.00	N/A	0.00	N/A	0.00	N/A	0.00
Portuguese - Absolute Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Portuguese - Absolute Beginners 2 - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Portuguese - Absolute Beginners 3 - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Portuguese - Beginners Fast Track - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Portuguese - First Steps	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	50.00	0.00	50.00	0.00
Portuguese - Improvers	Per Course (40hrs)	N	N/A	0.00	180.00	0.00	180.00	0.00	180.00	0.00
Portuguese - Moving on to Improvers	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	90.00	0.00	90.00	0.00
Portuguese - Next Steps	Per Course (30hrs)	N	N/A	0.00	135.00	0.00	135.00	0.00	135.00	0.00
Pottery - Absolute Beginners	Per Course (2hrs for 10 weeks)	N	90.00	0.00	N/A	0.00	N/A	0.00	N/A	0.00
Pottery - An Introduction	Per Course (6hrs)	N	N/A	0.00	36.00	0.00	36.00	0.00	36.00	0.00
Pottery - Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	90.00	0.00	90.00	0.00
Pottery - Beginners and Improvers - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pottery - Beginners and Improvers - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	90.00	0.00	90.00	0.00
Pottery - Improvers - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pottery for All - Mixed Ability - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	90.00	0.00	90.00	0.00
PowerPoint - Level 2	Per Course (2hrs for 10 weeks)	N	110.00	0.00	N/A	0.00	N/A	0.00	N/A	0.00
PowerPoint and Presentation Skills - an introduction	Per Course (6hrs)	N	38.00	0.00	36.00	0.00	36.00	0.00	36.00	0.00
Preparing to Teach in the Lifelong Learning Sector C & G 7303	Per Course (40hrs)	N	230.00	0.00	230.00	0.00	230.00	0.00	230.00	0.00
Preparing to Teach in the Lifelong Learning Sector C&G 7303 - 16 weeks	Per Course (2.5hrs for 16 weeks)	N	230.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Adult Continued Education										
Presenting with Confidence and Style	Per Course (6hrs for 1 day)	N	38.00	0.00	N/A	0.00	N/A	0.00	0.00	0.00
Preparing your Garden for the Summer	Per Course (6hrs)	N	N/A	0.00	36.00	0.00	36.00	0.00	0.00	0.00
Psychology - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	36.00	0.00	0.00	0.00
Psychology AS/A2 - 10 weeks	Per Course (3hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Psychology GCSE	Per Course (60hrs)	N	N/A	0.00	300.00	0.00	300.00	0.00	0.00	0.00
Psychology of Memory	Per Course (2hrs for 5 weeks)	N	50.00	0.00	60.00	0.00	60.00	0.00	0.00	0.00
Reaching Out - Outdoor Adventure Project	Per Course (108hrs)	N	N/A	0.00	Free	0.00	Free	0.00	0.00	0.00
Reflexology - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	90.00	0.00	0.00	0.00
Reiki Practitioners - Level 1 - 2 weeks	Per Course (6hrs for 2 weeks)	N	60.00	0.00	60.00	0.00	60.00	0.00	0.00	0.00
Reiki Practitioners - Level 2 - 2 weeks	Per Course (6hrs for 2 weeks)	N	N/A	0.00	60.00	0.00	60.00	0.00	0.00	0.00
Relaxation Techniques	Per Course (6hrs)	N	38.00	0.00	36.00	0.00	36.00	0.00	0.00	0.00
Religious Studies - An Introduction - 1 day	Per Course (3hrs for 1 day)	N	N/A	0.00	18.00	0.00	18.00	0.00	0.00	0.00
Royal Icing - Beginners	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	90.00	0.00	0.00	0.00
Run for Fun & Fitness - Beginners - 10 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	50.00	0.00	50.00	0.00	0.00	0.00
Russian - Advanced Conversation - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	90.00	0.00	0.00	0.00
Russian - Beginners Fast Track - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Russian - First Steps	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	50.00	0.00	0.00	0.00
Russian - Next Steps	Per Course (30hrs)	N	N/A	0.00	135.00	0.00	135.00	0.00	0.00	0.00
Russian - Revive your Rusty GCSE - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	90.00	0.00	0.00	0.00
RYA Basic Navigation & Safety	Per Course (12hrs)	N	N/A	0.00	60.00	0.00	60.00	0.00	0.00	0.00
RYA Dayskipper - 25 weeks	Per Course (2hrs for 25 weeks)	N	N/A	0.00	225.00	0.00	225.00	0.00	0.00	0.00
RYA Yachtmaster - 4 Weeks	Per Course (48hrs)	N	225.00	0.00	225.00	0.00	225.00	0.00	0.00	0.00
Sage - Computerised Accounts - Level 1	Per Course (24hrs)	N	135.00	0.00	135.00	0.00	135.00	0.00	0.00	0.00
Sage - Computerised Accounts - Level 1 - Fast Track	Per Course (25hrs)	N	135.00	0.00	135.00	0.00	135.00	0.00	0.00	0.00
Sage - Computerised Accounts - Level 2	Per Course (30hrs)	N	160.00	0.00	160.00	0.00	160.00	0.00	0.00	0.00
Sage - Computerised Accounts - Level 2 - Fast Track	Per Course (30hrs)	N	160.00	0.00	160.00	0.00	160.00	0.00	0.00	0.00
Sage - Computerised Accounts - Level 3	Per Course (2hrs for 12 weeks)	N	200.00	0.00	200.00	0.00	200.00	0.00	0.00	0.00
Sage - Computerised Accounts - Level 3	Per Course (2.4hrs for 15 weeks)	N	200.00	0.00	200.00	0.00	200.00	0.00	0.00	0.00
Sage - Computerised Accounts - Level 3 Revision & Resit	Per Course (10hrs)	N	N/A	0.00	50.00	0.00	50.00	0.00	0.00	0.00
Sage Payroll - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	36.00	0.00	0.00	0.00
Science GCSE	Per Course (75hrs)	N	N/A	0.00	375.00	0.00	375.00	0.00	0.00	0.00
Science talk - the Drug Industry	Per Course (1.5hrs)	N	N/A	0.00	Free	0.00	Free	0.00	0.00	0.00
Scrapbooking - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	36.00	0.00	0.00	0.00
Scrapbooking - Further Steps - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Scrapbooking for Card Makers - 4 weeks	Per Course (2hrs for 4 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Selling over the Internet for Small Businesses - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sign language - Conversation Level 1 - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	90.00	0.00	0.00	0.00
Sign language - Conversation Level 2 - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	90.00	0.00	0.00	0.00

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Adult Continued Education								
Sign Language Level 1	Per Course (60hrs)	N	N/A	0.00	300.00	0.00	0.00	
Sign Language Level 2 - 30 weeks	Per Course (3hrs for 30 weeks)	N	N/A	0.00	450.00	0.00	0.00	
Sign Language Level 2 - 33 weeks	Per Course (3hrs for 33 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Sign Language Level 2 - 36 weeks	Per Course (2.5hrs for 36 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Silk Painting - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	40.00	0.00	0.00	
Silk Painting for All	Per Course (6hrs for 1 day)	N	N/A	0.00	40.00	0.00	0.00	
Silver Surfers	Per Course (6hrs)	N	N/A	0.00	Free	0.00	0.00	
Simple Car Maintenance - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	
Singing - Find Your Voice - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	0.00	
Singing for Pleasure - 5 weeks	Per Course (1hr for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Singing for Pleasure - 10 weeks	Per Course (1hr for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Sketching at Compton Verney	Per Course (7.5hrs for 1 day)	N	N/A	0.00	45.00	0.00	0.00	
Sketching at Compton Verney - The Fabric of Myth - 1 day	Per Course (7.5hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	
Skin Care & Makeup for All Ages - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	
Slimming with NLP - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	0.00	0.00	
Slimming with NLP - Staying on track - 5 weeks	Per Course (2hrs for 5 weeks)	N	N/A	0.00	50.00	0.00	0.00	
Sociology - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	
Soil Testing Workshop - 1 day	Per Course (3hrs for 1 day)	N	19.00	0.00	18.00	0.00	0.00	
Songwriting - An Introduction - 1 day	Per Course (1 day)	N	N/A	0.00	0.00	0.00	0.00	
Spanish - Absolute Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Spanish - Advanced Conversation - 10 weeks - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	
Spanish - Advanced Conversation - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Spanish - Beginners Fast Track - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Spanish - First Steps	Per Course (10hrs)	N	50.00	0.00	50.00	0.00	0.00	
Spanish - GCSE - 10 weeks	Per Course (60hrs)	N	N/A	0.00	300.00	0.00	0.00	
Spanish - Improvers - 20 weeks	Per Course (2hrs for 20 weeks)	N	N/A	0.00	180.00	0.00	0.00	
Spanish - Intermediate - 30 weeks	Per Course (2hrs for 30 weeks)	N	N/A	0.00	270.00	0.00	0.00	
Spanish - Moving on to Improvers - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	
Spanish - Next Steps	Per Course (30hrs)	N	135.00	0.00	135.00	0.00	0.00	
Spanish - Next Steps	Per Course (20hrs)	N	90.00	0.00	90.00	0.00	0.00	
Spanish A2 - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Spanish AS	Per Course (75hrs)	N	N/A	0.00	375.00	0.00	0.00	
Spanish 'n' Salsa - 1 day	Per Course (2hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	
Spanish-Absolute Beginners - 10 weeks	Per Course (1hr for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	
Sports Leadership - Level 1	Per Course 3hrs for 10 weeks)	N	150.00	0.00	N/A	0.00	0.00	
Stained Glass - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	38.00	0.00	36.00	0.00	0.00	
Stained Glass - Beginners	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00	
Stained Glass - City & Guilds 7722 Level 1 - 15 weeks	Per Course (2hrs for 15 weeks)	N	165.00	0.00	160.00	0.00	0.00	

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Adult Continued Education								
Stained Glass - City & Guilds Level 2 Award - Copper Foil	Per Course (2hrs for 15 weeks)	N	165.00	0.00	N/A	N/A	0.00	0.00
Stained Glass - City & Guilds 7722 Level 1 - Copper Foil - 15 weeks	Per Course (2hrs for 15 weeks)	N	N/A	0.00	160.00	160.00	0.00	0.00
Starting up a Small Business - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	90.00	0.00	0.00
Sugarpaste Your Celebration Cake - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	N/A	N/A	0.00	0.00
Sugar Flowers - Daffodils, Tulips & Pansies	Per Course (12hrs)	N	60.00	0.00	N/A	N/A	0.00	0.00
Sugar flowers - Orchids, Lilies 7 Freesias	Per Course (12hrs)	N	N/A	0.00	60.00	60.00	0.00	0.00
Supervisory Skills - Supervising Others and Managing Challenges	Per Course (12hrs)	N	N/A	0.00	60.00	60.00	0.00	0.00
Support Work in School - The Legal Framework - Other Support Roles - 1 day	Per Course (2hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
Support Work in School - The Legal Framework - Teaching Assistants - 1 day	Per Course (2hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
Support Work in Schools Certificate Level 2		N	N/A	0.00	0.00	0.00	0.00	0.00
Support Work in Schools Level 2 Certificate - induction - 1 day	Per Course (2hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
Swimming Beginners - Mixed Group - 10 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	50.00	50.00	0.00	0.00
Swimming Beginners - Mixed Group - 11 weeks	Per Course (1hr for 11 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Swimming Beginners - Women Only - 10 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	50.00	50.00	0.00	0.00
Swimming Beginners - Women's Only - 11 weeks	Per Course (1hr for 11 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Swimming Improvers - Mixed Group - 10 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	50.00	50.00	0.00	0.00
Swimming Improvers - Mixed Group - 11 weeks	Per Course (1hr for 11 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Swimming Improvers - Women's Only - 10 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	50.00	50.00	0.00	0.00
Swimming Improvers - Women's Only - 11 weeks	Per Course (1hr for 11 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Tai Chi - Beginners Plus - 8 weeks	Per Course (1hr for 8 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Tai Chi - Improvers - 8 weeks	Per Course (1hr for 8 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Tai Chi Quan Beginners - 10 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	50.00	50.00	0.00	0.00
Tai Chi Quan Improvers - 10 weeks	Per Course (1hr for 10 weeks)	N	50.00	0.00	50.00	50.00	0.00	0.00
Tax Self-Assessment	Per Course (3hrs)	N	N/A	0.00	18.00	18.00	0.00	0.00
Teaching Assistant NVQ 2	Per Course	N	N/A	0.00	0.00	0.00	0.00	0.00
Teaching Assistant NVQ 3	Per Course	N	N/A	0.00	0.00	0.00	0.00	0.00
Teaching Assistant NVQ 3 - Induction - 1 day	Per Course (2hrs for 1 day)	N	N/A	0.00	0.00	0.00	0.00	0.00
The Gardening Calendar	Per Course (6hrs)	N	38.00	0.00	36.00	36.00	0.00	0.00
Theatrical & Media Makeup - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	90.00	0.00	0.00
Thinking About University	Per Course (1.5hrs)	N	N/A	0.00	Free	Free	0.00	0.00
Threading Depilation - An Introduction - 1 day	Per Course (2.5hrs)	N	16.00	0.00	15.00	15.00	0.00	0.00
Understanding Latin names for Plants	Per Course (2hrs for 3 weeks)	N	38.00	0.00	N/A	N/A	0.00	0.00
Ukonline	Per Course (32.5hrs)	N	N/A	0.00	Free	Free	0.00	0.00
Ukonline	Per Course (18hrs)	N	N/A	0.00	Free	Free	0.00	0.00

Activity/Item	Basis	Vatable Enter Y or N	2010/11		2009/10		2009/10	
			Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT 17.5% £	Value Excl. VAT £	Value Incl. VAT £
Adult Continued Education								
Watercolour Painting - Basic Techniques - First Steps	Per Course (2hrs for 10 weeks)	N	90.00	0.00	N/A	0.00	0.00	0.00
Watercolour Painting - Absolute Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	90.00	0.00	90.00	0.00	0.00	0.00
Watercolour Painting - Improvers	Per Course (2hrs for 10 weeks)	N	90.00	0.00	N/A	0.00	0.00	0.00
Watercolour Basic Techniques - Step by step	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00	0.00
Watercolour Basic Techniques - Further Steps	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00	0.00
Watercolour Basic Techniques - Next Steps	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00	0.00
Watercolour Painting - Improvers - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	0.00
Watercolour Painting - Intermediate	Per Course (20hrs)	N	110.00	0.00	110.00	0.00	0.00	0.00
Watercolour Painting - Next Steps	Per Course (2hrs for 10 weeks)	N	90.00	0.00	N/A	0.00	0.00	0.00
Watercolour Painting - Post Beginners - 8 weeks	Per Course (2hrs for 8 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Watercolour Painting - Post Beginners - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	0.00
Weaving with Rush	Per Course (12hrs)	N	N/A	0.00	64.00	0.00	0.00	0.00
Weaving with Rush - Summer School - 2 days	Per Course (6hrs for 2 days)	N	N/A	0.00	64.00	0.00	0.00	0.00
Website Software - Level 2	Per Course (2hrs for 10 weeks)	N	110.00	0.00	N/A	0.00	0.00	0.00
Wet-felting for beginners	Per Course (6hrs)	N	N/A	0.00	40.00	0.00	0.00	0.00
What's New in Vista and MS Office 2007	Per Course (3hrs for 1 day)	N	19.00	0.00	N/A	0.00	0.00	0.00
Wirework Jewellery - An Introduction - 1 day	Per Course (6hrs for 1 day)	N	42.00	0.00	40.00	0.00	0.00	0.00
Wirework Jewellery - Improvers - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	0.00
Wirework Jewellery - Improvers - Gifts for Christmas & Beyond	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	0.00
Wirework Sculpture for the Garden - 1 day	Per Course (6hrs for 1 day)	N	N/A	0.00	36.00	0.00	0.00	0.00
Woodcarving for All	Per Course (2hrs for 10 weeks)	N	90.00	0.00	N/A	0.00	0.00	0.00
Woodcarving - An Introduction	Per Course (6hrs)	N	N/A	0.00	36.00	0.00	0.00	0.00
Woodcarving - Beginners	Per Course (20hrs)	N	N/A	0.00	90.00	0.00	0.00	0.00
Woodcarving - Beginners & Improvers - 10 weeks	Per Course (2hrs for 10 weeks)	N	N/A	0.00	90.00	0.00	0.00	0.00
Woodturning - An Introduction	Per Course (3hrs)	N	19.00	0.00	18.00	0.00	0.00	0.00
Woodturning - Beginners - Summer School - 2 days	Per Course (6hrs for 2 days)	N	N/A	0.00	72.00	0.00	0.00	0.00
Woodturning - City & Guilds 7822 Level 2 - 30 weeks	Per Course (3hrs for 30 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Woodturning - Mixed Ability	Per Course (20hrs)	N	120.00	0.00	120.00	0.00	0.00	0.00
Woodwork for Wildlife - Continued - 5 weeks	Per Course (2.5hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Word - Working with Tables and Columns	Per Course (4hrs)	N	N/A	0.00	24.00	0.00	0.00	0.00
Word Processing - An Introduction	Per Course (6hrs)	N	38.00	0.00	36.00	0.00	0.00	0.00
Word Processing - Level 1	Per Course (2hrs for 5 weeks)	N	20.00	0.00	N/A	0.00	0.00	0.00
Word Processing - Level 2	Per Course (2hrs for 10 weeks)	N	30.00	0.00	N/A	0.00	0.00	0.00
Word Processing - Macros	Per Course (2hrs for 2 weeks)	N	25.00	0.00	N/A	0.00	0.00	0.00
Word Processing - Working with Tables and Columns	Per Course (2hrs for 2 weeks)	N	25.00	0.00	N/A	0.00	0.00	0.00
Word Processing - Beginners and beyond	Per Course (16hrs)	N	N/A	0.00	75.00	0.00	0.00	0.00
Word Processing - Using Shortcuts	Per Course (6hrs)	N	N/A	0.00	36.00	0.00	0.00	0.00

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Adult Continued Education								
Working with Adult Learners - An Introduction to C&G 9297 Units 1 and 2 - 5 weeks	Per Course (2.5hrs for 5 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
World Development AS - 10 weeks	Per Course (2.5hrs for 10 weeks)	N	N/A	0.00	0.00	0.00	0.00	0.00
Yoga - Beginners	Per Course (15hrs)	N	70.00	0.00	N/A	0.00	0.00	0.00
Yoga - Dynamic Flow Sequences	Per Course (15hrs)	N	N/A	0.00	70.00	0.00	0.00	0.00
Yoga - Experienced	Per Course (15hrs)	N	56.00	0.00	70.00	0.00	0.00	0.00
Yoga - Mixed ability	Per Course (12.5hrs)	N	56.00	0.00	70.00	0.00	0.00	0.00
Yoga - Mixed ability	Per Course (16.5hrs)	N	N/A	0.00	75.00	0.00	0.00	0.00
Yoga Fitness - Exercise for Runners	Per Course (2hrs)	N	N/A	0.00	12.00	0.00	0.00	0.00
Yoga fitness for Runners - 1 day	Per Course (2hrs)	N	N/A	0.00	12.00	0.00	0.00	0.00
Yoga for Expectant Mothers	Per Course (5hrs)	N	N/A	0.00	30.00	0.00	0.00	0.00

To Note:

ACE fees and charges were not included in Original Annex H as these are updated each Term. To Download the latest brochure , please access from www.miltonkeynes.gov.uk or phone 01908 556700

**ACE fees for 2010/11 currently show an increase of c4%. The course length has changed in three instances causing a more significant change in fees eg Accounting OCR Level 2 hours have increased to support learner achievement, Alexander Technique was increased from one to two days.