

# Abergele Town Council

## Summary of Fees & Charges - Applicable from 01.04.2024 (reviewed annually)

### 1. Room Hire – Monday-Friday

a) *Main Chamber - ½ day session** or evening	£69.50
- Full day	£139.00
b) *Room 4 - ½ day session ** or evening	£57.50
- Full day	£115.00
c) *Room 5 or 6 - ½ day session** or evening	£49.00
- Full day	£98.00
d) *Main Chamber, plus rooms 4,5 and 6 - full day	£254.00
e) *Saturday Room hire by special arrangement	
- ½ day session**	£104.00
- Full day	£208.00
f) *Sunday Room hire by special arrangement	
- ½ day session**	£190.50
- Full day	£381.00

### ***Cancellation fee (25% of the overall booking above) with less than 7 days' notice***

\* Refreshments are included in the cost

(please note on the booking form how many refreshments will be required)

\*\* Please note a session is AM (four hours up to 1pm), PM (four hours up to 5pm) or evening (up to four hours)(up to 9pm)

### 2. Photocopying

A4 - single sided - per copy	b/w	15 pence
A3 - single sided - per copy	b/w	20 pence
A4 - single sided - per copy	colour	25 pence
A3 - single sided - per copy	colour	30 pence

### 3. Advertising (TOWN COUNCIL NEWSLETTER)

Charges for a single issue :-

1/8 page	£18.00
1/4 page	£35.00
1/2 page	£69.00
Full page	£98.00

(Discounts may be agreed by the Newsletter Committee for advertising in multiple issues)

### 4. Information Requested under Freedom of Information Act 2000

Further to guidance in The Freedom of Information and Data Protection (Appropriate Limit and Fees)

Regulations 2004, any time taken in undertaking chargeable activities will be estimated at a rate of £25 per hour. All chargeable requests will be referred to the Council, who has the option of waiving fees.