

**SHREWSBURY TOWN COUNCIL
POLICY AND RESOURCES COMMITTEE
Monday 15th September 2025**

Officers: Ian Thorpe – Commercial, Markets and Events Manager

FEES AND CHARGES REVIEW

Purpose of Report

To update the Council on the process to set and approve the fees and charges for the next financial year.

FEES AND CHARGES REVIEW

Every 12 months officers go through a process of reviewing the fees and charges in respect of the wide variety of facilities which we operate across the borough. These facilities include everything that is available to book across our outdoor recreation grounds, most notably our football pitches, cricket fields and tennis courts. In addition, the scheme of charges document covers the hire costs of our open spaces for all types of events and activities, the fees for our allotment sites, the cost of trading from our stalls in the Indoor Market and finally the fees set for the bowls and croquet clubs which operate under licence from our sites.

Historically this review process has followed a consistent methodology where any general increase will initially be based on the current rate of inflation, before any other relevant considerations are taken into account, such as increased operational or maintenance costs, together with any potential facility improvements which have been identified.

There has also been a drive in recent years to simplify the charges framework for everyone involved and increase the efficiency of the associated management and administration process.

Where any significant increases are likely to result from these changes the communication process is started as early as possible with any longstanding 'customers' who will be affected, to try to allow time for any potential mitigation measures to be implemented and take effect.

To put everything into context there will be c£326k of total income raised over the financial year, c£55k of which relates specifically to income from our sporting facilities.

We have now reached the stage where it is important to identify and address any remaining anomalies across our fees and charges portfolio to maintain consistency for all end users.

It is therefore a timely opportunity to form a small working group to scrutinize and ultimately authorize this process.

RECOMMENDATIONS:

That the report is noted.