

PUBLIC LIBRARIES FEES AND CHARGES 2019/20 AND PROPOSALS FOR 2020/21

Item	Concessions	Current Charge 2019/20	Proposed Charge 2020/21
Overdue Charges	Children/Young Adult 0-19 and Homebound no charge	20p per day (Max £8)	20p per day (Max £8)
DVD Film Hire	No concessions	£1.50 per week	£1.50 per week
DVD Film Hire (Box Set)	No concessions	£3.00 per week	£3.00 per week
Children's Film Hire	No concessions	£1.00 per week	£1.00 per week
Spoken Word	Children/Young Adult 0-19, over 60s, visually impaired and Homebound no charge	£1.00 per 3 weeks	£1.00 per 3 weeks
Language Courses	No concessions	£1.50 3 weeks	£1.50 3 weeks
Reservations County/City	Children/Young Adult 0-19 and Homebound no charge	30p	30p
British Library/Inter Library Loan requests	No concessions	£5.30	£5.30
FAX - UK	No concessions	50p per sheet - receiving or sending	50p per sheet - receiving or sending
FAX - International	No concessions	£1.00 per sheet - receiving or sending	£1.00 per sheet - receiving or sending
Photocopying & Printing black and white	Jobseekers up to 10 sheets free per day with proof	20p (A4) 40p (A3)	20p (A4) 40p (A3)
Photocopying & Printing - colour	No concessions	50p (A4) £1.00 (A3)	50p (A4) £1.00 (A3)
Reader-Printer Copies	No concessions	20p	20p
Memory Sticks	No concessions	£5.50	£5.50
Earphones	No concessions	£2.00	£3.50
Replacement Library Card	No charge for under 14s	£1.50	£1.50
Replacement charge for lost or damaged stock item	No charge for under 14s	Not been specified before but standard practice was no charge for under 5s, half price 5-12 year olds, full price 13+	No charge for under 14s, full price 14+

Hire of Library Premises

Room hire charges are subject to VAT where applicable.

1 Strategic Venues

1.1 Mansfield Central Library

Room	2019/20	2020/21
The Auditorium	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £280 Community groups, NCC and non-profit: £200</p> <p>Evening rate Sat/Sun 5.30 – 10pm: Commercial: £390 Community groups, NCC and non-profit: £300</p> <p>Hourly rate (max 4 hours): Commercial: £50 Community groups, NCC and non-profit: £30</p>	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £280 Community groups, NCC and non-profit: £200</p> <p>Evening rate Sat/Sun 5.30 – 10pm: Commercial: £390 Community groups, NCC and non-profit: £300</p> <p>Hourly rate (max 4 hours): Commercial: £50 Community groups, NCC and non-profit: £30</p>
The Meeting Place	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £150 Community groups, NCC and non-profit: £100</p> <p>Evening rate Sat/Sun 5.30 – 10pm: N/A – please contact library events office to hire in conjunction with another library space</p> <p>Hourly rate (max 4 hours): Commercial: £35 Community groups, NCC and non-profit: £20</p>	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £150 Community groups, NCC and non-profit: £100</p> <p>Evening rate Sat/Sun 5.30 – 10pm: N/A – please contact library events office to hire in conjunction with another library space</p> <p>Hourly rate (max 4 hours): Commercial: £35 Community groups, NCC and non-profit: £20</p>
Studio Floor	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £220 Community groups, NCC and non-profit: £150</p>	<p>Full Day Rates/ Evening rate Mon-Fri 5.30 – 10pm: Commercial: £220 Community groups, NCC and non-profit: £150</p>

	<p>Evening rate Sat/Sun 5.30 – 10pm: Commercial: £300 Community groups, NCC and non-profit: £250 Hourly rate (max 4 hours): Commercial: £35 Community groups, NCC and non-profit: £25</p>	<p>Evening rate Sat/Sun 5.30 – 10pm: Commercial: £300 Community groups, NCC and non-profit: £250 Hourly rate (max 4 hours): Commercial: £35 Community groups, NCC and non-profit: £25</p>
Green Room	<p>Hourly rate Commercial: £25 Community groups, NCC and non-profit: £15</p>	<p>Hourly rate Commercial: £25 Community groups, NCC and non-profit: £15</p>
The Box	<p>Hourly rate Commercial: £25 Community groups, NCC and non-profit: £15</p>	<p>Hourly rate Commercial: £25 Community groups, NCC and non-profit: £15</p>
The Discovery Room	<p>Evening rate (Mon-Fri) 4.30 – 10pm Commercial: £195 Community groups, NCC and non-profit: £120</p> <p>Hourly rate Sat / Sun Commercial : £65 Community groups, NCC and non-profit: £40</p> <p>Evening rate Sat/Sun 5.30 – 10pm – N/A contact library events office to hire in conjunction with another library space</p>	<p>Evening rate (Mon-Fri) 4.30 – 10pm Commercial: £195 Community groups, NCC and non-profit: £120</p> <p>Hourly rate Weekdays and Sat / Sun Commercial : £65 Community groups, NCC and non-profit: £40</p> <p>Evening rate Sat/Sun 5.30 – 10pm – N/A contact library events office to hire in conjunction with another library space</p>
Hire per hour pre 5.30 for evening events before library closing time Mon - Fri	£10	£10
Hire per hour for evening events between library closing time and 5.30 pm Sat-Sun	£45	£45
Hire per hour or part hour for evening events after 10pm weekdays	£30	£30
Hire per hour or part hour for evening events after 10pm Sat-Sun	£45	£45

For all meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

1.2 West Bridgford Library

Room	Hourly Charge 2019/20	Hourly Charge 2020/21
Cedar and Pine Community Meeting rooms	Commercial: £35 Community groups, NCC and non-profit: £20	Commercial: £35 Community groups, NCC and non-profit: £20

For meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

1.3 Worksop Library

Room	Hourly Charge 2019/20	Hourly Charge 2020/21
Conference Suite	Commercial: £30 Community groups, NCC and non-profit: £15	Commercial: £30 Community groups, NCC and non-profit: £15
Meeting Place 1 or 2	Commercial: £20 Community groups, NCC and non-profit: £10	Commercial: £20 Community groups, NCC and non-profit: £10
Meeting Place 3	Commercial: £30 Community groups, NCC and non-profit: £15	Commercial: £30 Community groups, NCC and non-profit: £15

1.4 Beeston Library

Room	Hourly Charge 2019/20	Hourly charge 2020/21
Meeting Room 1, Discovery Room	Commercial: £35 Community Groups, NCC and non-profit: £20	Commercial: £35 Community Groups, NCC and non-profit: £20
Meeting Room 2	Commercial: £25 Community groups, NCC and non-profit: £12.50	Commercial: £25 Community groups, NCC and non-profit: £12.50
Meeting Room 3	Commercial: £15 Community groups, NCC and non-profit: £7.50	Commercial: £15 Community groups, NCC and non-profit: £7.50
Meeting Room 4	Commercial: £12	Commercial: £12

	Community groups, NCC and non-profit: £6	Community groups, NCC and non-profit: £6
Art Room	Commercial £35 Community £20	Commercial £35 Community £20

For all meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

2 Library Meeting Rooms

Library	Hourly Charge 2019/20	Hourly Charge 2020/21
Eastwood Hucknall Kirkby-in-Ashfield Mansfield Woodhouse Newark Ollerton Retford Stapleford Bingham Edwinstowe	Commercial: £20 Community groups, NCC and non-profit: £10	Commercial: £20 Community groups, NCC and non-profit: £10
Arnold Meeting Room 1	Commercial: £20 Community groups, NCC and non-profit: £10	Commercial: £20 Community groups, NCC and non-profit: £10
Meeting Room 2	Commercial: £20 Community groups, NCC and non-profit: £10	Commercial: £20 Community groups, NCC and non-profit: £10
Meeting Room 3	Commercial: £12 Community groups, NCC and non-profit: £6	Commercial: £12 Community groups, NCC and non-profit: £6
Southwell Meeting Room	Commercial: £20 Community groups, NCC and non-profit: £10	Commercial: £20 Community groups, NCC and non-profit: £10
Upstairs Meeting Room	Commercial: £15 Community groups, NCC and non-profit: £7.50	Commercial: £15 Community groups, NCC and non-profit: £7.50

Art Room	Commercial: £15 Community groups, NCC and non-profit: £7.50	Commercial: £15 Community groups, NCC and non-profit: £7.50
Interview Room	Commercial: £12 Community groups, NCC and non-profit: £6	Commercial: £12 Community groups, NCC and non-profit: £6
Sutton in Ashfield		
Main meeting room	Commercial: £20 Community groups, NCC and non-profit: £10	Commercial: £20 Community groups, NCC and non-profit: £10
Small meeting room	Commercial: £12 Community groups, NCC and non-profit: £6	Commercial: £12 Community groups, NCC and non-profit: £6

For all meeting room hire outside of library opening hours, a minimum surcharge of £35 may be applied to cover caretaking and staff costs.

3 Hire of Library Buildings

Some library buildings are available for hire when they are closed to the public. Hire rates for these are as follows (please note that a minimum surcharge of £35 may be applied to cover caretaking and staff costs if the site requires).

Library	2019/20	2020/21
Southwell	Commercial: £25 an hour Community groups, NCC and non-profit: £12.50 Kitchen £6.00 per session	Commercial: £25 an hour Community groups, NCC and non-profit: £12.50 Kitchen £6.00 per session
Other library buildings subject to facilities, space, staffing and keyholding	Commercial: £20 Community groups, NCC and non-profit: £10	Commercial: £20 Community groups, NCC and non-profit: £10

4 Consumables

To be charged for if required for sole use by an organisation.

	2019/20	2020/21
Flip chart paper Box of pens	£5 per pad £5 per set	£5 per pad £5 per set

5 Hire of Gallery and Exhibition Spaces

5.1 Gallery Spaces

Library	Charge 2019/20	Charge 2020/21
Mansfield Central	Six weeks full gallery hire - £150: non-profit £75 Three weeks full gallery hire - £85: non-profit £45 Shared gallery hire – shared exhibition – negotiated rates Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)	Six weeks full gallery hire - £150: non-profit £75 Three weeks full gallery hire - £85: non-profit £45 Shared gallery hire – shared exhibition – negotiated rates Display Cabinet hire - £10 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)
Beeston	Six weeks full gallery hire - £150: non-profit £75 Three weeks full gallery hire - £85: non-profit £45; Shared gallery hire – shared exhibition – negotiated rates Display cabinet only £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)	Six weeks full gallery hire - £150: non-profit £75 Three weeks full gallery hire - £85: non-profit £45; Shared gallery hire – shared exhibition – negotiated rates Display cabinet only £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)
West Bridgford	Six weeks full gallery hire - £220: non-profit £100	Six weeks full gallery hire - £220: non-profit £100

	<p>Three weeks full gallery hire - £120: non-profit £60</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p>	<p>Three weeks full gallery hire - £120: non-profit £60</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p>
Worksop	<p>Six weeks full gallery hire - £150: non-profit £75</p> <p>Three weeks full gallery hire - £85: non-profit £45</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p>	<p>Six weeks full gallery hire - £150: non-profit £75</p> <p>Three weeks full gallery hire - £85: non-profit £45</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p> <p>Display Cabinet hire - £5 per week (applications for cabinet hire will be considered as part of the shared gallery hire process)</p>

Exhibition Spaces

Library	Charge 2019/20	Charge 2020/21
Arnold	<p>Six weeks full gallery hire - £60: non-profit £30</p> <p>Three weeks full gallery hire - £40: non-profit £20</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p>	<p>Six weeks full gallery hire - £60: non-profit £30</p> <p>Three weeks full gallery hire - £40: non-profit £20</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p>
Retford	<p>Six weeks full gallery hire - £50: non-profit £25</p> <p>Three weeks full gallery hire - £30: non-profit £15</p> <p>Shared gallery hire – shared exhibition – negotiated rates</p>	No charges

