

## DECISION NOTICE

Notice is given that the following decision has been taken under the Provisions set out in the Council's Constitution

**Decision maker:** Portfolio Holder for Public Health and Corporate Services

**Decision in the matter of:** Cheshire East Council Registration Service - Review of Fees

**Decision:** That the fees, as outlined in the Appendix, are agreed with immediate effect.

**Background:** In July 2020 the Portfolio Holder agreed the Service's current fee structure. In summary, fees for marriages and civil partnerships in Approved Buildings were set until 2024/25. Fees are set in advance so that couples, who are planning ceremonies, have a clear indication of what they will need to pay. No recommendations are being made for fees for marriages and civil partnerships in Approved Buildings for 2025/26, the year following the last year for which fees are set. These will be reviewed in the normal way early in 2022. However, recommendations were being made to increase the fees for marriages, civil partnerships and renewal of vows ceremonies in the Mayor's Reception Room, Crewe, the Silk Room, Macclesfield and the Mayor's Parlour in Crewe for 2022/23 and 2023/24.

In July 2020 approval was given for the service to start offering celebration of life ceremonies and naming ceremonies. It is proposed that the fees set last year are retained for a further year as they are new services and a review of their take up will be conducted early in 2022.

In a response to the impact of Coronavirus on the ceremonies delivered by the Service, approval was obtained in July 2020 to introduce more flexibility into service provision, offering a facility where couples could hold a short legal ceremony for limited numbers of attendees at an Approved Building, followed by a celebration service (non-statutory) for a greater number of people at the venue at a future date. Take up of these services has been limited, this is not surprising due to the protracted impact of the pandemic. There would appear to be a logic in continuing to offer this service, especially as bookings have been made for future years. It was being recommended that the fee levels up to 2024/25 are set, meaning that fees for these services would be set to the same date as those for marriages / civil partnerships in Approved Buildings

VAT is payable on an element of fees for statutory services delivered in Council owned buildings (Mayor's Reception Room, Mayor's Parlour and Silk Room) and on some non-statutory services delivered at outside venues. VAT is included, where appropriate, on the proposed fees.

**Background Documents:**

Reports to Portfolio Holder for Public Health and Corporate Services – 'Cheshire East Council Registration Service - Review of Fees'

[Cheshire East Council Registration Service - Additional Services and Service Fees](#)

**Approved:**

Councillor Jill Rhodes  
Portfolio Holder for Public Health and Corporate Services

**Date:**

30 April 2021

**Executive Director:**

Jane Burns  
Executive Director Corporate Services





## Registration Service Fees

Fees in grey are already approved

Marriage / Civil Partnership / Celebration ceremonies in Approved Buildings	2021/22	2022/23	2023/24	2024/25	Comments / observations
Weekday	£575	£600	£625	£650	Fees set in the 2020
Saturday and Sunday	£700	£735	£765	£795	Fees set in the 2020
Bank Holiday	£820	£860	£895	£930	Fees set in the 2020
25th and 26th December	£960	£995	£1,035	£1,075	Fees set in the 2020

  

Marriages, Civil Partnerships and Renewal of Vows in the Mayor's Reception Room, Crewe and the Silk Room, Macclesfield	2021/22	2022/23	2023/24	2024/25	Comments / observations
Weekday	£355	£375	£390		Rooms only bookable up to 12 months in advance
Saturday	£440	£455	£475		Rooms only bookable up to 12 months in advance

<b>Marriage / Civil Partnership in the Mayor's Parlour, Crewe</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>Comments / observations</b>
Weekday	£112	£120	£130		Room only bookable 12 months in advance
Saturday	£175	£185	£195		Room only bookable 12 months in advance

<b>Celebration of Life Ceremony and Naming Ceremonies</b>	<b>2021/22</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>	<b>Comments / observations</b>
Mayor's Reception Room (Crewe) Midweek	£150	£150			These are new services which will be reviewed in 2022
Mayor's Reception Room (Crewe) Weekend	£195	£195			These are new services which will be reviewed in 2022
Approved Premises (Midweek)	£200	£200			These are new services which will be reviewed in 2022
Approved Premises (Weekend)	£250	£250			These are new services which will be reviewed in 2022
Individuals home or another building (midweek)	£275	£275			These are new services which will be reviewed in 2022
Individuals home or another building (weekend)	£325	£325			These are new services which will be reviewed in 2022

Combined statutory ceremony at Approved Venue, followed by a celebration service at later date	2021/22	2022/23	2023/24	2024/25	Comments / observations
Midweek	£800	£825	£850	£875	Response to Covid 19 impact on ceremonies and requests from couples / venues
Weekend	£900	£925	£950	£975	Response to Covid 19 impact on ceremonies and requests from couples / venues
Bank Holiday	£1,045	£1,070	£1,095	£1,120	Response to Covid 19 impact on ceremonies and requests from couples / venues

**An advance booking fee of £150 is paid when making all bookings; this is part of the overall fee for the service**