

Record of Officer Decision

Registry Service Discretionary Fees and Charges

Decision Taker and Date Decision Taken:

Director of Finance, in consultation with the Leader of the Council and Cabinet Member for Finance and Corporate Services and Chief Executive on 18 July 2023.

Summary of Matter or Issue Requiring Decision:

The Registrars service are receiving requests for bookings for the financial year 2025/26 but rates have only been approved up to 2024/25 – as per the Proposed Fees and Charges 23/24 paper – link below.

[\(Public Pack\)Agenda Document for Budget Digest, 24/02/2023 00:00 \(torbay.gov.uk\)](#)

Decision Taken:

To approve uplifted fees and charges for 2025/26 as set out in Appendix 1.

Summary of Reason(s) for Decision Taken:

It is necessary to agree rates for 2025/26 as soon as possible, to ensure the service is able to continue to take advance bookings. The Finance Service has worked closely with the Superintendent Registrar in agreeing suitable fees and charges for 2025/26.

Summary of Alternatives or Options considered and rejected and Background Papers:

It is not appropriate to wait until the next budget setting process to agree the 25/26 rates.

Details of any conflict of interest and dispensation granted to the Officer taking the decision or by any Member of the Council in delegating responsibility for any specific express delegation:

None

Implementation:

The rates for 2025/26 will come into force immediately.

A copy of this decision and any supporting documentation considered by the Officer taking this decision may also be available for inspection by the public at the Council's offices or posted upon payment of any copying and postage charges. Any member of the public wishing to take up either of these options is asked to please ring (01803) 207087 or email governance.support@torbay.gov.uk

Signed: _____ Date: _____
(Director of Finance)