

**DECISION NOTICE OF AN INDIVIDUAL MEMBER OF GWYNEDD  
COUNCIL CABINET**

**DATE OF DECISION 5 March 2024**

**DATE DECISION PUBLISHED 11 March 2024**

**DATE DECISION WILL COME INTO FORCE** and implemented,  
unless the decision is called in, in accordance with section 7.25  
of the Gwynedd Council Constitution **18 March 2024**

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**CABINET MEMBER NAME AND TITLE**

Cabinet Member: Councillor Menna Trenholme  
Cabinet Member for Corporate Support

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**SUBJECT**

**Registration of Births, Deaths and Marriages Service –  
Review and Change Registration Fees for 2024-25**

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**DECISION**

To approve the fees and prices for the Registration of Births, Deaths and Marriages Service.

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**REASON WHY THE DECISION IS NEEDED**

Please see attached Officer Report.

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**DECLARATIONS OF PERSONAL INTEREST AND ANY RELEVANT DISPENSATIONS  
APPROVED BY THE COUNCIL'S STANDARDS COMMITTEE**

None

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**ANY CONSULTATIONS UNDERTAKEN PRIOR TO MAKING THE DECISION**

Consultation with  
Gwynedd Council Statutory Officers

The results of the consultations are reported upon in the attached report.

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**DECISION NOTICE OF AN INDIVIDUAL MEMBER OF GWYNEDD COUNCIL'S CABINET  
– OFFICER'S REPORT**

Name and Title of Cabinet Member/s:	Councillor Menna Trenholme
Name and Title of the Report's Author:	Joanne Parry, Customer Contacts and Registration Service Manager
Date of Decision:	5/3/2024
Cabinet Member/s Signature:	

**Subject:** Registration of Births, Deaths and Marriages Service - Review and Change Registration Fees for 2024-25

**Recommendation for the Decision:**

To approve the fees and prices for the Registration of Births, Deaths and Marriages Service

**The reason for the need for a Decision:**

The reason for the need for a decision is to ensure that the service's income is sufficient to cover the rate of inflation affecting the provision of relevant services for the year, and to recover admin costs for appointments where customers have failed to attend.

**Rationale and justification for reaching the Decision:**

1. To ensure that the service recovers income that is sufficient to meet a rate of additional inflation for 2023-24 and 2024-25 inflation, and missed appointments fee.

**Record of any personal interest by any Cabinet Member consulted and any dispensations approved by the Standards Committee:**

**Any consultations held before making the Decision:**

**Chief Finance Officer** – “I am satisfied that the fees proposed are reasonable and consistent with the budget set. I have no objection to the decision sought”.

**Monitoring Officer** –. “No observations to add in relation to propriety “

## CYNGOR GWYNEDD

## GWASANAETH COFRESTRU GWYNEDD / GWYNEDD REGISTRATION SERVICE

## ATODLEN FFI OEDD ANSTATUDOL / SCHEDULE OF NON STATUTORY FEES

2024-2025

		Ffi Newydd / New fee 2023/24	Ffi newydd / new fee 2024/25
Seremoni Priodas / Partneriaeth Sifil  <i>Marriage / Civil Partnership Ceremony</i>	Swyddfa Gofrestru Llun i Wener (Eithrio seremonïau elfennol) <i>Register Office Monday to Friday (Except basic ceremonies)</i>	£225	£245
	Swyddfa Gofrestru Sadwrn/Sul <i>Register Office Saturday/Sunday</i>	£270	£295
	Swyddfa Gofrestru Gwyl y Banc <i>Register Office Bank Holiday</i>	£340	£370
	Adeilad wedi'i drwyddedu Llun i Gwener <i>Approved Premises Monday to Gwener</i>	£410	£445
	Adeilad wedi'i drwyddedu Sadwrn <i>Approved Premises Saturday</i>	£450	£490
	Adeilad wedi'i drwyddedu Sul <i>Approved Premises Sunday</i>	£495	£540
	Adeilad wedi'i drwyddedu Gŵyl y Banc <i>Approved Premises Bank Holiday</i>	£560	£610
	Neuadd y Penrhyn Llun i Wener <i>Penrhyn Hall Monday to Friday</i>	£280	£305
	Neuadd y Penrhyn Sadwrn/Sul <i>Penrhyn Hall Saturday/Sunday</i>	£315	£345
	Neuadd y Penrhyn Gŵyl y Banc <i>Penrhyn Hall Bank Holiday</i>	£395	£430

<i>Tal cadw nag ad-delir am Briodasau a Phartneriaethau sifil</i>	Swyddfa Gofrestru ( <i>heblaw seremoniau elfennol sydd yn £46</i> ) <i>Register Office (except basic ceremonies which are £46)</i>	£70	£75
<i>Non-returnable booking fee for Civil Marriages and Civil Partnerships</i>	Adeilad wedi'i drwyddedu <i>Approved Premises</i>	£125	£135
	Capel <i>Chapel</i>	£70	£75
Archebu slot seremoni sydd dros 12 mis i ffwrdd	<i>Book a ceremony slot more than 12 months away</i>	£70	£75
Ymarfer seremoni <i>Ceremony rehearsal</i>	Mewn Adeilad wedi'i Drwyddedu'n unig <i>In Approved Premises only</i>	£100	£110
Seremoni Enwi Babi <i>Baby Naming Ceremony</i>	Swyddfa Gofrestru Llun i Gwener <i>Register Office Monday to Friday</i>	£185	£200
	Swyddfa Gofrestru Sadwrn, Sul Gwyl y Banc <i>Register Office Saturday, Sunday &amp; Bank Holiday</i>	£265	£290
	Adeilad wedi'i Drwyddedu <i>Approved Premises</i>	£285	£310
Seremoni Adnewyddu Addunedau <i>Renewal of Vows Ceremony</i>	Swyddfa Gofrestru Llun i Wener <i>Register Office Monday to Friday</i>	£185	£200
	Swyddfa Gofrestru Sadwrn, Sul & Gŵyl y Banc <i>Register Office Saturday, Sunday &amp; Bank Holiday</i>	£265	£290
	Adeilad wedi'i Drwyddedu <i>Approved Premises</i>	£285	£310
<i>Tal cadw nag ad-delir am Seremoni Enwi Babi / Adnewyddu Addunedau</i> <i>Non-returnable booking fee for</i>	Swyddfa Gofrestru <i>Register Office</i>	£70	£75
	Adeilad wedi'i drwyddedu	£70	£75

<i>Baby Naming Ceremony and Renewal of Vows Ceremony</i>	<i>Approved Premises</i>		
Seremoni Dinasyddiaeth preifat <i>Private Citizenship Ceremony</i>	Swyddfa Gofrestru Llun i Wener <i>Register Office Monday to Friday</i>	£140	£155
Ffi i drwyddedu adeilad <i>Approved License Fee</i>	Cais am drwydded newydd (3 blynedd) <i>New licence application (3 years)</i>	£1300	£1420
	Adnewyddu trwydded <i>Licence renewal</i>	£1190	£1300
	Newid enw ar y drwydded/cywiriad gweinyddol <i>Change of name on licence/admin correction</i>	£55	£60
	Ail archwilio yn dilyn cais am newid yn ystod oes y drwydded (os oes newid i'r drwydded, rhaid gwneud cais newydd) <i>Re-inspect following a change application during the licence's lifetime (if any changes to the licence a new application must be made)</i>	£155	£170
	Trwyddedu ystafell ychwanegol (cais o'r newydd) <i>License an additional room (new request)</i>	£1300	£1420
Ffi gweinyddol/ admin fee	Tal cadw nag ad-delir ar gyfer apwyntiad rhoi rhybudd / Non-returnable booking fee to attend a notice appointment.	£15	£15
	Tal cadw nag ad-delir ar gyfer apwyntiad Cofrestru Genedigaeth / Non-returnable booking fee to attend a Birth Registration appointment.		£10
	Ffi gweinyddol i newid archeb seremoni sydd wedi'i gadarnhau yn barod / Admin fee to amend a ceremony booking which has already been confirmed.		£20