Street Naming and Numbering

Scale of charges from 01/04/2026

Task	Fee	
House name change	£55	Covers the cost of investigations and notification to Royal Mail, internal and external organisations, customer confirmation, officer time and resources.
Add a name to an existing numbered Property	£55	Covers the cost of investigations and notification to Royal Mail, internal and external organisations, customer confirmation, officer time and resources.
House Naming or Numbering for **one dwelling**	£110	Covers the cost of investigations and notification to Royal Mail, internal and external organisations, customer confirmation, officer time and resources.
Development with **NO** street name [Residential & Commercial]	£110 for one property **+** £44 per each additional plot	Covers the cost of investigations, production of plot to number schedules, and notification to Royal Mail, internal and external organisations, customer confirmation, officer time and resources.
Development with a **NEW** street name [Residential & Commercial]	£192 per street **+** £44 per each additional plot	Covers the cost of investigations, consultations with Local Member(s) & Town & Community Councils, site notice/visit, and production of plot to number schedules, notifications to Royal Mail, internal and external organisations, customer confirmation, officer time and resources.
Property Conversion into Flats or Units [Residential & Commercial]	£55 **+** £33 per each additional address required	Covers the cost of investigations, production of flat/unit to number schedules, and notification to Royal Mail, internal and external organisations, customer confirmation, officer time and resources.
Amending schedule of development already issued following plot changes by developer	£55 **+** £33 per each additional address required	Covers the re-plan, amended plot to postal information, notification to Royal Mail, emergency services, other internal and external organisations, officer time and resources.

Task	Fee	
Renaming a street at residents request **or** Naming a road where no name exists	£192 **+** £44 per property **+** legal costs & replacement street nameplate costs	Covers the cost of investigations, consultations and notifications to residents and internal council and external organisations including Royal Mail and emergency services, officer time and resources.
Provision of official address confirmation for customer, solicitors and conveyancers	£39	Covers the cost of (historic) investigations, officer time and resources.
To add or change a commercial trading name to a business premises	No Fee	This is because it is in the interests of the businesses and external organisations including Royal Mail to have up-to-date information
Request to investigate any address anomaly	No Fee	This is because it is in the interests of the residents and emergency services to have all anomalies corrected
Issuing of amended address information following an error on the Council's LLPG database or Royal Mail PAF.	No Fee	Where an error has occurred, it is not reasonable to apply a charge in order to correct an address database, except where the problem has arisen as a direct consequence of development occurring without the required Planning and/or Building Regulation permissions