

This form covers **all** search requests. Please provide full details, description of the property to be searched against and a plan showing precise boundaries.

In each section indicate the search type you require and show the fee required. Enter the total fee on the last page.

Email Official Search requests to [landcharges@melton.gov.uk](mailto:landcharges@melton.gov.uk)  
Email Personal Search requests to [landcharges@melton.gov.uk](mailto:landcharges@melton.gov.uk)

Your Details	Name and Address		Your Reference
	Your telephone number	Email address	

Official Local Authority Search Requests			
Description of property/land to be searched against		For identification purposes please supply a plan of the site to be searched	
Residential Searches		Commercial Searches	
Full Residential Search (LLC1 & Con29Required form) @ <b>£100.00</b>		Full Commercial Search (LLC1 & Con29Required form) @ <b>£135.00</b>	
Residential LLC1 Search @ <b>£20.00</b>		Commercial LLC1 Search @ <b>£27.00</b>	
Residential Con 29Required Search @ <b>£80.00</b>		Commercial Con 29Required Search @ <b>£108.00</b>	

Fee	£
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If you are requesting searches for HIP's please fill in this section and give names and addresses as applicable in order to ensure compliance with Schedule 7, Part 1(b) of the HIP Regulations.

Vendor	
HIP Provider	
Solicitor	
Estate Agents	
Your personal data – name and address – will be handled strictly in accordance with the requirements of the Data Protection Act. It is required to pass on to the relevant authority (ies) in order to carry out the necessary searches.	

**Con 29 Optional Questions  
Residential and Commercial Search**

Description of property/land to be searched against		For identification purposes please supply a plan of the site to be searched	
<b>Con 29 Optional Questions @ £10.00 each</b>	4	Road proposals by Private Bodies	
	5	Public Paths or Byways	
	6	Advertisements	
	7	Completion Notices	
	8	Parks and Countryside	
	9	Pipelines	
	10	Houses in Multiple Occupation	
	11	Noise Abatement	
	12	Urban Development Areas	
	13	Enterprise Zones	
	14	Inner Urban Improvement Areas	
	15	Simplified Planning Zones	
	16	Land Maintenance Notices	
	17	Mineral Consultation Areas	
	18	Hazardous Substances Consents	
	19	Environmental and Pollution Notices	
	20	Food Safety Notices	
	21	Hedgerow Notices	
	22	Common Land & Town or Village Green	
<b>Q.22 = £14.00</b>			

Fee	£
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**Con 29 Required Questions  
Individual Requests**

Description of property/land to be searched against		For identification purposes please supply a plan of the site to be searched	
See attached list for fees.			
<b>Residential Requests</b>		<b>Commercial Requests</b>	
Q.1.1.a-e Planning Decisions		Q.1.1.a-e Planning Decisions	
Q.1.1.f-h Building Regulations <b>£1.16 each</b>		Q.1.1.f-h Building Regulations	
Q.1.2 Planning Designations and Proposals		Q.1.2 Planning Designations and Proposals	
Q.2 Roads Q.3.2 Land to be acquired for Road Works Q.3.4 Nearby Road Schemes Q.3.6 Traffic Schemes Contact Leicestershire County Council		Q.2 Roads Q.3.2 Land to be acquired for Road Works Q.3.4 Nearby Road Schemes Q.3.6 Traffic Schemes Contact Leicestershire County Council	
Q.3.1 Land required for Public Purposes <b>£1.16</b>		Q.3.1 Land required for Public Purposes	
Q.3.3 Drainage Agreements and Consents Contact Severn Trent Searches Direct		Q.3.3 Drainage Agreements and Consents Contact Severn Trent Searches Direct	
Q.3.5 Nearby Railway Schemes Contact Leicestershire County Council		Q.3.5 Nearby Railway Schemes Contact Leicestershire County Council	
Q.3.7 Outstanding Notices <b>£2.08 each</b>		Q.3.7 Outstanding Notices	
Q.3.8 Contravention of Building Regulations <b>£2.08</b>		Q3.8 Contravention of Building Regulations	
Q.3.9 Notices, Orders, Directions and Proceedings under Planning Acts <b>£2.08 each</b>		Q.3.9 Notices, Orders, Directions and Proceedings under Planning Acts	
Q.3.10 Conservation Area <b>(b) £2.08</b>		Q.3.10 Conservation Area	
Q.3.11 Compulsory Purchase <b>£2.08</b>		Q.3.11 Compulsory Purchase	
Q.3.12 Contaminated Land <b>(b) (1) £2.08 (c) £1.88</b>		Q.3.12 Contaminated Land	
Q.3.13 Radon Gas		Q.3.13 Radon Gas	

Fee	£
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<b>Personal Search Requests</b>	
Description of property/land to be searched against	For identification purposes please supply a plan of the site to be searched
Personal Search Appointment to view the Local Land Charges Register – <b>Free of Charge.</b>	
Appointment to view Public Registers	
Please e-mail your Personal Search request to <a href="mailto:landcharges@melton.gov.uk">landcharges@melton.gov.uk</a> Please ring 01664 502339 to make an appointment	

Fee	£	
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Total Fee to be Paid	£	
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Cheques should be made payable to Melton Borough Council

**Contact Details:**

Local Land Charges Section

**Address:**

Council offices  
 Parkside  
 Station Approach  
 Burton Street  
 Melton Mowbray  
 LE13 1GH

**DX:** 722422 Melton Mowbray 6.

**Phone:** 01664 502502

**Email:** [landcharges@melton.gov.uk](mailto:landcharges@melton.gov.uk)

**Website:** [www.melton.gov.uk](http://www.melton.gov.uk)