

Your Guide To Council Tax

Supplementary Information

Financial Year 1 April 2011 - 31st March 2012

This leaflet contains important information about your Council Tax and gives details of the Council's proposed expenditure for 2011/12. Please read and keep this leaflet.

North West Leicestershire District Council Council Offices, Coalville, Leicestershire, LE67 3FJ

Telephone: 01530 454499 Fax: 01530 454821 E-mail: revenues@nwleicestershire.gov.uk Website: www.nwleics.gov.uk

Are you thinking of applying for

Did you know that we offer a service called

If you bring in a completed claim form, fully

supported with all the required evidence, we promise to process your claim within one

To find out more about the 'One Day Promise'

Do you currently pay your Council Tax

or Business Rates by Direct Debit?

Did you know that once this has been set up or

your Council Tax or Business rates account

there is no need to cancel it at the end of the

Your payments will be automatically collected

from your bank account on the dates shown or

collected, no further payments will be taken until

the 2012/13 financial year commences, and the

mply call us on **01530 454499** a

After your final 2011/12 instalment has been

first instalment becomes due in April 2012.

we can set this up for you over the telephone.

Please do not hesitate to contact us if you are

Referring you to a money advisor at the

erring you to our Benefits Team, or

having difficulty paying your Council Tax or

Should you wish to set up a Direct Debit

We are here to help!

Citizen's Advice Bureau

arrangement with you.

exemptions and reliefs.

recovery action is taken

Alternatively, email us at:

Benefits Visiting Officers.

Agreeing an alternative payment

Giving you advice about discounts

stalments. We will be able to help if you

You can contact us by phoning 01530 454499

ontact us at an early stage, before any

revenues@nwleicestershire.gov.uk

Don't wait until you have lost your right to pay by

We can help you by:

please go to www.nwleics.gov.uk or, alternatively, please call our friendly Benefits

the 'One Day Promise'?

Team on 01530 454545.

using or Council Tax Benefit?







of your bill.

2010/201

(22,713)

1,030

(12)

12,794

12,114

12,794

(6,240)

4.954

33,208

1,667

5.299

Ashby-de-la-Zouch

Ashby-de-la-Zouch,

Leics LE65 1BQ.

Tel: (01530) 416961

Castle Donington

The Parish Rooms

Castle Donington

Derby DE74 2NH.

Tel: (01332) 810432

Rolling Programme

Reserves are monies

received under the

Market Rights for

Parish Council,

Town Council,

Legion House,

South Street,

£'000 | Band D £

(727.05)

(655.21)

32.97

(0.39)

409.53

21.76 387.77

409.53

(199.73)

(29.00)

(0.46)

158.58

1.063.00

53.38

169.63

2010/201

409,360

-32.460

-2,100

374,800

£76.13

2010/2011

198.065

126.904

-22.440

-1.000

-23.089

-126.904

151,536

£67.14

Note regarding the tables (effect on a Band D property) ding amounts for a property with a Council Tax Band

ther than Band D, multiply the Band D amount by the appropriate fraction

Band A = 6/9; Band B = 7/9; Band C = 8/9; Band E = 11/9;

lote: The charges shown on the front of your bill have already been converted to reflect the actual Council Tax Band of your property.

A separate leaflet is enclosed showing information prepared by Leicestershire County Council, Leicestershire Police Authority, and Leicester, Leicestershire & Rutland Combined Fire Authority.

There is also a separate explanatory leaflet enclosed for Non-Domestic Rate usiness Rate) payers.

Data Protection Act 1998: Personal information held in relation to Council Tax and Business Rates may also be used by the Council to administer its statutor unctions, improve customer service and enhance efficiency. Personal data wil be processed in accordance with the Act and the rights of the Data Subject. If you have any concerns, please contact the Data Protection Officer at the Counci

A summary of the Council's Performance will be published in the Council's

LOCAL PARISH PRECEPTS					
2010/2011 PRECEPT	PRECEPT PARISH		a Band D property		
£		£	£		
13,500	Appleby Magna	13,500	30.20		
374,800	Ashby-de-la-Zouch **	346,200	70.04		
92,150	Ashby Woulds	92,150	75.29		
0	Bardon	0	0.00		
16,000	Belton	20,000	66.01		
13,000	Breedon on the Hill	13,000	31.25		
151,536	Castle Donington **	157,528	69.80		
2,800	Charley	2,800	35.00		
0	Chilcote	0	0.00		
15,450	Coleorton	15,450	29.26		
55,687	Ellistown and Battleflat	57,350	72.41		
10,950	Heather	11,497	34.63		
0	Hugglescote & Donington Le Heath	21,505	15.64		
120,188	Ibstock	122,000	64.45		
395	Isley Walton-cum-Langley	395	13.62		
82,828	Kegworth	85,312	73.36		
6,700	Lockington cum Hemington	6,700	26.91		
29,000	Long Whatton and Diseworth	29,000	38.98		
101,780	Measham	101,779	63.73		
0	Normanton-le-Heath	0	0.00		
43,000	Oakthorpe, Donisthorpe and Acresford	43,000	51.50		
3,155	Osgathorpe	3,305	17.96		
19,000	Packington	17,750	51.30		
50,671	Ravenstone with Snibston	46,465	58.59		
6,176	Snarestone	6,176	49.81		
100	Staunton Harold	0	0.00		
0	Stretton-en-le-Field	0	0.00		
18,000	Swannington	18,000	37.42		
3,953	Swepstone	3,953	15.38		

30.998

1.274.813

9,000

10.89

15.71

9,000

1.239,819

Whitwick

Worthington

Totals

The Council Tax is a tax on people's homes. Council and police and fire services are paid for by income from it

together with income from Government grants and fees

COUNCIL TAX EXPLAINED

and other charges Owner occupiers usually have to pay the Council Tax bill. Where homes are rented, the tenants will have to pay. In the case of empty homes, it is normally the owner who has where you start or stop using part of your dwelling to o pay. The owners of the following properties also pay the

- Residential care homes, nursing homes and hostels, or
- Those occupied by: a) A minister of religion or a religious community,
- b) More than one household, or c) Resident staff or asylum seekers

North West Leicestershire District Council collects the Council Tax in this area. However we keep less than one ninth of it. We pay the rest over to the County Council, the Police and Fire Authorities and Parish and Town Councils.

2011/12 BUDGET

The Council has planned in advance for the significant challenges posed by the 2011/12 budget This has resulted in savings from

- Sharing some services with other Councils Reducing the Council's senior and service
- management structure
- Streamlining service delivery Improving working practices

It is important for the Council to retain a Council Tax freeze for the second year running to reflect the financial

oressures that local people are experiencing. COUNCIL TAX VALUATION BANDS

Most dwellings are subject to Council Tax. There is one bill per dwelling, whether it is a house, bungalow, flat, maisonette, mobile home or houseboat, and whether it is owned or rented. Each dwelling has been allocated to one of the eight bands according to its open market capital value at 1 April 1991

Range of values Up to and including £40,000 £40,001 - £52,000 £52,001 - £68,000 £68,001 - £88,000 £88,001 - £120,000

More than £320,000 The Band applicable to your dwelling is shown on the front

£120,001 - £160,000

£160.001 - £320.000

APPEALS AGAINST THE VALUATION BAND

In certain circumstances you may challenge the Valuation Band of your property by making a 'proposal' to the Listing Officer to get it altered. These circumstances include:

- where you believe that the Band should be changed because there has been a material increase or material reduction (this is explained below) in the dwelling's
- carry out a business, or the balance between domestic and business use changes where the Listing Officer has altered the Valuation List
- without a Proposal having been made by a taxpayer; where you become the taxpayer in respect of a dwelling for the first time. (Your appeal must be made

within six months, but if the same appeal has already

been considered and determined by a Valuation

- Tribunal, it cannot be made again.) A material increase in value may result from building. engineering, or other work carried out on the dwelling In these cases revaluation does not take place until after a sale, so the person appealing would usually be
- A material reduction in value may result from the demolition of any part of the dwelling, any change in the physical state of the local area or an adaptation to make the dwelling suitable for use by someone with a physical disability. In these cases revaluation should take place as soon as possible.

Further information is available on the Valuation Office website www.voa.gov.uk or you may telephone them on

Proposals or Appeals should be made to:

the new owner / resident.

The Listing Officer, Valuation Office Agency, Enkalon House, 92 Regent Road, Leicester. LE1 7DD

DISCOUNTS (MAIN OR ONLY HOME)

The full Council Tax bill assumes that there are at least two adults living in a dwelling. Certain people (if they meet specified conditions) will be "disregarded" (not counted) hen looking at the number of adults resident in a dwelling and, if the resulting count is 1 or less, a discount will apply - 25% discount if the resulting count is 1; 50% discount if the resulting count is 0. The categories of "disregarded" persons are persons who are

a) Members of visiting forces

Although there have been significant changes in levels of income and expenditure, for the second year running there is no increase in the District Council element of the Council Tax NORTH WEST LEICESTERSHIRE DISTRICT COUNCIL

For services administered

by the District Council

ESTIMATED GROSS EXPENDITURI

Less Specific Grants

Less Other Income

Net Financing Costs

Use of Balances

BUDGET REQUIREMENT

Reasons for the change in amount

Special Expenses Areas only

District Requirement

District Requiremen

ess redistributed National Non-Domestic Rates

Less Revenue Support Grant

Less Council Tax Freeze/Reduction Grant

Transfers (from) / to Collection Funds

let District Council Requirement for Council Tax

Leicestershire County Council precept

Combined Fire Authority precept

Leicestershire Police Authority precept

ADDITIONAL FINANCIAL INFORMATION - LOCAL PARISH PRECEPTS OF £140.000 OR MORE

For all services administered

Estimated Gross Expenditure

Less income to offset

Less interest

Less from reserves / balances

Budget Requirement (Precept)

Council Tax Base of Parish

Precept for a Band D property

For all services administered

Estimated Gross Expenditure

located Expenditure - Rolling Programm

Less income to offset

Less interest

Less from Reserves / Balances

Less from Rolling Programme Reserves*

Budget Requirement (Precept)

Council Tax Base of Parish

Precept for a Band D property

Donington Park, and Section 106 payments. It is generally used towards the implementation of "capital type programmes

Estimated Gross Expenditure has risen from last years due to inflationary costs and due to the fact that additional responsibilities and services have been pro-

eople's shopping patterns; this has a major effect on the amount of additional money that is available to undertake capital projects going forward

or may be provided for in the future. The amount of money received through the Market Charter has also decreased due to changes in the market climate and

Estimated Gross Expenditure has reduced as the higher contingency provision made for Legion House is no longer neede

to provide for inflation

change in fee incon

change in grants receivable change in use of reserves/balances

2011/2012 Budget Requirement

change in capital financir

quality of service

butions to capita

For 2011/2012 changes are required:

b) 18 years old or over but in respect of whom child benefit is still payable

c) Full-time students at college, university, etc. d) People who are severely mentally impaired

e) Patients resident in hospital

f) People who are being looked after in care homes or are staying in certain hostels or night shelters g) People in prison (except those in prison for nonpayment

of Council Tax or a fine) h) Members of religious communities (monks and nuns) J) Careworkers working for low pay, usually for charities

OR people caring for someone with a disability who is not their spouse, partner, or own child under 18 years of age

(24,912)

1,026

201

11,326

12,794

(2,157)

(83) 595

219

11,326

11,326

(4,184)

(1,291)

4,981

33.385

2011/2012

-36,060

£70.04

2011/2012

111.62

-24,440

-35.080

111.620

1,676

£'000 | Band D £ p

(780.07)

(793.23)

32.68

6.41

360.63

407.37

0.38

(2.64) 18.93

6.96

0.12

360.63

20.73

360.63

333.90

(133.22)

(41.12)

(4.49)

(2.48)

158.58

1.063.00

53.38

169.63

-£7.29

-£0.00

Band D property

Effect on a

£49.46

-£10.83

-£0.18

-£15.54

-£49.46

Band D property

(68.69)

k) Members of certain international institutions

- I) 18 or 19 year olds attending school or college for at least 12 hours per week, but NOT higher education or in connection with their employment, OR who have just left school
- n) Student nurses, except those at places of higher
- education (Project 2000 students claim under category "c" above)
- o) Youth Training trainees

m) Apprentices

- p) Foreign Language assistants a) A student's non-British spouse / dependent who is prevented from taking paid employment or receiving
- r) Persons who have Diplomatic Immunity and are not British subjects or permanent residents of the U.K. (Also note item V in the section entitled "Exempt

DISCOUNTS (NO-ONE'S MAIN HOME **FURNISHED**)

Under the reduced discount provisions, these properties qualify for 10% discount. This applies to such properties as furnished second homes and furnished lettings that are in between lets. However, if your main or second home is job-related (e.g. "tied accommodation") you may qualify for a 50% discount. Please contact us for details. Caravans and houseboats that fall into this category are not subject to the reduced discount provisions and so will continue to receive a 50% discount.

DISCOUNTS (NO-ONE'S MAIN HOME -UNFURNISHED)

Under the reduced discount provisions, these properties receive no discount so full Council Tax will be payable after any exempt period has expired. (See section entitled "Exempt Dwellings")

If you think you may be entitled to a discount, please contact our Revenues Team. Tel: (01530) 45 44 99

If your bill indicates that a discount has been allowed, you must tell us of any change of circumstances that may affect vour entitlement. If you fail to do so you may be required to pay a penalty.

PEOPLE WITH DISABILITIES

If you, or someone who lives with you, need a room, or an extra bathroom or kitchen, or extra space in your property to meet special needs arising from a disability (e.g. using a wheelchair in the home) you may be entitled to a reduction in your Council Tax bill. Please contact our Revenues Team for details and an application form. Tel: (01530) 45 44 99

details of how the charges are made up

Budget

-26,800 23.898

EXEMPT DWELLINGS

Some dwellings are exempt from Council Tax. The Exemption Classes are listed below and relate to dwellings

- A) empty and undergoing, or require, structural alteration or major repair (exempt up to 12 months maximum but this maximum period can include up to 6 months after the work was completed provided that the total exempt period under this class does not exceed 12 months in all).
- B) unoccupied and owned by a charity (exempt up to six months)
- C) unoccupied and unfurnished (exempt up to six months)
- D) left unoccupied by someone who has gone into prison, E) left unoccupied by someone who has gone to receive personal care in a hospital or a care / nursing home
- F) unoccupied because the occupant has died. (The duration of exemption varies with circumstances) G) unoccupied because their occupation is forbidden by
- law or prevented by a planning condition H) unoccupied but awaiting occupation by a minister of religion
- left unoccupied by someone who is residing elsewhere to receive personal care
- left unoccupied by someone who has moved in order to provide personal care to another person
- K) left unoccupied by student/s and the student is the
- L) repossessed (unoccupied and mortgagee in possession)
- M) a student hall of residence (including student hostels owned by charitable bodies) N) occupied only by students (and some student spouses
- who are not British citizens). Also see Class U below. O) Forces barracks and married quarters (their occupants will contribute to the cost of local services through a
- special arrangement) P) accommodation for members of visiting forces and dependents.
- Q) unoccupied and the responsibility of a bankrupt's
- R) a pitch or mooring which is not occupied by a caravan or boat
- S) only occupied by person/s aged under 18 years T) an unoccupied dwelling forming part of a single property and which may not be let separately without a
- breach of planning control U) occupied only by severely mentally impaired person/s OR only occupied by such persons together with persons falling within Class N above
- V) the main home of a person who has Diplomatic Immunity and is not a British subject or permanent resident of the U.K.
- W) an annexe, or similar self-contained part of a property, which is occupied as the home of an elderly or disabled relative of the resident(s) living in the rest of the property

Effect on a Band D

Budget

435.190

404,496

165,820

67,774

£49.29

£57.05

€4.22

If you think your property may be exempt, please contact our Revenues Team. Tel: (01530) 45 44 99

SPECIAL EXPENSES

them. When these are carried out by the District Council on behalf of a Parish, or because there is no Parish Council in a

particular area, these become the SPECIAL EXPENSES of the District Council and are only charged on the Council Tax

payers in the area concerned. The table below shows the areas where Special Expenses are charged, together with

SPECIAL EXPENSES AREA

Parks, Play Areas, Allotments etc Burial Grounds & Memorials

Christmas Decorations
Coalville Verge Maintenance

Parks, Play Areas, Allotments etc

Parks, Play Areas, Allotments etc

Transfer From (-) / To Balances

Maintenance of Recreation Ground

Maintenance of Closed Churchyard (Net

aintenance of Recreation Ground (Net) ansfer From (-) / To Balances

ansfer From (-) / To Balances

Transfer From (-) / To Balance:

Maintenance of Open Space Transfer From (-) / To Balances

ransfer From (-) / To Balances

nsfer From (-) / To Balance

sfer From (-) / To Balanc

Verge Maintenance

With regard to certain types of expenditure, both District and Parish Councils have discretionary powers to undertake

OTHER APPEALS AGAINST THE COUNCIL TAX

You may also appeal if you consider that you are not liable to pay Council Tax; for example, because you are not the resident or owner, or because your property is exempt; or that the Council has made a mistake in calculating your bill. If you wish to appeal on these grounds you must first notify the Council in writing so that we may have the opportunity to reconsider the case.

Making an appeal does not allow you to withhold payment of any Council Tax owing in the meantime. If your appeal is successful, you will be entitled to a refund of any overpaid Council Tax

Further details of the appeal procedures (including the role of Valuation Tribunals) may be obtained from the Council

COUNCIL TAX BENEFIT

Council Tax Benefit is a means tested benefit which gives help with Council Tax bills to people on a low income It is dealt with by your local Council.

Who can get Council Tax Benefit? You can get Council Tax Benefit if you are liable to pay the Council Tax and

- you are on a low income you are a single person and have another adult (or
- adults) living with you who are on a low income.

Who cannot get Council Tax Benefit? You cannot get Council Tax Benefit

- if you have savings of over £16,000 (unless you also qualify for Guarantee Pension Credit)
- towards the Council Tax bill of a property which no one lives in.

How do I claim Council Tax Benefit?

- You can claim benefit in one of two ways. If you are also claiming Income Support or Income based Jobseekers Allowance or Pension Credit or Employment and Support Allowance, you can claim Housing Benefit and/or Council Tax Benefit at the
- same time by completing the necessary form. If you are not claiming Income Support or Incomebased Jobseekers Allowance or Pension Credit or Employment and Support Allowance, you should get a claim form from your local Council.

If you require a confidential benefit check or a home visit to discuss any entitlement to benefits, please contact our visiting officers on 01530 454491.

How is Council Tax Benefit paid? The amount you are entitled to will be taken off your bill, and you will pay the reduced amount

How much Council Tax Benefit can I get? If you are on a low income you can get up to the full mount of your bill, but your benefit will be reduced if you have other adults in your household (e.g. grown-up children, other relatives, friends, etc.)

 you (and your spouse or partner) have income and savings which are more than the rules say you need to live on.

If you are a single person and have other adults living with you who are on a low income, you can get a Second Adult Rebate of up to 25% of your Council Tax and you will pay the reduced amount.

When will my Council Tax Benefit start?

Your benefit will normally start from the Monday following the date you contact the local Council, the Department for Works and Pensions or the Pension Service, as long as your application form is received within a month of that date. It cannot be backdated unless you can provide special reasons why you could not claim earlier.

When will my Council Tax Benefit end? Your Council Tax Benefit will continue until your

circumstances change so that you are no longer entitled. Your Benefit may also increase or decrease if your circumstances change, and you must report any change in writing immediately. If you don't report a change and receive too much Benefit, you will have to pay it back and may be liable for prosecution.

What other benefits can I claim?

There are other benefits you can claim if you are on a low

- You can claim Housing Benefit from your local Council if you need help with your rent. You can claim it at the
- same time as you claim Council Tax Benefit. You can claim Income Support if you are not a pensioner and do not have enough money to live on. You can claim Jobseekers Allowance if you are unemployed and looking for work. You can claim Employment And Support Allowance if you are
- You can get details from the Pension Service. You can call the application line on 0800 99 1234

If you want to be sent a claim form, please return the coupon below. Alternatively, a PDF version of the form is available on the Benefits area of our website. Please go to www.nwleics.gov.uk **-----**

To: Housing Benefit Section North West Leicestershire District Council. Council Offices, Coalville, Leicestershire, LE67 3FJ. Please send me a claim form for Council Tax Benefit.

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FLOOD DEFENCE

The County Council pays flood defence levies to the Midlands and Anglian Regions of the Environment Agency.

	2010/2011 £'000	2011/2012 £'000	The total levy for the Midlands Region in 2011/12 is £3.0m.	
Midlands	215	215	The total levy for the relevant part of the	
Anglian	38	39	Anglian Region in 2011/12 is £1.5m	
Total	253	254		

Environment Agency

The majority of funding for flood defence comes directly from the Department for the Environment, Food and Rural Affairs (Defra). However, where there are schemes which do not attract central funding, the Agency may seek funding from County and Metropolitan Councils, Unitary Authorities and London Boroughs in the form of a Local Levy. The Local Levy is shared on the basis of Band D Equivalents between all contributing bodies within the Committee area.

Environment Agency Midlands Region

The Environment Agency has powers in respect of flood defence along 4682 kilometres of main river and along tidal and sea defences, in the area of the Severn Trent Regional Flood Defence Committee

Flood defence money is spent on the construction of new flood defence schemes, the maintenance of the river system and existing flood defences together with the operation of a flood warning system. The financial details are:

Severn Trent Regional Flood Defence Committee 000's <u>000's</u> £63.822 £51.066 £3,000 £3,000

2.908

Changes in the Gross Budgeted expenditure between the years reflects the impact of the Government Spending Review and national prioritisation of capital projects. The total Local Levy raised has remained the same in 2011/12 as 2010/11 at

2.926

Environment Agency Anglian Region

Gross Expenditure

Total Council Tax Base

Levies Raised

The Environment Agency has powers in respect of flood defence along 2292 kilometres of main river and along tidal and sea defences, in the area of the Anglian Northern Regional Flood Defence Committee. Flood defence money is spent on the construction of new flood defence schemes, the maintenance of the river system and existing flood defences together with the operation of a flood warning system. The financial details are:

Anglian Northern Regional Flood Defence Committee 2010/2011 2011/2012 <u>000's</u> <u>000's</u>

Gross Expenditure	£40,188	£28,643
Levies Raised	£1,547	£1,547
Total Council Tax Base	586	591

Changes in the Gross Budgeted expenditure between the years reflects the impact of the Government Spending Review and national prioritisation of capital projects. The total Local Levy raised has remained the same in 2011/12 as 2010/11 at

incapable of work. You can get details from your local Job Centre Plus. You can claim Pension Credit if you are a pensioner.