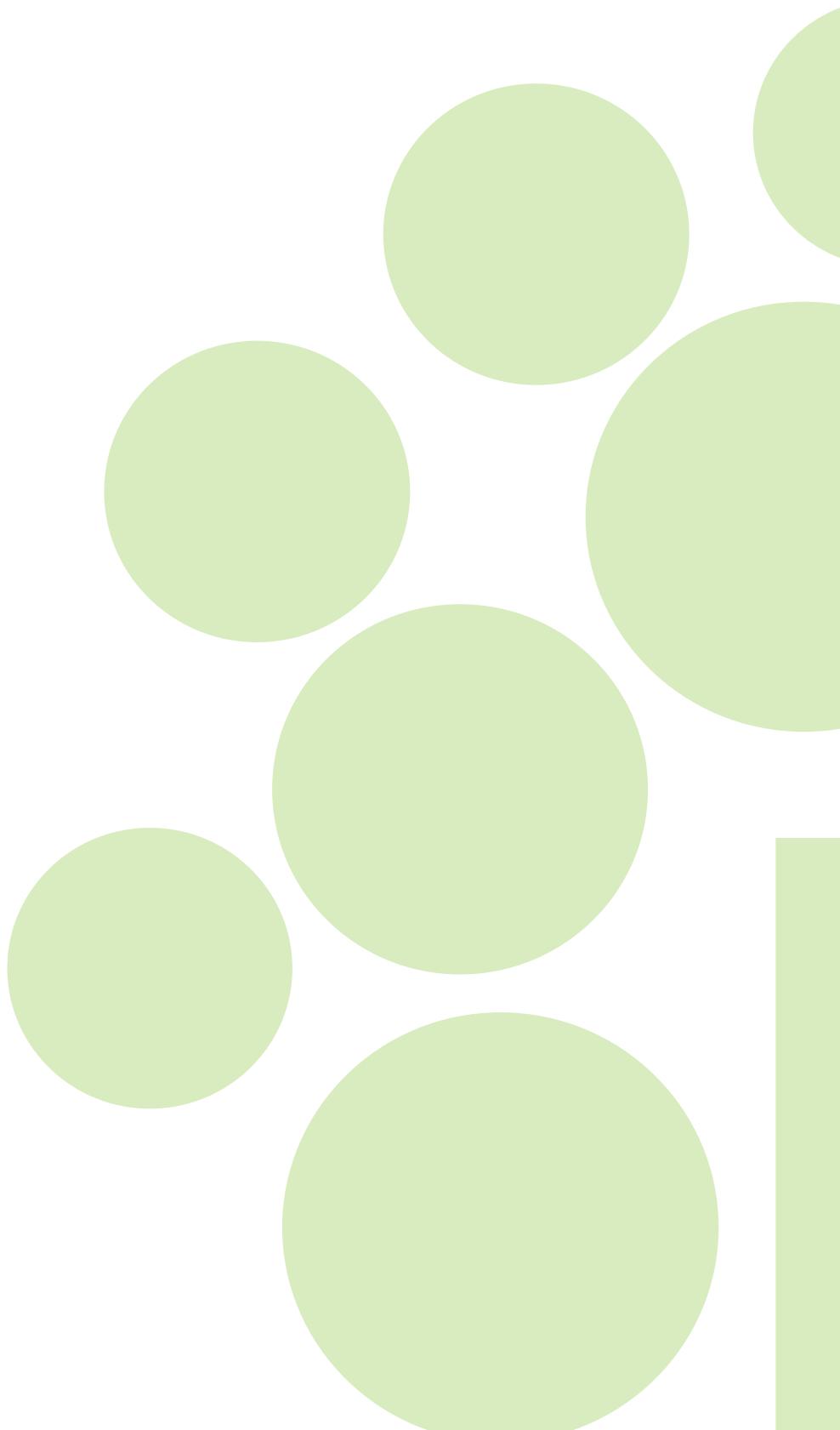




# Council Tax Guide 2023-24



# Contents

Welcome	3
Your council tax explained	4
Financial information	5
Council Tax Support Scheme	7
How to pay	7
Discounts and exemptions	9
Special expenses and local parish precepts	11
Flood defence	15

This leaflet is available in large print electronically as a PDF or visit [www.nwleics.gov.uk/counciltax](http://www.nwleics.gov.uk/counciltax)

If you would like this leaflet in another language, or if you require the services of an interpreter, please contact us.

Email: [communications@nwleicestershire.gov.uk](mailto:communications@nwleicestershire.gov.uk)

## Keep up to date

Want to keep up to date with all the latest news from North West Leicestershire?



**Visit our website**  
[www.nwleics.gov.uk](http://www.nwleics.gov.uk)



**Follow us on twitter**  
[@nwleics](#)

# Welcome to the North West Leicestershire Council Tax Guide

This guide explains how your council tax is collected and distributed to the organisations that provide public services in the district.

North West Leicestershire District Council is responsible for collecting all the council tax, which is then distributed to the different authorities:

- Leicestershire County Council
- Leicestershire Police and Crime Commissioner
- Leicestershire Fire Authority
- North West Leicestershire District Council
- Town and parish councils.

Please read on to find out about the different ways to pay your council tax, discounts and exemptions, and support schemes.

## Sign up for #paperfree in just a few minutes

**1** Pay your council tax and business rates by Direct Debit

Sign up online today!  
Choose when the money comes out of your account (1, 8, 14 or 21 of the month)

**2** Moving house?

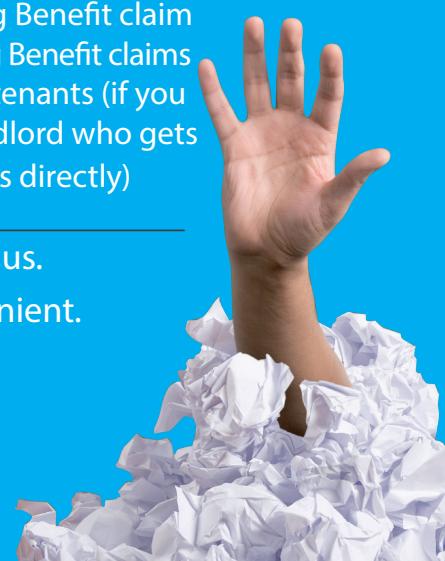
- Let us know about this online
- You can apply for a discount or exemption online

**3** Access all of this online at a time that suits you:

- Business Rates account
- Council Tax account
- Council Tax Support claim
- Housing Benefit claim
- Housing Benefit claims for your tenants (if you are a landlord who gets payments directly)

Log into your account at any time – no need to ring or visit us.  
Registering and using My Services is quick, easy and convenient.

[www.nwleics.gov.uk/paperfree](http://www.nwleics.gov.uk/paperfree)



# Your council tax explained

Council tax is a local tax used to fund local services. Council, police and fire services are paid for with income from the tax, together with income from Government grants and other charges.

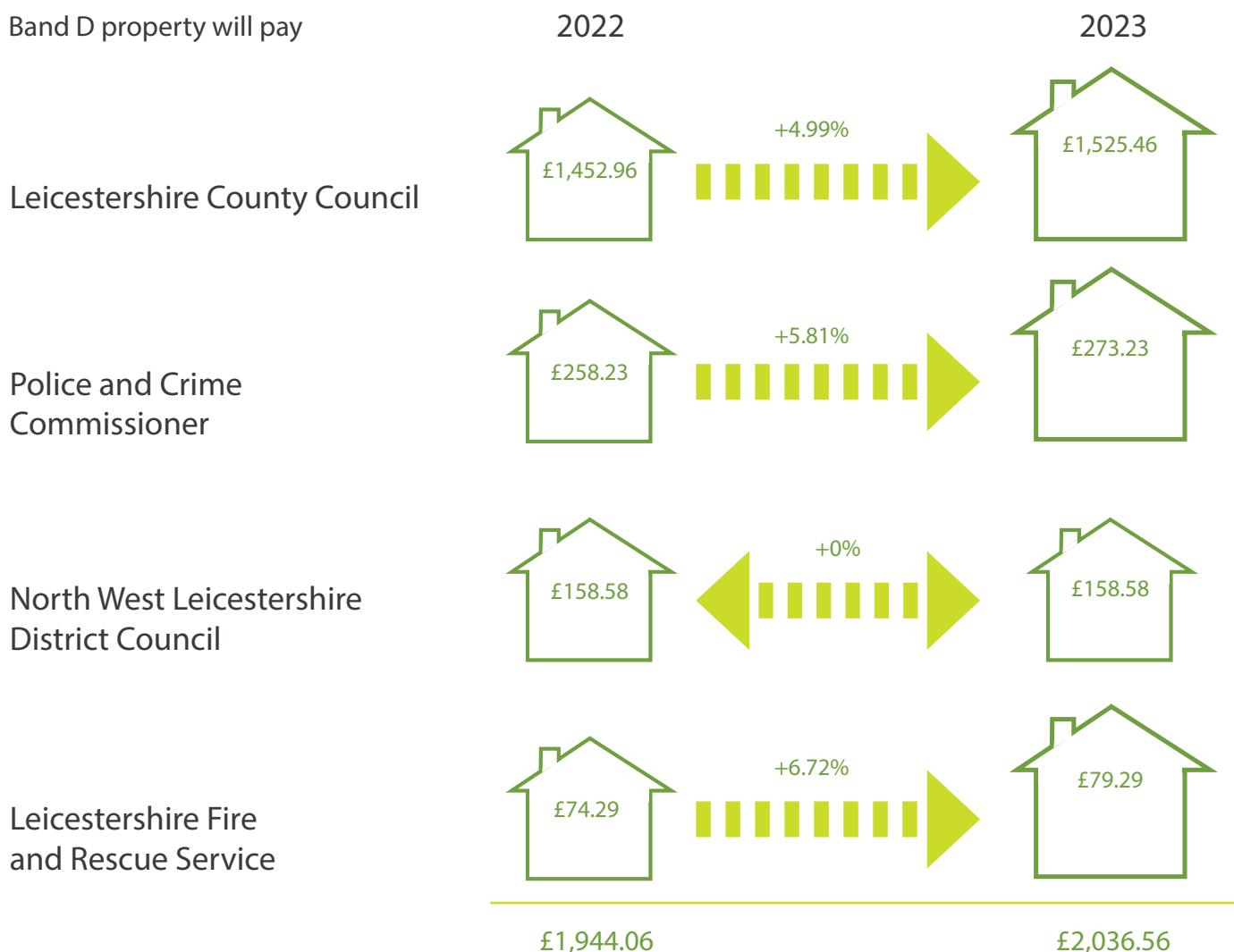
Owner occupiers usually have to pay their council tax bill. Where homes are rented, the tenants will have to pay. In the case of empty homes, it is normally the owner who has to pay. The owners of the following properties also pay council tax:

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

North West Leicestershire District Council is the local authority responsible for collecting the council tax in this area. We keep less than 10% of this and pay the rest over to the county council, the police and crime commissioner, the fire authority and the parish and town councils.

## Financial information

Band D property will pay



## Where your money goes

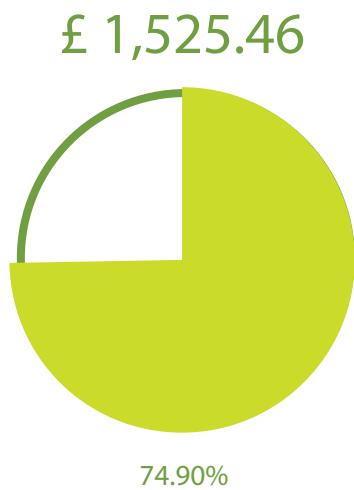
In 2023/24, a Band D property will pay £2,036.56 in council tax (not including the amount paid to parish or town councils, or special expenses).

The charts below show how council tax is split between the four main authorities. Visit each authority's website to find details of how they spend this income on public services.



**Leicestershire  
County Council**

[www.leicestershire.gov.uk/counciltax](http://www.leicestershire.gov.uk/counciltax)



**North West  
Leicestershire  
District Council**

[www.nwleics.gov.uk/counciltax](http://www.nwleics.gov.uk/counciltax)

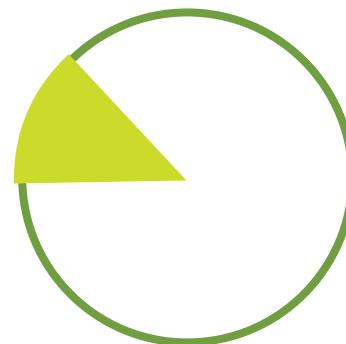


**POLICE & CRIME  
COMMISSIONER  
for Leicestershire**

Your voice in Leicester,  
Leicestershire & Rutland

[www.leics.pcc.police.uk/counciltax](http://www.leics.pcc.police.uk/counciltax)

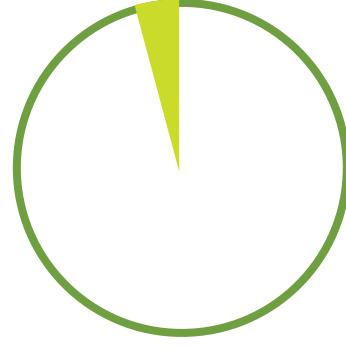
£273.23



**LEICESTERSHIRE  
FIRE and RESCUE SERVICE**

[www.leicestershire-fire.gov.uk](http://www.leicestershire-fire.gov.uk)

£79.29



## Council tax valuation bands

The Valuation Office Agency (not your local council) has put every property into one of eight valuation bands. Further details are available on the Valuation Office Agency website at [www.voa.gov.uk](http://www.voa.gov.uk).



Band	Range of values at 1 April 1991	Proportion of Band D tax payable
A	Up to and including £40,000	6/9
B	£40,001 to £52,000	7/9
C	£52,001 to £68,000	8/9
D	£68,001 to £88,000	9/9
E	£88,001 to £120,000	11/9
F	£120,001 to £160,000	13/9
G	£160,001 to £320,000	15/9
H	More than £320,000	18/9

## Council tax appeals

If you do not agree with the band for your home and wish to make an appeal, please contact the Valuation Office on 03000 501501 or go to the Valuation Office website: [www.voa.gov.uk](http://www.voa.gov.uk)

## Other appeals

If you wish to appeal against any other matter regarding your council tax, please do so in writing to the Council Tax Team. You can email the team at [revenues@nwleicestershire.gov.uk](mailto:revenues@nwleicestershire.gov.uk) or write to us at:

**F.A.O. Council Tax Team, The Leicestershire Partnership, PO Box 10004, Hinckley, Leicestershire, LE10 9EJ.**

You should continue to pay your original council tax demand notice whilst your appeal is outstanding. In the event of an overpayment, the credit will be offset against any outstanding balance and the remainder refunded to you.

# Council Tax Support Scheme

Everyone under state pension age must pay some council tax.

Working age people (in receipt of maximum Council Tax Support) have to pay 15% of their council tax charge.

It is important that you contact us as soon as you receive your council tax demand notice if you need help and advice on how to pay your charge.

## Important note:

If your circumstances change you should report this to the council within a month of the change occurring. Failure to do this will be dealt with as an act of fraud. You can ring us on 01530 454551, email: [benefits@nwleicestershire.gov.uk](mailto:benefits@nwleicestershire.gov.uk) or write to us at F.A.O. Benefits Team, The Leicestershire Partnership, PO Box 10004, Hinckley, Leicestershire, LE10 9EJ.

## How to pay

### Paying council tax over 12 months

Council tax instalments can now be spread over 12 months instead of 10. Following your request, the number of payments will be dependent on the number of months remaining in the financial year. Your written request for 12 monthly instalments will automatically apply to the next financial year. If you would prefer to revert back to paying over 10 months, please notify us in writing and we will amend our records.

If you would like to pay your council tax over 12 months, please email your request detailing your name, full address and council tax reference number (shown on your notice) to [revenues@nwleicestershire.gov.uk](mailto:revenues@nwleicestershire.gov.uk) or write to us at F.A.O. Council Tax Team, The Leicestershire Partnership, PO Box 10004, Hinckley, Leicestershire, LE10 9EJ. Alternatively, please call Customer Services on 01530 454499.

# Pay your council tax or business rates by Direct Debit

It's simple, convenient and secure.

You only need to set up a direct debit for council tax or business rates once. There is no need to cancel it at the end of the financial year.

Your payments will be automatically collected from your bank account on the dates shown on your demand notice.

After your final 2023/24 instalment has been collected, no further payments will be taken until the 2024/25 financial year starts and the first instalment becomes due in April 2024.

Set up a Direct Debit by going to [www.nwleics.gov.uk/paybydirectdebit](http://www.nwleics.gov.uk/paybydirectdebit)

Alternatively, simply call us on 01530 454499. Please have your bank account details and reference number to hand to allow us to set this up over the telephone.



Protected by the direct debit guarantee

73%  
of council tax  
payers in the area  
pay by  
direct debit

## Are you struggling financially? We are here to help

Please do not hesitate to contact us if you are having difficulty paying your council tax or business rates instalments.

We can help you by:

- Referring you to a money advisor at Citizens Advice
- Agreeing an alternative payment arrangement with you
- Giving you advice about discounts, exemptions and reliefs.

Don't wait until you have lost your right to pay by instalments. We will be able to help if you contact us at an early stage, before any recovery action is taken.

You can call us on 01530 454499 or email [revenues@nwleicestershire.gov.uk](mailto:revenues@nwleicestershire.gov.uk)



# Discounts and exemptions

## Discounts

Council tax assumes there are at least two adults living in the home. If you live on your own, you are entitled to 25% discount.

If an adult within the household falls into one of the following categories then a discount may apply:

- Full time students, student nurses, apprentices, youth training trainees and foreign language assistants
- 18/19 year olds who are at or have just left school or college
- Patients resident in hospital or being looked after in care homes
- Severely mentally impaired people
- People in hostels or night shelters
- Low paid care workers usually employed by charities
- People caring for a person with a disability who is NOT a partner or child under 18 years old
- Members of religious communities such as monks or nuns
- People in detention (except for non-payment of council tax or a fine)
- Members of visiting forces, certain international and defence organisations.

Temporary absences owing to holiday or work will not normally result in discount entitlement.

### **Local discounts – empty property**

North West Leicestershire District Council also has a local discount scheme for:

- Properties that are in need of, or undergoing major repair work or structural alteration. These properties are entitled to a 50% discount from council tax for up to 12 months.
- Properties that are unoccupied and unfurnished. These properties are entitled to a one month discount of 100%.

### **Long term empty properties – Unoccupied and unfurnished**

If a property has been empty and unfinished for more than two years a 50% premium will be added to the charge, which will mean that you will pay 150% in council tax.

If the property still remains empty and unfurnished after three years a 100% premium will be added to the charge which means you will pay 200% in council tax.

### **Second Homes - unoccupied but furnished property**

Unoccupied and furnished properties will no longer qualify for a 10% discount.

### **Annexe discount**

Annexes meeting certain criteria are entitled to a 50% discount. To qualify for a discount the annexe must be occupied by a relative of the person who is liable to pay council tax on the main home. If it is unoccupied the annexe must be being used as part of the main home. Please contact us for more details. If you wish to apply, we will send you an application form.

## Disabled people

A property band reduction in the charge may be applicable if you, or someone who lives with you, is disabled and uses a wheelchair within the property or requires a room to meet their needs, or requires an extra bathroom / kitchen. Please contact the Council Tax Team if you wish to apply.

# Exemptions

Some properties may be exempt from council tax and the following is a broad description.

<b>Class</b>	<b>Unoccupied properties</b>	<b>Entitlement</b>
B	Owned by a charity	Up to 6 months
D	Left empty by someone who has gone to prison	No charge
E	Previously occupied by a person in permanent residential care	No charge
F	Waiting for probate or letters of administration to be granted	Up to 6 months after probate is granted
G	Empty because occupation is forbidden by law	No charge
H	Waiting to be occupied by a minister of religion	No charge
I	Left empty by someone who has moved to receive personal care by reason of old age, disablement or illness	No charge
J	Left empty by someone who has moved to provide personal care to another person	No charge
K	Owned by a student and last occupied by a student	No charge
L	Subject to a repossession order	No charge
Q	The responsibility of a bankrupt's trustee	No charge
R	A site for a caravan, mobile home or mooring	No charge
T	Granny annexes or similar type of property	No charge

<b>Class</b>	<b>Occupied properties</b>
M/N	All the residents are students
O	Used for UK armed forces accommodation
P	At least one liable person is a member of a visiting force
S	All residents are less than 18 years old
U	All residents are severely mentally impaired
V	At least one liable person is a foreign diplomat
W	It is annexed to a family home and occupied by that family's elderly or disabled relatives

If you think you may be entitled to a discount or may be exempt, please visit [www.nwleics.gov.uk/pages/council\\_tax\\_discounts](http://www.nwleics.gov.uk/pages/council_tax_discounts) or scan the QR code on your bill with your phone or tablet. If you receive a discount / exemption then you must tell the Council Tax Team within 21 days of any change of circumstances which affects your entitlement. Failure to do so may lead to a penalty charge. If the property remains unoccupied and unfurnished after any exemption expires then it will attract a 100% council tax charge.

# Special expenses and local parish precepts

## Special expenses

When the district council provides services on behalf of a parish, or because there is no parish council in that area, these become special expenses of the district council and are only charged to the council tax payers in that area.

The table below shows where the special expenses are charged and how the charges are made up.

Special expenses are paid to the district council for maintaining parks, play areas, allotments, burial grounds, grass verges and any other open spaces owned by the council.

Special expenses area	Cost of providing the services (£)	Less: Income from other sources (£)	Net cost of providing the services (£)	No. of properties in Special Expenses area (£)	Average Special Expenses per property (£)
Appleby Magna	2,190	1,626	3,816	539	7.08
Coalville	514,700	(16,999)	497,701	6,743	73.81
Coleorton	4,650	1,547	6,197	583	10.63
Hugglescote and Donington Le Heath	31,870	5,221	37,091	2,429	15.27
Lockington cum Hemington	2,500	861	3,361	245	13.72
Measham	2,550	640	3,190	1,706	1.87
Oakthorpe, Donisthorpe and Acresford	4,320	1,262	5,582	915	6.10
Ravenstone with Snibston	480	878	1,358	1,053	1.29
Stretton en le Field	1,440	(51)	1,389	19	73.11
Whitwick	26,570	(393)	26,177	2,741	9.55

In areas where there are parish or town councils, a portion of your council tax is given to them to provide certain services, such as grass cutting and cemeteries. The following information gives you the financial details for parish and town councils. Where there isn't a parish or town council, the district council may take on some services. These are called special expenses - see page 11 for more information.

## Local parish precepts

<b>2022/23 Precept £</b>	<b>Parish</b>	<b>2023/24 Precept £</b>	<b>2023/24 Tax Base</b>	<b>Effect on a Band D Property £</b>
28,000.00	Appleby Magna	28,000.00	539	51.95
555,950.28	Ashby de la Zouch	745,825.08	6209	120.12
117,693.00	Ashby Woulds	123,930.00	1405	88.21
-	Bardon	-	11	-
30,000.00	Belton	30,000.00	307	97.72
26,767.00	Breedon-on-the-Hill	28,772.00	488	58.96
399,927.00	Castle Donington	444,806.00	2857	155.69
8,100.00	Charley	9,500.00	78	121.79
-	Chilcote	-	59	-
-	Coalville	-	6743	-
15,754.00	Coleorton	20,827.00	583	35.72
64,785.20	Ellistown and Battleflat	68,137.50	808	84.33
14,000.00	Heather	14,500.00	366	39.62
143,004.00	Hugglescote and Donington le Heath	165,487.00	2429	68.13
250,000.00	Ibstock	250,000.00	2352	106.29
395.00	Isley Walton-Cum-Langley	409.00	30	13.63
120,827.00	Kegworth	126,950.00	1345	94.39
20,000.00	Lockington-Cum-Hemington	20,332.00	245	82.99
50,000.00	Long whatton and Diseworth	42,000.00	824	50.97
118,680.00	Measham	134,979.00	1706	79.12
-	Normanton-Le-Heath	-	69	-
81,000.00	Oakthorpe, Donisthorpe and Acresford	85,313.00	915	93.24
4,657.00	Osgathorpe	5,471.93	220	24.87
22,508.00	Packington	24,758.00	412	60.09
95,000.00	Ravenstone	102,000.00	1053	96.87
10,000.00	Snaresstone	10,208.00	147	69.44
193.00	Staunton Harold	199.00	62	3.21
-	Stretton-en-le-Field	-	19	-
35,099.00	Swannington	38,271.00	465	82.30
18,168.00	Swepton	20,500.00	273	75.09
274,660.00	Whitwick	282,900.00	2741	103.21
23,000.00	Worthington	23,000.00	634	36.28
<b>TOTALS</b>				
<b>2,528,167.48</b>		<b>2,847,075.51</b>		<b>36,394</b>

## Additional financial information (Local parish precepts of £140,000 or more)

### Castle Donington Parish Council

£ 2022/23	For all services administered	£ 2023/24
493,404	Estimated Gross Expenditure	554,722.00
443,968	Allocated Expenditure - Rolling Programme*	791,649.00
-90,800	Less income to offset	-97,400.00
-100	Less interest	-4,000.00
-2,577	Less from Reserves / Balances	-8,516.00
-443,968	Less from Rolling Programme Reserves*	-719,649.00
399,927	Gross Budget Requirement	444,806.00
399,927	Precept requested	444,806.00
2,700	Council Tax Base of Parish	2,857.00
<b>£148.12</b>	<b>Precept for a Band D property</b>	<b>£155.69</b>

### Ashby de la Zouch Town Council

£ 2022/23	For all services administered	£ 2023/24
635,200	Estimated gross expenditure	820,500
75,050	Less income to offset	90,600
0	Less interest	500
4,200	Less from reserves / balances	16,425
555,950	Budget requirement (precept)	745,825
6,169	Council tax base of parish	6,209
<b>£90.12</b>	<b>Precept for a Band D property</b>	<b>£120.12</b>

## Additional financial information (Local parish precepts of £140,000 or more)

### Ibstock Parish Council

£ 2022/23	<b>For all services administered</b>	£ 2023/24
300,000	Estimated gross expenditure	300,000
-50,000	Less income to offset	-50,000
0	Less interest	0
0	Less from reserves / balances	0
250,000	Budget requirement (Precept)	250,000
2,345	Council tax base of parish	2,352
<b>£106.61</b>	<b>Precept for a Band D property</b>	<b>£106.29</b>

### Whiwick Parish Council

£ 2022/23	<b>For all services administered</b>	£ 2023/24
£329,113	Estimated Expenditure	£381,956
-£9,174	Less Estimated Income	-£10,124
£0	Less NWLDC Estimated Special Expense Balance Transfer	£0
£0	Less Estimated balances to be carried forward from 2015/16	£0
<b>£274,660</b>	<b>Budget Requirement (Precept)</b>	<b>£282,900</b>
<b>2,724</b>	Council Tax Base Figure	<b>2,741</b>
<b>£100.83</b>	<b>Effect on a Band D Property</b>	<b>£103.21</b>

# Flood defence

The Environment Agency is a levying body for its Flood and Coastal Erosion Risk Management functions under the Flood and Water Management Act 2010 and the Environment Agency (Levies) (England and Wales) Regulations 2011.

The Environment Agency has powers in respect of flood and coastal erosion risk management of main river and along tidal and sea defences in the area of the Trent Regional Flood and Coastal Committee (2369), Anglian Northern Regional Flood and Coastal Committee (2292) and Severn and Wye Regional Flood and Coastal Committee (2486km). 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 and management of the risk of coastal erosion. The financial details are:

## Regional Flood and Coastal Committees

	Trent		Anglian Northern		Severn and Wye	
	2022/2023 £000s	2023/2024 £000s	2022/2023 £000s	2023/2024 £000s	2022/2023 £000s	2023/2024 £000s
Gross expenditure	£75,561	£78,822	£60,205	£68,909	£28,407	£33,606
Levies raised from council	£2,224	£2,268	£1,749	£1,784	£1,221	£1,245
Total council tax base	1,874	1,904	614	622	1,003	1,017

The majority of funding for flood defence comes directly from the Department for the Environment, Food and Rural Affairs (Defra). However, under the new Partnership Funding rule not all schemes will attract full central funding. To provide local funding for local priorities and contributions for partnership funding the Regional Flood and Coastal Committees recommend through the Environment Agency a local levy.

A change in the gross budgeted expenditure between years reflects the programme of works for both capital and revenue needed by the Regional Flood and Coastal Committee to which you contribute.

	Trent	Anglian Northern	Severn and Wye
2022/2023	£2,223,637	£1,749,089	£1,221,003
Increased %	2.0%	2.0%	2.0%
2023/2024	£2,268,110	£1,784,071	£1,245,423

Leicestershire County Council pays flood defence levies to the following Regional Flood and Coastal Committees (RFCC) of the Environment Agency.

	2022/2023 £000s	2023/2024 £000s
Trent	260	264
Severn and Wye	7	7
Anglian	49	51
Total	316	322

The total levy for the Trent RFCC in 2022/23 is £2.2m.

The total levy for the Severn and Wye RFCC in 2022/23 is £1.2m.

The total levy for the Anglian Northern RFCC in 2022/23 is £1.7m.

# Contact us



Visit us at [www.nwleics.gov.uk](http://www.nwleics.gov.uk)



Call us on 01530 454545



Tweet us @nwleics



Email us [revenues@nwleicestershire.gov.uk](mailto:revenues@nwleicestershire.gov.uk)



Write to us or visit us at PO Box 11051, Coalville,  
Leicestershire, LE67 0FW